



Defense Sciences Office  
Office-wide  
Broad Agency Announcement  
DARPA-BAA-15-39  
July 2, 2015

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ATTACHMENT 1: PROPOSAL TEMPLATE – TECHNICAL & MANAGEMENT VOLUME

ATTACHMENT 2: PROPOSAL TEMPLATE – SUMMARY SLIDE

ATTACHMENT 3: PROPOSAL TEMPLATE – COST VOLUME

## PART I: OVERVIEW INFORMATION

- **Federal Agency Name:** Defense Advanced Research Projects Agency (DARPA), Defense Sciences Office (DSO)
- **Funding Opportunity Title:** DSO Office-wide BAA
- **Announcement Type:** Initial Announcement
- **Funding Opportunity Number:** DARPA-BAA-15-39
- **Catalog of Federal Domestic Assistance (CFDA) Number(s):** 12.910 Research and Technology Development
  
- **Dates** (All times listed herein are Eastern Time.)
  - Posting Date: July 2, 2015
  - Proposers' Days: July 21-22, 2015. See Section VIII.B.
  - Executive Summary Due Date: May 12, 2016, 4:00 p.m.
  - Abstract Due Date: June 2, 2016, 4:00 p.m.
  - Full Proposal Due Date: July 2, 2016, 4:00 p.m.
  
- **Anticipated Individual Awards:** Multiple awards are anticipated. The level of funding for individual awards made under this solicitation has not been predetermined and will depend on the quality of the proposals received and the availability of funds.
  
- **Concise Description of Funding Opportunity:** This BAA solicits executive summaries, abstracts and proposals for revolutionary research efforts applicable to the DSO mission as described herein.
  
- **Types of Instruments that May be Awarded:** Procurement contracts, grants, cooperative agreements or other transactions
  
- **Solicitation Email:** [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil)
  
- **Solicitation Mailing Address:**  
DARPA/DSO  
ATTN: DARPA-BAA-15-39  
675 North Randolph Street  
Arlington, VA 22203-2114
  
- **DSO Solicitation Website:** <http://www.darpa.mil/work-with-us/opportunities>
  
- **Frequently Asked Questions (FAQ):** FAQs for this solicitation may be viewed on the DSO Solicitation Website. See Section VIII.A for further information.

## PART II: FULL TEXT OF ANNOUNCEMENT

### I. Funding Opportunity Description

This Broad Agency Announcement (BAA) is being issued, and any resultant selection will be made, using procedures under Federal Acquisition Regulation (FAR) 35.016. Any negotiations and/or awards will use procedures under FAR 15.4 (or 32 CFR 22 for grants and cooperative agreements). Any amendments to this BAA will be posted to the Federal Business Opportunities (FBO) website (<http://www.fbo.gov/>) and the Grants.gov website (<http://www.grants.gov/>).

#### A. Introduction

The mission of the Defense Advanced Research Projects Agency (DARPA) Defense Sciences Office (DSO) is to identify and pursue high-risk, high-payoff research initiatives across a broad spectrum of science and engineering disciplines and to transform these initiatives into important, radically new, game-changing technologies for U.S. national security. In support of this mission, this DSO Office-wide BAA invites proposers to submit innovative basic or applied research concepts in one or more of the following technical areas: Physical Systems; Mathematics, Modeling and Design; and Human-Machine Systems. Each of these areas is described below and includes a list of example research topics. For each technical area addressed, proposed research should investigate innovative approaches that enable revolutionary advances. DSO is explicitly *not interested* in approaches or technologies that primarily result in evolutionary improvements to the existing state of practice.

#### B. Technical Areas of Interest

- **Physical Systems:** Leading edge experimental and/or theoretical research that explores scientific boundaries and advances our understanding of physics, chemistry, and materials science to generate unique capabilities for U.S. national security.

Example topics: exploration of emerging quantum sciences ranging from quantum information to novel photonic devices; novel metrology; advanced armor concepts; new computational substrates optimized for solving complex problems; and new methods for achieving molecules with unique chemical and biological functionalities.

- **Mathematics, Modeling, and Design:** Development and implementation of advanced mathematics and modeling tools for applications of interest to U.S. national security.

Example topics: novel mathematical advances that accelerate discovery in physics, chemistry, and materials science; new approaches to electromagnetic modeling and simulation; major conceptual advances that lead to novel computation at scale; advanced mathematics and modeling tools needed to efficiently propagate multiple sources of uncertainty to make accurate predictions about stochastic, complex systems; representational and computational foundations for new design approaches

and tools; and techniques to enhance the capability for humans to understand, construct and optimize complex engineering systems.

- **Human-Machine Systems:** Development of a fundamental understanding of human-technology system dynamics to analyze and assess a wide variety of critical systems – factories, defense systems, human innovation systems – by radically magnifying the capabilities of people (individuals and groups) to respond to increasingly complex problems.

Example topics: Research into trusted human-machine systems; enhancement of human capabilities through application of machine interfaces; leveraging machines to accelerate human discovery and application of technology solutions; and modeling human behavior, such as through the development of new research methods to discover and validate underlying principles in social science.

### C. Submissions

Prior to submitting a research concept to any DARPA BAA, proposers should review each technical office’s website for descriptions of the particular focus areas to ensure the proposed concept is in line with that office’s technology investment portfolio (<http://www.darpa.mil/about-us/offices>). The office-wide BAAs published by each technical office also describe the particular technical areas of interest specific to each office (<http://www.darpa.mil/work-with-us/opportunities>). Since each DARPA BAA addresses different challenges and technical areas, proposers should not simultaneously propose the same research to multiple DARPA BAAs.

Submissions to this DSO Office-wide BAA may be in the form of an executive summary, abstract, or full proposal. Prior to submitting an abstract or full proposal, proposers are *strongly encouraged* to first submit an executive summary as described in Section IV. This process allows a proposer to quickly ascertain whether the proposed concept is: (1) applicable to the DSO mission and (2) currently of interest. For the purposes of this BAA, applicability to the DSO mission is defined as follows:

- The proposed concept is applicable to the technical areas described herein.
- The proposed concept is important to DSO’s current investment portfolio.
- The proposed concept investigates an innovative approach that enables revolutionary advances, i.e., will not primarily result in evolutionary improvements to the existing state of practice.
- The proposed work has not already been completed (i.e., the research element is complete but manufacturing/fabrication funds are required).
- The proposer has not already received funding or a positive funding decision for the proposed concept (whether from DARPA or another Government agency).

The recommended order of submissions is executive summary, abstract, full proposal. Abstracts and full proposals that are not found to be applicable to the DSO mission as defined above may be deemed non-conforming<sup>1</sup> and removed from consideration. All abstracts and full proposals

must provide sufficient information to assess the validity/feasibility of their claims as well as comply with the requirements outlined herein for submission formatting, content and transmission to DARPA. Abstracts and full proposals that fail to do so may be deemed non-conforming and removed from consideration. Proposers will be notified of non-conforming determinations via letter. See Section IV for detailed information regarding submission requirements.

## **II. Award Information**

### **A. Awards**

Multiple awards are anticipated. The level of funding for individual awards made under this solicitation has not been predetermined and will depend on the quality of the proposals received and the availability of funds. Awards under this solicitation will be made to proposers whose proposals are determined to be the most advantageous and provide best value to the Government, all factors considered, including the potential contributions of the proposed work, overall funding strategy, and availability of funding. See Section V for further information.

The Government reserves the right to:

- select for negotiation all, some, one, or none of the proposals received in response to this solicitation;
- make awards without discussions with proposers;
- conduct discussions with proposers if it is later determined to be necessary;
- segregate portions of resulting awards into pre-priced options;
- accept proposals in their entirety or to select only portions of proposals for award;
- fund proposals in increments with options for continued work at the end of one or more phases;
- request additional documentation once the award instrument has been determined (e.g., representations and certifications); and
- remove proposers from award consideration should the parties fail to reach agreement on award terms within a reasonable time or the proposer fails to provide requested additional information in a timely manner.

Proposals identified for negotiation may result in a procurement contract, grant, cooperative agreement, or other transaction (OT), depending upon the nature of the work proposed, the required degree of interaction between parties, and other factors.

In all cases, the Government contracting officer shall have sole discretion to select award instrument type and to negotiate all instrument terms and conditions with selectees. Proposers are advised that if they propose grants or cooperative agreements, DARPA may select other award instruments, as it deems appropriate. DARPA will apply publication or other restrictions, as necessary, if it determines that the research resulting from the proposed effort will present a high likelihood of disclosing performance characteristics of military systems or manufacturing technologies that are unique and critical to defense. Any award resulting from such a

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<sup>1</sup> “Conforming” is defined as having been submitted in accordance with the requirements outlined herein.

determination will include a requirement for DARPA permission before publishing any information or results on the program. For more information on publication restrictions, see the section below on Fundamental Research.

