

HIVE
DARPA-BAA-16-52

Proposers Day

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Proposers Day Disclaimer

- **Plenty of good information is made available to potential proposers to help clarify program goals/objectives and proposal preparation instructions - those things that are stipulated in the BAA.**

- **However:**
 - Only the information/instructions in the BAA counts.
 - Proposals will only be evaluated in accordance with the instructions provided in the BAA.
 - Any response provided by the Government in the FAQ that's different than what is provided in the BAA will be effected by an amendment to the BAA.
 - Such responses will make note of an impending BAA amendment.

- **Only a duly authorized Contracting Officer may obligate the Government.**



BAA Process - Overview

- **Broad Agency Announcement (BAA) has been released utilizing the procedures stipulated at FAR 35.016.**
 - BAA's may be used by agencies to fulfill their requirements for scientific study and experimentation directed toward advancing the state-of-the-art or increasing knowledge or understanding (Science and Technology) rather than focusing on a specific system or hardware solution.
 - Science and Technology (S&T) is what DARPA does.

- **Per FAR 35.016 -**

The BAA, together with any supporting documents, shall—

 - Describe the agency's research interest (program or broad research interests);
 - Describe the criteria for selecting the proposals, their relative importance, and the method of evaluation;
 - Specify the period of time during which proposals submitted in response to the BAA will be accepted; and
 - Contain instructions for the preparation and submission of proposals.

- **Per FAR 35.016 -**
 - Proposals received as a result of the BAA shall be evaluated in accordance with evaluation criteria specified therein through a peer or scientific review process.
 - Proposals need not be evaluated against each other since they are not submitted in accordance with a common work statement.
 - The primary basis for selecting proposals for acceptance shall be technical, importance to agency programs, and fund availability. Cost realism and reasonableness shall also be considered to the extent appropriate.

- - That's it, as far as the regulations go - -



BAA Process - Overview

- **BAA allows for a variety of technical solutions and award instrument types.**
 - The BAA defines the problem set, **the proposer defines the solution (and SOW).**
 - Allows for **multiple award instrument types** (depending on the nature of research).

- **DARPA Scientific Review Process.**
 - Proposals are evaluated on individual merit and relevance as it relates to the stated research goals/objectives rather than against one another (there is no common statement of work).
 - Selections will be made to proposers whose proposals are determined to be most advantageous to the Government, all factors considered, including potential contributions to research program and availability of funding.

- **Government may select for negotiation all, some, or none of the proposals received.**

- **Government may accept proposals in their entirety or select only portions thereof.**

- **Government may elect to establish portions of proposal as options.**



BAA Details

- **BAA does include an Abstract phase.**

- **6.2 (applied) funding is anticipated.**
 - 6.2: Universities - Fundamental Research, no publication restrictions apply.
 - One exception is non-university subcontractors.
 - 6.2: Other than Universities - Non-Fundamental/Restricted Research, publication restrictions apply.
 - One exception is University subcontractors.

- **Available award instrument types:**
 - Contract.
 - Other Transaction Agreement (TIA or Prototype).



BAA Details

- **Program Structure, Milestones and Deliverables:**

- TA1: Graph Analytics Processor
- TA2: Graph Analytics Toolkits
- TA3: System Evaluator
- Phase 1 (12 months), Phase 2 (24 months - **Option**), Phase 3 (18 months – **Option**)
- Material deliverables are defined in the BAA (**deliverables are not optional**).

- **Proposal Preparation Guidelines:**

- **All proposals must be comprehensive and integrated responses to any one or combination of Technical Areas.**

- **BAA includes 2 attachments:**

- Proposer Cost Volume Checklist.
- Proposal Summary Slide Template.



Eligibility Issues

- All interested/qualified sources may respond subject to the parameters outlined in BAA.
- Foreign participants/resources may participate to the extent allowed by applicable Security Regulations, Export Control Laws, Non-Disclosure Agreements, etc. **(No classified proposals anticipated).**
- FFRDCs and Government entities:
 - Are not prohibited by the BAA from proposing.
 - Are, however, subject to applicable direct competition limitations.
 - Are, however, required to demonstrate eligibility (sponsor letter).
 - **The burden to prove eligibility for all such team members rests with the proposer.**
 - **All elements of a proposal (tech and cost, prime and subs) must be included in the prime's submission in order to be reviewed.**
- Real and/or Perceived Conflicts of Interest:
 - Identify any conflict/s.
 - If any are identified, a mitigation plan **must** be included.



Proposal Preparation (Volume I - Technical & Management)

- **Page Limitations:** NTE 15 pages for a single TA. NTE 30 pages for multiple TAs.