## **B. Fundamental Research**

It is DoD policy that the publication of products of fundamental research will remain unrestricted to the maximum extent possible. National Security Decision Directive (NSDD) 189 established the national policy for controlling the flow of scientific, technical, and engineering information produced in federally funded fundamental research at colleges, universities, and laboratories. The Directive defines fundamental research as follows:

'Fundamental research' means basic and applied research in science and engineering, the results of which ordinarily are published and shared broadly within the scientific community, as distinguished from proprietary research and from industrial development, design, production, and product utilization, the results of which ordinarily are restricted for proprietary or national security reasons.

As of the date of publication of this BAA, the Government cannot identify whether the work under this BAA may be considered fundamental research and may award both fundamental and non-fundamental.

Proposers should indicate in their proposal whether they believe the scope of the research included in their proposal is fundamental or not. While proposers should clearly explain the intended results of their research, the Government shall have sole discretion to select award instrument type and to negotiate all instrument terms and conditions with selectees. Appropriate clauses will be included in resultant awards for non-fundamental research to prescribe publication requirements and other restrictions, as appropriate.

For certain research projects, it may be possible that although the research being performed by the prime contractor is restricted research, a subawardee may be conducting contracted fundamental research. In those cases, it is the prime contractor's responsibility to explain in its proposal why its subawardee's effort is contracted fundamental research.

The following statement or similar provision will be incorporated into any resultant non-fundamental research procurement contract or other transaction:

“There shall be no dissemination or publication, except within and between the contractor and any subawardees, of information developed under this contract or contained in the reports to be furnished pursuant to this contract without prior written approval of DARPA's Public Release Center (DARPA/PRC). All technical reports will be given proper review by appropriate authority to determine which Distribution Statement is to be applied prior to the initial distribution of these reports by the contractor. With regard to subawardee proposals for Contracted Fundamental Research, papers resulting from unclassified contracted fundamental research are exempt from prepublication controls and this review requirement, pursuant to DoD Instruction 5230.27 dated October 6, 1987.

When submitting material for written approval for open publication, the contractor/awardee must submit a request for public release to the DARPA/PRC and include the following information: (1) Document Information: document title, document author, short plain-language description of technology discussed in the material (approx. 30 words), number of pages (or minutes of video) and document type (e.g., briefing, report, abstract, article, or paper); (2) Event Information: event type (conference, principal investigator meeting, article or paper), event date, desired date for DARPA's approval; (3) DARPA Sponsor: DARPA Program Manager, DARPA office, and contract number; and (4) Contractor/Awardee's Information: POC name, email and phone. Allow four weeks for processing; due dates under four weeks require a justification. Unusual electronic file formats may require additional processing time. Requests may be sent either via email to [prc@darpa.mil](mailto:prc@darpa.mil) or by mail at 675 North Randolph Street, Arlington VA 22203-2114, telephone (571) 218-4235. Refer to the following for link for information about DARPA's public release process: <http://www.darpa.mil/work-with-us/contract-management/public-release>."

### **III. Eligibility Information**

#### **A. Eligible Applicants**

All responsible sources capable of satisfying the Government's needs may submit a proposal that shall be considered by DARPA.

#### **1. Federally Funded Research and Development Centers (FFRDCs) and Government Entities**

Federally Funded Research and Development Centers (FFRDCs) and Government entities (e.g., Government/National laboratories, military educational institutions, etc.) are subject to applicable direct competition limitations and cannot propose to this BAA in any capacity unless they meet the following conditions: (1) FFRDCs must clearly demonstrate that the proposed work is not otherwise available from the private sector; and (2) FFRDCs must provide a letter on official letterhead from their sponsoring organization citing the specific authority establishing their eligibility to propose to Government solicitations and compete with industry, and their compliance with the associated FFRDC sponsor agreement and terms and conditions. This information is required for FFRDCs proposing to be prime contractors or subawardees. Government entities must clearly demonstrate that the work is not otherwise available from the private sector and provide written documentation citing the specific statutory authority and contractual authority, if relevant, establishing their ability to propose to Government solicitations. At the present time, DARPA does not consider 15 U.S.C. § 3710a to be sufficient legal authority to show eligibility. While 10 U.S.C. § 2539b may be the appropriate statutory starting point for some entities, specific supporting regulatory guidance, together with evidence of agency approval, will still be required to fully establish eligibility. DARPA will consider FFRDC eligibility submissions on a case-by-case basis; however, the burden to prove eligibility for all team members rests solely with the proposer.

#### **2. Foreign Participation**



Non-U.S. organizations and/or individuals may participate to the extent that such participants comply with any necessary nondisclosure agreements, security regulations, export control laws, and other governing statutes applicable under the circumstances.

## **B. Procurement Integrity, Standards of Conduct, Ethical Considerations, and Organizational Conflicts of Interest**

Current federal employees are prohibited from participating in particular matters involving conflicting financial, employment, and representational interests (18 U.S.C. §§ 203, 205, and 208). Once the proposals have been received, and prior to the start of proposal evaluations, the Government will assess potential conflicts of interest and will promptly notify the proposer if any appear to exist. The Government assessment does NOT affect, offset, or mitigate the proposer's responsibility to give full notice and planned mitigation for all potential organizational conflicts, as discussed below.

Without prior approval or a waiver from the DARPA Director, in accordance with FAR 9.503, a contractor cannot simultaneously provide scientific, engineering, technical assistance (SETA) or similar support and also be a technical performer. As part of the proposal submission, all members of the proposed team (prime proposers, proposed subawardees, and consultants) must affirm whether they (their organizations and individual team members) are providing SETA or similar support to any DARPA technical office(s) through an active contract or subcontract. All affirmations must state which office(s) the proposer, subawardees, consultant, or individual supports and identify the prime contract number(s). All facts relevant to the existence or potential existence of organizational conflicts of interest (FAR 9.5) must be disclosed. The disclosure must include a description of the action the proposer has taken or proposes to take to avoid, neutralize, or mitigate such conflict. If in the sole opinion of the Government after full consideration of the circumstances, a proposal fails to fully disclose potential conflicts of interest and/or any identified conflict situation cannot be effectively mitigated, the proposal will be rejected without technical evaluation and withdrawn from further consideration for award.

If a prospective proposer believes a conflict of interest exists or may exist (whether organizational or otherwise) or has questions on what constitutes a conflict of interest, the proposer should send his/her contact information and a summary of the potential conflict via email to the BAA email address before time and effort are expended in preparing a proposal and mitigation plan.

## **C. Cost Sharing/Matching**

Cost sharing is not required; however, it will be carefully considered where there is an applicable statutory condition relating to the selected funding instrument (e.g., OTs under the authority of 10 U.S.C. § 2371).

## **IV. Application and Submission Information**

### **A. Address to Request Application Package**

This document contains all information required to submit a response to this solicitation. No additional forms, kits, or other materials are needed except as referenced herein. No request for proposal or additional solicitation regarding this opportunity will be issued, nor is additional information available except as provided at the Federal Business Opportunities website (<http://www.fbo.gov>), the Grants.gov website (<http://www.grants.gov/>), or referenced herein.

### **B. Content and Form of Application Submission**

As stated above, the recommended order of submissions is executive summary, abstract, full proposal. The below sections describe each type of submission and provide instructions for content, format, and transmission.

#### **1. Executive Summary Information**

The executive summary provides a synopsis of the proposed project by concisely answering the following questions:

- What is the proposed work attempting to accomplish or do?
- How is it done today, and what are the limitations?
- Who will care and what will the impact be if the work is successful?

DARPA will respond to executive summaries with a brief statement either encouraging or discouraging submission of a follow-on abstract or full proposal. In keeping with the intent of the executive summary, these responses will generally be limited to a statement of interest (or lack thereof), rather than providing detailed feedback. DARPA will attempt to reply to executive summaries via e-mail within thirty (30) calendar days of receipt. Regardless of DARPA's response to an executive summary, proposers may submit an abstract or full proposal.

#### **a. Executive Summary Format**

Executive summaries shall not exceed 2 pages as outlined below. The document shall be formatted for printing on 8-1/2 by 11 inch paper with 1-inch margins and font size not smaller than 12 point. The document file must be in .pdf, .doc, or .docx format and must be written in English.

*Executive summaries must not be submitted to DARPA via email; any so sent will be disregarded. See Section IV.E.1 for submission instructions.*

Executive summaries must include the following components:

##### **i. Cover Sheet (1 page)**

Provide the following information:

- (1) Label: "Executive Summary"
- (2) BAA number (DARPA-BAA-15-39)

- (3) Executive summary title
- (4) Lead organization name
- (5) Technical point of contact (POC) including name, mailing address, telephone, and email address
- (6) Administrative POC including name, mailing address, telephone number, and email address

**ii. Technical Description (1 page)**

Provide a synopsis of the proposed project by effectively and succinctly conveying the main objective, key innovations, expected impact, and other unique aspects of the proposed project.

**2. Abstract Information**

The abstract expands on the executive summary’s synopsis of the proposed project, providing sufficient information for DARPA to make a preliminary assessment of the scientific or technical merit of the proposed concept.

DARPA will respond to abstracts with a statement as to whether DARPA is interested in the idea. DARPA will attempt to reply to abstracts via email within thirty (30) calendar days of receipt. If DARPA does not recommend the proposer submit a full proposal, DARPA will provide detailed feedback to the proposer regarding the rationale for this decision. Regardless of DARPA’s response to an abstract, proposers may submit a full proposal. Abstracts will be reviewed in the order they are received. DARPA will review all full proposals submitted using the published evaluation criteria and without regard to any comments resulting from the review of an abstract.

*Abstracts must not be submitted to DARPA via email. See Section IV.E.2 for abstract submission instructions.*

**b. Abstract Format**

All pages shall be formatted for printing on 8-1/2 by 11 inch paper with 1-inch margins and font size not smaller than 12 point. Font sizes of 8 or 10 point may be used for figures, tables, and charts. The document file must be in .pdf, .doc, or .docx formats and must be written in English.

Abstracts shall not exceed a maximum of 5 pages.

<b>Page limit includes:</b>	<b>Page limit does NOT include:</b>
All figures, tables, charts, references and resumes	Official transmittal letter (optional)
Bibliography (optional)	Cover Sheet

Abstracts must include the following components:

**i. Cover Sheet:** Provide the following information:

- (1) Label: “Abstract”
- (2) BAA number (DARPA-BAA-15-39)

- (3) Abstract title
- (4) Lead organization name
- (5) Technical point of contact (POC) including name, mailing address, telephone, and email address
- (6) Administrative POC including name, mailing address, telephone number, and email address
- (7) Estimated total cost
- (8) Estimated period of performance
- (9) Primary subcontractors (if known/applicable)
- (10) Identify any other solicitation(s) to which this concept has been proposed

**ii. Goals and Impact:** Describe what is being proposed and what difference it will make (qualitatively and quantitatively) if successful. Describe the innovative aspects of the project in the context of existing capabilities and approaches, clearly delineating the relationship of this work to any other projects from the past and present.

**iii. Technical Plan:** Outline and address the technical challenges inherent in the approach and possible solutions for overcoming potential problems.

**iv. Capabilities/Management Plan:** Provide a brief summary of expertise of the team (key personnel and subcontractors), including organizational experience in this area. Include a description of the team's organization including roles and responsibilities. Teaming arrangements do not need to be finalized at the time of abstract submission; however, mention of potential teaming/collaboration arrangements is encouraged.

**v. Cost and Schedule:** Provide a cost estimate for resources over the proposed timeline of the project, broken down by Government fiscal year and major cost items (e.g., labor, materials, etc.). Include cost estimates for each potential subcontractor (may be a rough order of magnitude).

**vii. Bibliography (Optional):** If desired, include a brief bibliography with links to relevant papers, references, reports, or resumes of key team members.

### 3. Full Proposal Information

Proposals consist of Volume 1: Technical and Management Volume (including mandatory subsection xii (Administrative and National Policy Requirements) and the optional bibliography (subsection xiii); and Volume 2: Cost Volume.

All pages in both the Technical and Management Volume and the Cost Volume shall be formatted for printing on 8-1/2 by 11-inch paper with 1-inch margins, single-line spacing, and a font size not smaller than 12 point. Font sizes of 8 or 10 point may only be used for figures, tables, and charts. Document files must be in .pdf, .odx, .ppt, .pptx, .doc, .docx, .xls, or .xlsx formats and must be written in English.

To assist in proposal development, proposers may use the templates provided along with the BAA posted at <http://www.fbo.gov/>. Attachment 1 is for the Technical and Management

Volume, Attachment 2 is for the summary slide (introductory section of the Technical Volume), and Attachment 3 is for the Cost Volume. Use of these templates is optional; proposers may use their own format as long as all of the information requested herein is provided.

Proposers are encouraged to submit concise, but descriptive, proposals. Specific examples of problems, approaches, or goals are preferred to qualitative generalities. The Government will not consider pages in excess of the page count limitation, as described herein. Proposals with fewer than the maximum number of pages will not be penalized. Information incorporated into the Cost Volume which is not related to cost will not be considered. Additional information not explicitly called for in the Technical and Management Volume description must not be submitted with the proposal, but may be included as links in the bibliography. Such materials will be considered for the reviewers’ convenience only and not evaluated as part of the proposal.

**a. Volume 1: Technical and Management Volume**

Volume 1 shall not exceed a maximum of 20 pages.

<b>Page limit includes</b>	<b>Page limit does NOT include</b>
Technical figures	Cover Sheet and Table of Contents
Technical tables	Official transmittal letter
Technical charts	Executive summary slide
References	Administrative and National Policy Requirements
Resumes	Bibliography (optional) While not included in the overall page limit, the bibliography should not exceed 2 pages. Since resumes and references count against the proposal page limit, proposers may wish to include them as links in the bibliography.

Volume 1 must include the following components:

**i. Cover Sheet:** Include the following information.

- (1) Label: “Proposal: Volume 1”
- (2) BAA number (DARPA-BAA-15-39)
- (3) Proposal title
- (4) Proposer’s reference number, if any
- (5) Lead organization (prime contractor) name
- (6) Type of organization, selected from the following categories: Large Business, Small Disadvantaged Business, Other Small Business, Historically Black Colleges and Universities (HBCU), Minority Institution (MI), Other Educational, or Other Nonprofit
- (7) Technical point of contact (POC) including name, mailing address, telephone, and email address
- (8) Administrative POC including name, mailing address, telephone number, and email address
- (9) Total proposed cost separated by base award and any proposed option(s)
- (10) Award instrument requested: procurement contract (specify type), grant,

- cooperative agreement or OT.
- (11) Place(s) and period(s) of performance
  - (12) List all other team members (subcontractors and consultants), including Technical POC name, organization and organization type
  - (13) Date proposal was prepared
  - (14) Proposal validity period

## **ii. Official Transmittal Letter**

## **iii. Table of Contents**

**iv. Executive Summary Slide:** Provide a one slide summary in PowerPoint that effectively and succinctly conveys the main objective, key innovations, expected impact, and other unique aspects of the proposed project.

**v. Goals and Impact:** Describe what the proposed team is trying to achieve and the difference it will make (qualitatively and quantitatively) if successful. Describe the innovative aspects of the project in the context of existing capabilities and approaches, clearly delineating the uniqueness and benefits of this project in the context of the state of the art, alternative approaches, and other projects from the past and present. Describe how the proposed project is revolutionary and how it significantly rises above the current state of the art.

Describe the deliverables associated with the proposed project and any plans to commercialize the technology, transition it to a customer, or further the work. Discuss the mitigation of any issues related to sustainment of the technology over its entire lifecycle, assuming the technology transition plan is successful.

**vi. Technical Plan:** Demonstrate a deep understanding of the technical challenges and present a credible (even if risky) plan to achieve the project's goal. Outline and address technical risks inherent in the approach and possible solutions for overcoming potential problems (mitigation of technical risk). Provide appropriate measurable milestones (quantitative if possible) at intermediate stages of the project to demonstrate progress, and a plan for achieving the milestones.

**vii. Management Plan:** Provide a summary of expertise of the proposed team, including any subcontractors/consultants and key personnel who will be executing the work. Identify a principal investigator (PI) for the project. Provide a clear description of the team's organization including an organization chart that includes, as applicable, the relationship of team members; unique capabilities of team members; task responsibilities of team members; teaming strategy among the team members; and key personnel with the amount of effort to be expended by each person during the project. Provide a detailed plan for coordination including explicit guidelines for interaction among collaborators/subcontractors of the proposed project. Include risk management approaches. Describe any formal teaming agreements that are required to execute this project. List Government-furnished materials or data assumed to be available.

**viii. Personnel, Qualifications, and Commitments:** List key personnel (no more than one page per person), showing a concise summary of their qualifications, discussion of previous accomplishments, and work in this or closely related research areas. Indicate the level of effort in terms of hours to be expended by each person during each year of the project as well as other (current and proposed) major sources of support for them and/or commitments of their efforts. DARPA expects all key personnel associated with a proposal to make substantial time commitment to the proposed activity and the proposal will be evaluated accordingly. Furthermore, awards may include key personnel conditions, so proposals should not include personnel that are not anticipated to execute the work.