- **Detailed Proposal Information:**
 - Executive Summary
 - Technical Approach
 - Statement of Work (by phase)
 - Deliverables
 - Schedule and Milestones
 - State-of-the-Art Comparison
 - Risk Mitigation Plan
 - Previous Accomplishments
 - Facilities
 - Summary Slide

- **Make sure to include every proposal topic - the point is to ensure the Gov't fully understands what you are proposing.**

- **Make sure to review “Funding Opportunity Description” for additional proposal preparation information/instructions of a technical nature.**



Proposal Preparation (Volume II - Cost Proposal)

- **No Page Limit.**
- **Those Seeking a Contract (FAR/DFARS)**
 - Certified Cost and Pricing Information (required if over \$750,000)
 - Only exception (DoD Waiver) is for nonprofit organizations, including educational institutions.
 - No exception for FFRDC's (if selected, rates/factors reviewed by sponsor CO).
 - Applies to for-profit subcontractors as well (**primes must provide sub analysis**).
 - Provide **ALL** that is stipulated in the BAA and FAR Part 15 (Table 15-2).
 - **Proposal Adequacy Checklist (DFARS 252.215-7009) is required.**
- **All Others (Non-profits/Schools and OT's)**
 - Other than cost/pricing information is required.
- **All Proposers**
 - Detailed cost build-ups by phase, task and month.
 - Cost build-ups using MS Excel with editable cells that include all formulas.



Proposal Preparation (Volume II - Cost Proposal)

- **Cost Accounting System Approval**

- Required if seeking a cost reimbursement type contract.
- Provide completed SF 1408 if system is not yet approved.
- DCMA approval can take 90+ days (after selected).

- **Small Business Subcontracting Plan - required if proposal from large business exceeds \$700,000.**

- **Subcontractor Proposal(s):**

- The prime contractors submission **MUST** include, at a minimum, a non-proprietary, subcontractor proposal for **EACH** subcontractor.*
- All subcontractors **MUST** be able to submit a fully disclosed version of their proposal directly to the Government **immediately upon request**.
- If utilizing FFRDC or Government entity, the proposal **MUST** included the required eligibility information (this is the primes responsibility).

➤ ***NO ROMS! (otherwise the proposal will be deemed noncompliant)**



Proposal Preparation (Misc.)

- **Expected award date (for pricing purposes): ~ April 2017**
- Following the proposal preparation instructions assists the evaluation team to clearly understand what is being proposed and supports a timely negotiation.
- Proposers are cautioned that evaluation ratings may be lowered and/or proposals rejected if proposal submittal or preparation instructions are not followed.



Proposal Submission

- All proposals **must** be submitted via DARPA's BAA website.
 - ✓ You **must** register in advance of submitting a proposal.
 - ✓ You **must** click the "Finalize Full Proposal" button.
 - If you don't then your proposal has not been submitted for review.

- Proposals are due October 19, 2016 **(5:00 PM, Eastern Time)**
 - Late is Late!
 - Proposals received after the due date/time will not be reviewed.



Data Rights

- **Government desires Unlimited Rights to data and/or software deliverables.**
- **If asserting less than Unlimited Rights (e.g., Restrictions):**
 - Provide and justify basis of assertions using the prescribed format.
 - Explain how each item will be used to support the proposed research project.
 - Explain how the Government will be able to reach its program goals (including transition).
- The above Data Rights Cert includes prime and sub info, as applicable.
- Provide even if you are proposing other than a contract.
- This information is assessed during evaluations (barriers to transition).
- Final/Negotiated Data Rights Cert is made a part of the award instrument (for contracts and OT's).



Communications

- **Prior to Receipt of Proposals (Solicitation Phase):** No restrictions, however Gov't (PM/PCO) shall not dictate solutions or transfer technology.
 - Typically handled through the FAQ.
- **After Receipt of Proposals/Prior to Selections (Scientific Review Phase):** Limited to Contracting Officer or BAA Coordinator (with approval) to address clarifications requested by the review team.
 - Proposal cannot be changed in response to clarification requests.
- **After Selection/Prior to Award (Negotiation Phase):** Negotiations are conducted by the Contracting Officer.
 - PM and/or COR typically tasked with finalizing the SOW (with PI).
 - PM and/or COR typically involved in any technical discussions (i.e., partial selection discussions).
- **Informal Feedback Sessions (Post Award):** May be requested/provided once the selection(s) are made.
 - If made on a timely basis (~2 wks after letter), all requests will be accepted.



FAQ

- **Questions must be submitted in writing to DARPA-BAA-16-52@darpa.mil.**
 - Send by no later than **October 5, 2016**.
 - Avoid including proprietary/sensitive information (mark such info if included).
- **FAQ will be posted to:**
 - <http://www.darpa.mil/work-with-us/opportunities>
 - Filter by Office (select MTO)
 - Select “DARPA-BAA-16-52.”
- **The BAA, and any amendments thereto, is posted on <https://www.fbo.gov/>.**
 - **Sometimes possible that the BAA is amended due to question/s received (FAQ will note this if applicable).**