**ix. Capabilities:** Describe organizational experience in relevant subject area(s), existing intellectual property, or specialized facilities. Discuss any work in closely related research areas and previous accomplishments. Identify other solicitation(s) to which this concept has been proposed. If applicable, state whether funding or a positive funding decision has already been received, and from which agency.

**x. Statement of Work (SOW):** The SOW must provide a detailed task breakdown, citing specific tasks and their connection to the interim milestones and metrics, as applicable. Each year of the project should be separately defined. The SOW must not include proprietary information. For each defined task/subtask, provide:

- A general description of the objective.
- A detailed description of the approach to be taken to accomplish each defined task/subtask.
- Identification of the primary organization responsible for task execution (prime contractor, subcontractor(s), consultant(s)), by name.
- A measurable milestone (e.g., a deliverable, demonstration, or other event/activity that marks task completion).
- A definition of all deliverables (e.g., data, reports, software) to be provided to the Government in support of the proposed tasks/subtasks.

**xi. Schedule and Milestones:** Provide a detailed schedule showing tasks (task name, duration, work breakdown structure element as applicable, performing organization), milestones, and the interrelationships among tasks. The task structure must be consistent with that in the SOW. Measurable milestones should be clearly articulated and defined in time relative to the start of the project.

**xii. Administrative and National Policy Requirements:** This section is mandatory and must include ALL of the following components. If a particular subsection is not applicable, state “NONE” (i.e., do not delete the subsection or leave it blank).

- (1). Team Member Identification:** Provide a list of all team members including the prime, subcontractor(s), and consultant(s), as applicable. Identify specifically whether any are a non-U.S. organization or individual, FFRDC and/or Government entity. Use the following format for this list:

Prime			
<b>Individual Name:</b>	<b>Organization:</b>	Non-U.S. Organization:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Non-U.S. Individual:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		FFRDC:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Government Entity:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Subcontractors/Consultants			
<b>Individual Name:</b>	<b>Organization:</b>	Non-U.S. Organization:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Non-U.S. Individual:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		FFRDC:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Government Entity:	<input type="checkbox"/> Yes <input type="checkbox"/> No
<b>Individual Name:</b>	<b>Organization:</b>	Non-U.S. Organization:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Non-U.S.US Individual:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		FFRDC:	<input type="checkbox"/> Yes <input type="checkbox"/> No
		Government Entity:	<input type="checkbox"/> Yes <input type="checkbox"/> No

- (2). **Government or FFRDC Team Member Proof of Eligibility to Propose:** If any of the team member organizations (prime or subcontractor) are a Government entity or FFRDC, provide documentation (per Section III.A.1) citing the specific authority that establishes the applicable team member’s eligibility to propose to Government solicitations to include: (1) statutory authority; (2) contractual authority; (3) supporting regulatory guidance; and (4) evidence of agency approval for applicable team member participation.
- (3). **Government or FFRDC Team Member Statement of Unique Capability:** If any of the team member organizations (prime or subcontractor) are a Government entity or FFRDC, provide a statement (per Section III.A.1) that demonstrates the work to be performed by the Government entity or FFRDC team member is not otherwise available from the private sector.
- (4). **Organizational Conflict of Interest Affirmations and Disclosure:** If none of the proposed team members is currently providing DARPA with SETA or similar support as described in Section III.B, state “NONE.”

If any of the proposed team members (individual or organization) is currently performing SETA or similar support to DARPA, provide the following information:

Prime Contract Number	DARPA Technical Office supported	A description of the action the proposer has taken or proposes to take to avoid, neutralize, or mitigate the conflict

- (5). **Intellectual Property (IP):** If no IP restrictions are intended, state “NONE.” The Government will assume unlimited rights to all IP not explicitly identified as restricted in the proposal.

For all technical data or computer software that will be delivered to the



Government with other than unlimited rights, provide (per Section VI.B.1) a list describing all proprietary claims to results, prototypes, deliverables or systems supporting and/or necessary for the use of the research, results, prototypes and/or deliverables. Provide documentation proving ownership or possession of appropriate licensing rights to all patented inventions (or inventions for which a patent application has been filed) to be used for the proposed project. Use the following format for these lists:

NONCOMMERCIAL				
Technical Data and/or Computer Software To be Delivered With Restrictions	Summary of Intended Use in the Conduct of the Research	Basis for Assertion	Asserted Rights Category	Name of Person Asserting Restrictions
(List)	(Narrative)	(List)	(List)	(List)
(List)	(Narrative)	(List)	(List)	(List)

COMMERCIAL				
Technical Data and/or Computer Software To be Delivered With Restrictions	Summary of Intended Use in the Conduct of the Research	Basis for Assertion	Asserted Rights Category	Name of Person Asserting Restrictions
(List)	(Narrative)	(List)	(List)	(List)
(List)	(Narrative)	(List)	(List)	(List)

- (6). Human Subjects Research (HSR):** If HSR is not a factor in the proposal, state “NONE.”

If the proposed work will involve human subjects, provide evidence of or a plan for review by an institutional review board (IRB). For further information on this subject, see Section VI.B.2.

- (7). Animal Use:** If animal use is not a factor in the proposal, state “NONE.”

If the proposed research will involve animal use, provide a brief description of the plan for Institutional Animal Care and Use Committee (IACUC) review and approval. For further information on this subject, see Section VI.B.3.

- (8). Representations Regarding Unpaid Delinquent Tax Liability or a Felony Conviction under Any Federal Law:** Per Section VI.B.10, complete the following statements.

(a) The proposer represents that it is [ ] is not [ ] a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability.

(b) The proposer represents that it is [ ] is not [ ] a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

**xiii. Bibliography (Optional):** If desired, include a brief bibliography with links to relevant papers, reports, references or resumes. Do not include technical papers. This section is optional, and the linked materials will not be evaluated as part of the proposal review.

#### **b. Volume 2 –Cost Volume**

This volume is mandatory and must include all the listed components. No page limit is specified for this volume. The Cost Volume shall be formatted for printing on 8-1/2 by 11-inch paper with 1-inch margins, single-line spacing, and a font size not smaller than 12 point for all document files. Submissions must be written in English.

Costs must be traceable between the prime and subcontractors/consultants, as well as between the cost proposal and the SOW. Cost information must be provided in sufficient detail to substantiate the proposed prices.

#### **i. Cover Sheet:**

- (1) Label: “Proposal: Volume 2”
- (2) BAA number (DARPA-BAA-15-39)
- (3) Proposal title
- (4) Proposer’s reference number, if applicable
- (5) Lead organization (prime proposer) name
- (6) Type of organization, selected from the following categories: Large Business, Small Disadvantaged Business, Other Small Business, HBCU, MI, Other Educational, or Other Nonprofit
- (7) Technical point of contact (POC) including name, mailing address, telephone, and email address
- (8) Administrative POC including name, mailing address, telephone number, and email address
- (9) Total proposed cost separated by base award and any proposed option(s)
- (10) Award instrument requested: procurement contract (specify type), grant, cooperative agreement, other transaction
- (11) Place(s) and period(s) of performance
- (12) List all other team member(s) (subcontractors and consultants), if applicable; for each, provide the Technical POC name and organization
- (13) Data Universal Numbering System (DUNS) number<sup>2</sup>
- (14) Taxpayer identification number (TIN)<sup>3</sup>
- (15) Commercial and Government Entity (CAGE) code<sup>4</sup>

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<sup>2</sup> The DUNS number is used as the Government's contractor identification code for all procurement-related activities. Go to <http://fedgov.dnb.com/webform/index.jsp> to request a DUNS number (may take at least one business day). See Section VI.B.7 for further information.

<sup>3</sup> See <http://www.irs.gov/businesses/small/international/article/0,,id=96696,00.html> for information on requesting a TIN. Note, requests may take from 1 business day to 1 month depending on the method (online, fax, mail).

<sup>4</sup> A CAGE Code identifies companies doing or wishing to do business with the Federal Government. See Section

- (16) Name, address, and telephone number of the proposer's cognizant Defense Contract Management Agency (DCMA) administration office<sup>5</sup> or Office of Naval Research (ONR) administration office<sup>6</sup>, if known
- (17) Name, address, and telephone number of the proposer's cognizant Defense Contract Audit Agency (DCAA) audit office<sup>7</sup>, if known
- (18) Date proposal was prepared
- (19) Proposal validity period

## ii. Cost Summaries

**(1) Cost Summary by Year:** Provide total program cost by Government Fiscal Year (GFY), broken down by major cost items to include: labor costs, materials, travel, consultants, subcontracts, other direct charges (ODCs), indirect costs (overhead, fringe, general and administrative (G&A)), and any proposed fee for the project.

**(2) Cost Summary by Month:** Provide a summary of projected funding requirements by month.

**(3) Cost Summary by Task:** Provide a summary of total program costs by task.

**iii. Cost Details:** Provide the following cost details broken down by GFY. Include supporting documentation describing the method used to estimate costs.

**(1) Direct Labor:** Provide individual labor categories or persons, with associated labor hours and direct labor rates.

**(2) Indirect Costs:** Identify all indirect cost rates (Fringe Benefits, Overhead, G&A, Facilities Cost of Money, etc.) and the basis for each.

**(3) Materials:** Provide an itemized list of all proposed materials including quantities, unit prices, proposed vendors (if known), and the basis of estimate (e.g., quotes, prior purchases, catalog price lists, etc.). Any item that exceeds \$5,000 must be supported with back-up documentation such as a copy of catalog price lists or quotes prior to purchase.

**(4) Equipment Purchases:** Provide an itemized list of all proposed equipment including quantities, unit prices, proposed vendors (if known) and the basis of estimate (e.g., quotes, prior purchases, catalog price lists, etc.). Any item that exceeds \$5,000 must be supported with back-up documentation such as a copy of catalog price lists or quotes prior to purchase. Include any requests for Government-furnished equipment or information with cost estimates and delivery dates.

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VI.B.7 for further information.

<sup>5</sup> <https://pubapp.dema.mil/CASD/CasdSearch.do>.

<sup>6</sup> <http://www.onr.navy.mil/Contracts-Grants/Regional-Contacts.aspx>.

<sup>7</sup> [http://www.dcaa.mil/FAQs\\_Contractor.pdf](http://www.dcaa.mil/FAQs_Contractor.pdf).

**(5) Travel:** Provide the purpose of the trip, number of trips, number of days per trip, departure and arrival destinations, number of people, etc.

**(6) ODCs:** Provide an itemized breakdown with costs. Backup documentation must be submitted to support proposed costs. An explanation of any estimating factors, including their derivation and application, must be provided.

**(7) Cost Sharing:** Provide the source, nature, and amount of any industry cost-sharing.

**(8) Consultant Costs:** Provide a copy of all consultants' proposed SOWs as well as signed consultant agreements or other documents which verify the proposed loaded daily / hourly rate, hours and any other proposed consultant costs (e.g., travel).

**(9) Subcontractor Costs:** Provide information requested above in subsections (1)-(7) for each proposed subcontractor. *All documentation must be prepared at the same level of detail as that required of the prime.* In addition, prime proposers must provide the following for all proposed subcontractors, as applicable:

- interdivisional work transfer agreements or evidence of similar arrangements; and
- a cost or price reasonableness analysis of proposed subcontractor prices as defined in FAR 15.404-3. Such analysis shall indicate the extent to which the prime contractor has negotiated subcontract prices.

The prime proposer is responsible for the compilation and submission of all non-proprietary subcontractor cost proposals. Proposal submissions will not be considered complete until the Government has received all subcontractor cost proposals.

Proprietary subcontractor cost proposals may be included as part of Volume 2 or emailed separately (by the subcontractor) to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil). Email messages must include "Subcontractor Cost Proposal" in the subject line and identify the principal investigator, prime proposer organization and proposal title in the body of the message.

**iv. Rate Agreements:** Provide any available Forward Pricing Rate Agreements, Department of Health and Human Services (DHHS) rate agreements, or other such approved rate information or documentation that may assist in expediting negotiations.

**v. Proposals Requesting a Procurement Contract:** Provide the following information where applicable. Note: this information is not required for grants, cooperative agreements or other transactions.

**(1) Proposals for \$700,000 or more (inclusive of all options):** "Certified cost or pricing data" (as defined in FAR 2.101) will be required unless the proposer requests an exception in accordance with FAR 15.403. Furthermore, per Section VI.B.11, a

proposal which may result in a CAS-compliant procurement contract, must include a Disclosure Statement as required by 48 CFR 9903.202.

**(2) Proposals for \$650,000 or more (inclusive of all options):** Pursuant to Section 8(d) of the Small Business Act (15 U.S.C. § 637(d)), it is Government policy to enable small business and small disadvantaged business concerns to be considered fairly as subcontractors to organizations performing work as prime contractors or subcontractors under Government contracts, and to ensure that prime contractors and subcontractors carry out this policy. In accordance with FAR 19.702(a)(1) and 19.702(b), prepare a subcontractor plan, if applicable. The plan format is outlined in FAR 19.704.

**(3) Proposals for a cost-type contract:** Proposers who do not have a cost accounting system that has been deemed adequate for determining accurate costs must provide the DCAA Pre-award Accounting System Adequacy Checklist in order to facilitate DCAA's completion of Standard Form (SF) 1408. The checklist may be found at: [http://www.dcaa.mil/preaward\\_accounting\\_system\\_adequacy\\_checklist.html](http://www.dcaa.mil/preaward_accounting_system_adequacy_checklist.html).

**vi. Proposals Requesting an Other Transaction for Prototypes (845 OT) agreement:** Provide the following information where applicable.

(1) Proposers must indicate whether they qualify as a nontraditional Defense contractor,<sup>8</sup> have teamed with a nontraditional Defense contractor, or are providing a one-third cost share for this effort. Provide information to support the claims.

(2) Provide a detailed list of milestones including: description, completion criteria, due date, and payment/funding schedule (to include, if cost share is proposed, contractor and Government share amounts). Milestones must relate directly to accomplishment of technical metrics as defined in the solicitation and/or the proposal. While agreement type (fixed price or expenditure based) will be subject to negotiation, the use of fixed price milestones with a payment/funding schedule is preferred. Proprietary information must not be included as part of the milestones.

#### **4. Proprietary and Security Information**

DARPA policy is to treat all submissions as source selection information (see FAR 2.101 and 3.104), and to disclose their contents only for the purpose of evaluation. Restrictive notices notwithstanding, during the evaluation process, submissions may be handled by support contractors for administrative purposes and/or to assist with technical evaluation. All DARPA support contractors performing this role are expressly prohibited from performing DARPA-sponsored technical research and are bound by appropriate nondisclosure agreements. Submissions will not be returned. The original of each submission received will be retained at DARPA and all other non-required copies destroyed. A certification of destruction may be

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<sup>8</sup> For definitions and information on 845 OT agreements see <http://www.darpa.mil/work-with-us/contract-management> and "Other Transactions (OT) Guide for Prototype Projects," dated January 2001 (as amended), at <http://www.acq.osd.mil/dpap/Docs/otguide.doc>.

requested, provided the formal request is received at this office within 5 days after unsuccessful notification.

**a. Proprietary Information**

Proposers are responsible for clearly identifying proprietary information. Submissions containing proprietary information must have the cover page and each page containing such information clearly marked with a label such as “Proprietary” or “Company Proprietary.” Note, “Confidential” is a classification marking used to control the dissemination of U.S. Government National Security Information as dictated in Executive Order 13526 and should not be used to identify proprietary business information.

**b. Security Information**

Classified submissions shall be transmitted in accordance with the following guidance. Additional information on the subjects discussed in this section may be found at <http://www.dss.mil/>. If a submission contains Classified National Security Information as defined by Executive Order 13526, the information must be appropriately and conspicuously marked with the proposed classification level and declassification date. Similarly, when the classification of a submission is in question, the submission must be appropriately and conspicuously marked with the proposed classification level and declassification date. Submissions requiring DARPA to make a final classification determination shall be marked as follows:

“CLASSIFICATION DETERMINATION PENDING. Protect as though classified \_\_\_\_\_ (insert the recommended classification level, e.g., Top Secret, Secret or Confidential)”

*NOTE: Classified submissions must indicate the classification level of not only the submitted materials, but also the classification level of the anticipated award.*

Proposers submitting classified information must have, or be able to obtain prior to contract award, cognizant security agency approved facilities, information systems, and appropriately cleared/eligible personnel to perform at the classification level proposed. All proposer personnel performing Information Assurance (IA)/Cybersecurity related duties on classified Information Systems shall meet the requirements set forth in DoD Manual 8570.01-M (Information Assurance Workforce Improvement Program).

Proposers choosing to submit classified information from other collateral classified sources (i.e., sources other than DARPA) must ensure: (1) they have permission from an authorized individual at the cognizant Government agency (e.g., Contracting Officer, Program Manager); (2) the proposal is marked in accordance with the source Security Classification Guide (SCG) from which the material is derived; and (3) the source SCG is submitted along with the proposal.

DARPA anticipates that submissions received under this BAA will be unclassified. However, if a proposer wishes to submit classified information, an *unclassified* email must

be sent to the BAA mailbox requesting submission instructions from the DARPA/DSO Program Security Officer (PSO). Security classification guidance and direction via a SCG and/or DD Form 254, "DoD Contract Security Classification Specification," will not be provided at this time, since DARPA is soliciting ideas only. If a determination is made that the award instrument may result in access to classified information, a SCG and/or DD Form 254 will be issued by DARPA and attached as part of the award.

### **C. Submission Dates and Times**

All times listed herein are in Eastern Time. Proposers are warned that submission deadlines as outlined herein are strictly enforced. When planning their response to this solicitation, proposers should take into account that some parts of the submission process may take from one business day to one month to complete (e.g., registering for a DUNS number or TIN).

*NOTE: Proposers submitting an executive summary, abstract or full proposal via the DARPA BAA Submission site (<https://baa.darpa.mil/>), MUST click the "Finalize" button with sufficient time for the upload to complete prior to the deadline. Failure to do so will result in a late submission.*

DARPA will acknowledge receipt of complete submissions via email and assign control numbers that should be used in all further correspondence regarding those submissions. If no confirmation is received within two business days, please contact the BAA Administrator at [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil) to verify receipt.

Failure to comply with the submission procedures outlined herein may result in the submission not being evaluated.

#### **1. Executive Summaries**

Executive summaries must be submitted per the instructions outlined herein *and received by DARPA* on or before 4:00 p.m. on May 12, 2016. Executive summaries received after this time and date may not be reviewed.

#### **2. Abstracts**

Abstracts must be submitted per the instructions outlined herein *and received by DARPA* on or before 4:00 p.m. on June 2, 2016. Abstracts received after this time and date may not be reviewed.

#### **3. Full Proposals**

The proposal package--full proposal (Volumes 1 and 2) and, as applicable, proprietary subcontractor cost proposals, classified appendices to unclassified proposals-- must be submitted per the instructions outlined herein *and received by DARPA* no later than 4:00 p.m. on or before July 2, 2016. Proposals received after this time may not be reviewed.

### **D. Funding Restrictions**

Not applicable.

## **E. Other Submission Requirements - Unclassified Submission Instructions**

Proposers must submit all parts of their submission package using the same method; submissions cannot be sent in part by one method and in part by another method nor should duplicate submissions be sent by multiple methods. *Email submissions will not be accepted.*

### **1. Executive Summaries**

DARPA/DSO will employ an electronic upload submission system (<https://baa.darpa.mil/>) for all UNCLASSIFIED executive summaries sent in response to this solicitation. *Executive summaries must not be submitted via Grants.gov.*

First time users of the DARPA BAA Submission website must complete a two-step account creation process. The first step consists of registering for an extranet account by going to the URL listed above and selecting the “Account Request” link. Upon completion of the online form, proposers will receive two separate e-mails; one will contain a user name, and the second will provide a temporary password. Once both emails have been received, the second step requires proposers to go back to the submission website and log in using that user name and password. After accessing the Extranet, proposers may then create a user account for the DARPA BAA Submission website by selecting the “Register your Organization” link at the top of the page. Once the user account is created, proposers will be able to see a list of solicitations open for submissions, view submission instructions, and upload/finalize their executive summary.

Proposers who already have an account on the DARPA BAA Submission website may simply log in at <https://baa.darpa.mil/>, select this solicitation from the list of open DARPA solicitations and proceed with their submission. Note: proposers who have created a DARPA BAA Submission website account to submit to another DARPA Technical Office’s solicitations do not need to create a new account to submit to this solicitation.

All executive summaries submitted electronically through the DARPA BAA Submission website must be uploaded as zip files (.zip or .zipx extension). The final zip file should only contain the document(s) requested herein and must not exceed 50 MB in size. Only one zip file will be accepted per executive summary; executive summaries not uploaded as zip files will be rejected by DARPA.

Technical support for the DARPA BAA Submission website is available during regular business hours, Monday – Friday, 9:00 a.m. – 5:00 p.m. Requests for technical support must be emailed to [BAAT\\_Support@darpa.mil](mailto:BAAT_Support@darpa.mil) with a copy to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil). Questions regarding submission contents, format, deadlines, etc. should be emailed to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil).

*Since proposers may encounter heavy traffic on the web server, proposers should not wait until the day executive summaries are due to request an account and/or upload the submission.*



## **2. Abstracts**

DARPA/DSO will employ an electronic upload submission system (<https://baa.darpa.mil/>) for all UNCLASSIFIED abstracts sent in response to this solicitation. *Abstracts must not be submitted via Grants.gov.*

First time users of the DARPA BAA Submission website must complete a two-step account creation process. The first step consists of registering for an extranet account by going to the URL listed above and selecting the “Account Request” link. Upon completion of the online form, proposers will receive two separate e-mails; one will contain a user name and the second will provide a temporary password. Once both emails have been received, the second step requires proposers to go back to the submission website and log in using that user name and password. After accessing the Extranet, proposers may then create a user account for the DARPA BAA Submission website by selecting the “Register your Organization” link at the top of the page. Once the user account is created, proposers will be able to see a list of solicitations open for submissions, view submission instructions, and upload/finalize their abstract.

Proposers who already have an account on the DARPA BAA Submission website may simply log in at <https://baa.darpa.mil/>, select this solicitation from the list of open DARPA solicitations and proceed with their abstract submission. Note: proposers who have created a DARPA BAA Submission website account to submit to another DARPA Technical Office’s solicitations do not need to create a new account to submit to this solicitation.

All abstracts submitted electronically through the DARPA BAA Submission website must be uploaded as zip files (.zip or .zipx extension). The final zip file should only contain the document(s) requested herein and must not exceed 50 MB in size. Only one zip file will be accepted per abstract; abstracts not uploaded as zip files will be rejected by DARPA.

Technical support for the DARPA BAA Submission website is available during regular business hours, Monday – Friday, 9:00 a.m. – 5:00 p.m. Requests for technical support must be emailed to [BAAT\\_Support@darpa.mil](mailto:BAAT_Support@darpa.mil) with a copy to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil). Questions regarding submission contents, format, deadlines, etc. should be emailed to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil).

*Since proposers may encounter heavy traffic on the web server, proposers should not wait until the day abstracts are due to request an account and/or upload the submission.*

## **3. Proposals Requesting a Procurement Contract or Other Transaction**

Proposers requesting procurement contracts or other transactions may submit full proposals through ONE of the following methods: (1) direct mail/hand-carry; or (2) electronic upload (DARPA-preferred).

### **a. Direct Mail/Hand-carry**

Proposers electing to submit procurement contract or other transaction proposals via direct mail must provide one paper copy and one electronic copy on CD or DVD of the full proposal

package. All parts of the proposal package must be mailed or hand-carried to the address noted in Section VII below.

#### **b. Electronic Upload**

DARPA/DSO encourages proposers to submit UNCLASSIFIED proposals via the DARPA BAA Submission website at <https://baa.darpa.mil/>.

First time users of the DARPA BAA Submission website must complete a two-step account creation process. The first step consists of registering for an extranet account by going to the URL listed above and selecting the “Account Request” link. Upon completion of the online form, proposers will receive two separate e-mails; one will contain a user name and the second will provide a temporary password. Once both emails have been received, the second step requires proposers to go back to the submission website and log in using that user name and password. After accessing the Extranet, proposers may then create a user account for the DARPA BAA Submission website by selecting the “Register your Organization” link at the top of the page. Once the user account is created, proposers will be able to see a list of solicitations open for submissions, view submission instructions, and upload/finalize their submission.

Proposers who already have an account on the DARPA BAA Submission website may simply log in at <https://baa.darpa.mil/>, select this solicitation from the list of open DARPA solicitations and proceed with their proposal submission. Note: proposers who have created a DARPA BAA Submission website account to submit to another DARPA Technical Office’s solicitations do not need to create a new account to submit to this solicitation.

All full proposals submitted electronically through the DARPA BAA Submission website must be uploaded as zip files (.zip or .zipx extension). The final zip file should only contain the document(s) requested herein and must not exceed 50 MB in size. Only one zip file will be accepted per full proposal and full proposals not uploaded as zip files will be rejected by DARPA.

Technical support for the DARPA BAA Submission website is available during regular business hours, Monday – Friday, 9:00 a.m. – 5:00 p.m. Requests for technical support must be emailed to [BAAT\\_Support@darpa.mil](mailto:BAAT_Support@darpa.mil) with a copy to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil). Questions regarding submission contents, format, deadlines, etc. should be emailed to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil).

*Since proposers may encounter heavy traffic on the web server, proposers should not wait until the day proposals are due to request an account and/or upload the submission.*

#### **4. Proposals Requesting a Grant or Cooperative Agreement**

Proposers requesting grants or cooperative agreements may submit proposals through one of the following methods: (1) hard copy mailed directly to DARPA; or (2) electronic upload per the instructions at [http://www.grants.gov/applicants/apply\\_for\\_grants.jsp](http://www.grants.gov/applicants/apply_for_grants.jsp). Grant or cooperative agreement proposals may not be submitted through any other means. If proposers

intend to use Grants.gov as their means of submission, then they must submit their entire proposal through Grants.gov; applications cannot be submitted in part to Grants.gov and in part as a hard-copy. Proposers using the Grants.gov APPLY do not submit paper proposals in addition to the Grants.gov APPLY electronic submission.

**a. Direct Mail/Hand-carry**

Proposers electing to submit grant or cooperative agreement proposals via direct mail must provide one paper copy and one electronic copy on CD or DVD of the full proposal package. Proposals must include a completed SF 424 R&R form (Application for Federal Assistance, Research and Related) available on the Grants.gov website at [http://apply07.grants.gov/apply/forms/sample/RR\\_SF424\\_2\\_0-V2.0.pdf](http://apply07.grants.gov/apply/forms/sample/RR_SF424_2_0-V2.0.pdf). All parts of the proposal package must be mailed or hand-carried to the address noted in Section VII below.

**b. Electronic Upload**

DARPA encourages grant and cooperative agreement proposers to submit their proposals via electronic upload at <http://www.grants.gov/web/grants/applicants/apply-for-grants.html>. Proposers electing to use this method must complete a one-time registration process on Grants.gov before a proposal can be electronically submitted. *If proposers have not previously registered, this process can take between three business days and four weeks if all steps are not completed in a timely manner.* See the Grants.gov user guides and checklists at <http://www.grants.gov/web/grants/applicants/applicant-resources.html> for registration requirements and instructions.

Carefully follow the DARPA submission instructions provided with the solicitation application package on Grants.gov. Only the required forms listed therein (e.g., SF-424 and Attachments form) should be included in the submission. *Please note that Grants.gov does not accept zipped or encrypted proposals.*

Once Grants.gov has received an uploaded proposal submission, Grants.gov will send two e-mail messages to notify proposers that: (1) the proposal has been received by Grants.gov; and (2) the proposal has been either validated or rejected by the system. *It may take up to two business days to receive these e-mails.* If the proposal is validated, then the proposer has successfully submitted their proposal. If the proposal is rejected, the submission must be corrected and resubmitted before DARPA can retrieve it. If the solicitation is no longer open, the rejected proposal cannot be resubmitted. Once the proposal is retrieved by DARPA, Grants.gov will send a third e-mail to notify the proposer.

Technical support for Grants.gov submissions may be reached at 1-800-518-4726 or [support@grants.gov](mailto:support@grants.gov).

*To avoid missing deadlines, proposers should submit their proposals to Grants.gov in advance of the proposal due date, with sufficient time to complete the registration and submission process, receive email notifications and correct errors, as applicable.*

## V. Application Review Information

### A. Evaluation Criteria

Proposals will be evaluated using the following criteria listed in descending order of importance: Overall Scientific and Technical Merit; Potential Contribution and Relevance to the DARPA Mission; and Cost Realism.

- **Overall Scientific and Technical Merit**  
The proposed technical approach is feasible, achievable, complete and supported by a proposed technical team that has the expertise and experience to accomplish the proposed tasks.
- **Potential Contribution and Relevance to the DARPA Mission**  
The potential contributions of the proposed effort are relevant to the national technology base. Specifically, DARPA's mission is to maintain the technological superiority of the U.S. military and prevent technological surprise from harming our national security by sponsoring revolutionary, high-payoff research that bridges the gap between fundamental discoveries and their application.

The proposed intellectual property restrictions (if any) will not significantly impact the Government's ability to transition the technology.

- **Cost Realism**  
The proposed costs are realistic for the technical and management approach and accurately reflect the technical goals and objectives of the solicitation. The proposed costs are consistent with the proposer's Statement of Work and reflect a sufficient understanding of the costs and level of effort needed to successfully accomplish the proposed technical approach. The costs for the prime proposer and proposed subawardees are substantiated by the details provided in the proposal (e.g., the type and number of labor hours proposed per task, the types and quantities of materials, equipment and fabrication costs, travel and any other applicable costs).

### B. Proposal Review and Selection Process

The review process identifies proposals that meet the evaluation criteria described above and are, therefore, selectable for negotiation of awards by the Government. DARPA policy is to ensure impartial, equitable, comprehensive proposal evaluations and to select proposals that meet DARPA technical, policy, and programmatic goals. If necessary, panels of experts in the appropriate areas will be convened. As described in Section I.C, proposals must be deemed conforming' to the solicitation to receive a full technical review against the evaluation criteria. Proposals deemed non-conforming will be removed from consideration.

DARPA will conduct a scientific/technical review of each conforming proposal. Proposals will not be evaluated against each other since they are not submitted in accordance with a common work statement. DARPA's intent is to review proposals as soon as possible after they arrive; however, proposals may be reviewed periodically for administrative reasons.

Selections may be made at any time during the period of solicitation. Pursuant to FAR 35.016, the primary basis for selecting proposals for award negotiation shall be technical, importance to agency programs, and fund availability. Conforming proposals based on a previously submitted executive summary or abstract will be reviewed without regard to feedback resulting from that executive summary or abstract review. Furthermore, a favorable response to an executive summary or abstract is not a guarantee that a proposal based on the executive summary or abstract’s topic will ultimately be selected for award negotiation. Proposals that are determined selectable will not necessarily receive awards.

For evaluation purposes, a proposal is defined to be the document and supporting materials as described in Section IV.B.3. Subject to the restrictions set forth in FAR 37.203(d), input on technical aspects of the proposals may be solicited by DARPA from non-Government consultants/experts who are strictly bound by the appropriate non-disclosure requirements. No submissions, classified or unclassified, will be returned.

## **VI. Award Administration Information**

### **A. Selection Notices**

After proposal evaluations are complete, proposers will be notified as to whether their proposal was selected for award negotiation as a result of the review process. Notification will be sent by email to the Technical and Administrative POCs identified on the proposal cover sheet. If a proposal has been selected for award negotiation, the Government will initiate those negotiations following the notification. See Section IV for information on notices pertaining to executive summaries and abstracts.

### **B. Administrative and National Policy Requirements**

The below table indicates which of the following administrative and national policy requirements apply to each type of proposed award instrument.

<b>Section VI.B</b>	<b>Requirement</b>	<b>Procurement Contracts</b>	<b>Assistance Instruments*</b>	<b>Other Transaction for Prototype Agreements</b>
1	Intellectual Property Assertions	Yes	Yes	Yes
2	Human Subjects Research	Yes	Yes	Yes
3	Animal Use	Yes	Yes	Yes
4	Export Control	Yes	Yes	Yes
5	Electronic & Information Technology	Yes	Yes	Yes
6	Employment Eligibility Verification	Yes	No	No
7	System for Award Management & Universal Identifier Requirements	Yes	Yes	Yes
8	Reporting Executive Compensation & First-Tier Subcontract Awards	Yes	Yes	No
9	Updates of Information Regarding	Yes	No	No

	Responsibility Matters			
10	Representations by Corporations Regarding an Unpaid Delinquent Tax Liability or Felony Conviction Under Any Federal Law	Yes	Yes	Yes
11	Cost Accounting Standards Notices & Certification	Yes	No	No
12	Controlled Unclassified Information on Non-DoD Information Systems	Yes	Yes	Yes
13	Safeguarding of Unclassified Controlled Technical Information	Yes	No	No

\*Grants, Cooperative Agreements, Technology Investment Agreements

## 1. Intellectual Property

Proposers should note that the Government does not own the intellectual property or technical data/computer software developed under Government contracts. The Government acquires the right to use the technical data/computer software. Regardless of the scope of the Government's rights, performers may freely use their same data/software for their own commercial purposes (unless restricted by U.S. export control laws or security classification). Therefore, technical data and computer software developed under this solicitation will remain the property of the performers, though DARPA will have, at a minimum, Government Purpose Rights (GPR) to technical data and computer software developed through DARPA sponsorship.

If proposers desire to use proprietary computer software or technical data or both as the basis of their proposed approach, in whole or in part, they should: (1) clearly identify such software/data and its proposed particular use(s); (2) explain how the Government will be able to reach its program goals (including transition) within the proprietary model offered; and (3) provide possible nonproprietary alternatives in any area that might present transition difficulties or increased risk or cost to the Government under the proposed proprietary solution. Proposers expecting to use, but not to deliver, commercial open source tools or other materials in implementing their approach may be required to indemnify the Government against legal liability arising from such use.

All references to "Unlimited Rights" or "Government Purpose Rights" are intended to refer to the definitions of those terms as set forth in the Defense Federal Acquisition Regulation Supplement (DFARS) 227.

### a. Intellectual Property Representations

All proposers must provide a good faith representation of either ownership or possession of appropriate licensing rights to all other intellectual property to be used for the proposed project. Proposers must provide a short summary for each item asserted with less than unlimited rights that describes the nature of the restriction and the intended use of the intellectual property in the conduct of the proposed research.

### b. Patents

All proposers must include documentation proving ownership or possession of appropriate

licensing rights to all patented inventions to be used for the proposed project. If a patent application has been filed for an invention, but it includes proprietary information and is not publicly available, a proposer must provide documentation that includes: the patent number, inventor name(s), assignee names (if any), filing date, filing date of any related provisional application, and summary of the patent title, with either: (1) a representation of invention ownership, or (2) proof of possession of appropriate licensing rights in the invention (i.e., an agreement from the owner of the patent granting license to the proposer).

### c. Procurement Contracts

- **Noncommercial Items (Technical Data and Computer Software):** Proposers requesting a procurement contract must list all noncommercial technical data and computer software that it plans to generate, develop, and/or deliver, in which the Government will acquire less than unlimited rights and to assert specific restrictions on those deliverables. In the event a proposer does not submit the list, the Government will assume that it has unlimited rights to all noncommercial technical data and computer software generated, developed, and/or delivered, unless it is substantiated that development of the noncommercial technical data and computer software occurred with mixed funding. If mixed funding is anticipated in the development of noncommercial technical data and computer software generated, developed, and/or delivered, proposers should identify the data and software in question as subject to GPR. In accordance with DFARS 252.227-7013, “Rights in Technical Data - Noncommercial Items,” and DFARS 252.227-7014, “Rights in Noncommercial Computer Software and Noncommercial Computer Software Documentation,” the Government will automatically assume that any such GPR restriction is limited to a period of 5 years, at which time the Government will acquire unlimited rights unless the parties agree otherwise. The Government may use the list during the evaluation process to evaluate the impact of any identified restrictions and may request additional information from the proposer, as may be necessary, to evaluate the proposer’s assertions. Failure to provide full information may result in a determination that the proposal is not compliant with the solicitation. A template for complying with this request is provided in Section IV.B.3.a.xii.(5).
- **Commercial Items (Technical Data and Computer Software):** Proposers requesting a procurement contract must list all commercial technical data and commercial computer software that may be included in any noncommercial deliverables contemplated under the research project, and assert any applicable restrictions on the Government’s use of such commercial technical data and/or computer software. In the event a proposer does not submit the list, the Government will assume there are no restrictions on the Government’s use of such commercial items. The Government may use the list during the evaluation process to evaluate the impact of any identified restrictions and may request additional information from the proposer to evaluate the proposer’s assertions. Failure to provide full information may result in a determination that the

proposal is not compliant with the solicitation. A template for complying with this request is provided in Section IV.B.3.a.xii.(5).

#### **d. Other Types of Awards**

Proposers responding to this solicitation requesting an award instrument other than a procurement contract shall follow the applicable rules and regulations governing those award instruments, but in all cases should appropriately identify any potential restrictions on the Government's use of any intellectual property contemplated under those award instruments in question. This includes both noncommercial items and commercial items. The Government may use the list as part of the evaluation process to assess the impact of any identified restrictions, and may request additional information from the proposer, to evaluate the proposer's assertions. Failure to provide full information may result in a determination that the proposal is not compliant with the solicitation. A template for complying with this request is provided in Section IV.B.3.a.xii.(5).

## **2. Human Subjects Research**

All research selected for funding involving human subjects, to include use of human biological specimens and human data, must comply with the federal regulations for human subjects protection. Further, research involving human subjects that is conducted or supported by the DoD must comply with 32 CFR 219, Protection of Human Subjects (and DoD Instruction 3216.02, Protection of Human Subjects and Adherence to Ethical Standards in DoD-Supported Research (<http://www.dtic.mil/whs/directives/corres/pdf/321602p.pdf>)).

Institutions awarded funding for research involving human subjects must provide documentation of a current Assurance of Compliance with Federal regulations for human subjects protection, such as a Department of Health and Human Services, Office of Human Research Protection Federal Wide Assurance (<http://www.hhs.gov/ohrp>). All institutions engaged in human subjects research, to include subawardees, must also hold a valid Assurance. In addition, all personnel involved in human subjects research must provide documentation of completion of human subjects research training.

For all proposed research that will involve human subjects in the first year or phase of the project, the institution must provide evidence of or a plan for review by an Institutional Review Board (IRB) upon final proposal submission to DARPA as part of their proposal, prior to being selected for funding. The IRB conducting the review must be the IRB identified on the institution's Assurance of Compliance with human subjects protection regulations. The protocol, separate from the proposal, must include a detailed description of the research plan, study population, risks and benefits of study participation, recruitment and consent process, data collection, and data analysis. It is recommended that you consult the designated IRB for guidance on writing the protocol. The informed consent document must comply with federal regulations (32 CFR 219.116). A valid Assurance of Compliance with human subjects protection regulations along with evidence of completion of appropriate human subjects research training by all investigators and personnel involved with human subjects research should accompany the protocol for review by the IRB.



In addition to a local IRB approval, a headquarters-level human subjects administrative review and approval is required for all research conducted or supported by the DoD. The Army, Navy, or Air Force office responsible for managing the award can provide guidance and information about their component's headquarters-level review process. Note that confirmation of a current Assurance of Compliance with human subjects protection regulations and appropriate human subjects research training is required before headquarters-level approval can be issued.

The time required to complete the IRB review/approval process varies depending on the complexity of the research and the level of risk involved with the study. The IRB approval process can last between one and three months, followed by a DoD review that could last between three and six months. Ample time should be allotted to complete the approval process. DoD/DARPA funding cannot be used towards human subjects research until ALL approvals are granted.

### **3. Animal Use**

Award recipients performing research, experimentation, or testing involving the use of animals shall comply with the rules on animal acquisition, transport, care, handling, and use as outlined in: (i) 9 CFR parts 1-4, Department of Agriculture rules that implement the Animal Welfare Act of 1966, as amended, (7 U.S.C. § 2131-2159); (ii) National Institutes of Health Publication No. 86-23, "Guide for the Care and Use of Laboratory Animals" (8<sup>th</sup> Edition); and (iii) DoD Instruction 3216.01, "Use of Animals in DoD Programs."

For projects anticipating animal use, proposals should briefly describe plans for Institutional Animal Care and Use Committee (IACUC) review and approval. Animal studies in the program will be expected to comply with the Public Health Service (PHS) Policy on Humane Care and Use of Laboratory Animals, available at <http://grants.nih.gov/grants/olaw/olaw.htm>.

All award recipients must receive approval by a DoD-certified veterinarian, in addition to an IACUC approval. No animal studies may be conducted using DoD/DARPA funding until the United States Army Medical Research and Materiel Command (USAMRMC) Animal Care and Use Review Office (ACURO) or other appropriate DoD veterinary office(s) grant approval. As a part of this secondary review process, the award recipient will be required to complete and submit an ACURO Animal Use Appendix, which may be found at [https://mrmc-www.army.mil/index.cfm?pageid=Research\\_Protections.acuro&rn=1](https://mrmc-www.army.mil/index.cfm?pageid=Research_Protections.acuro&rn=1).

### **4. Export Control**

Per DFARS 225.7901-4, all procurement contracts, other transactions and other awards, as deemed appropriate, resultant from this solicitation will include the DFARS Export Control clause (252.225-7048).

### **5. Electronic and Information Technology**

All electronic and information technology acquired through this solicitation must satisfy the accessibility requirements of Section 508 of the Rehabilitation Act (29 U.S.C. § 794d) and FAR

39.2. Each project involving the creation or inclusion of electronic and information technology must ensure that: (1) Federal employees with disabilities will have access to and use of information that is comparable to the access and use by Federal employees who are not individuals with disabilities; and (2) members of the public with disabilities seeking information or services from DARPA will have access to and use of information and data that is comparable to the access and use of information and data by members of the public who are not individuals with disabilities.

## **6. Employment Eligibility Verification**

As per FAR 22.1802, recipients of FAR-based procurement contracts must enroll as federal contractors in E-verify and use the system to verify employment eligibility of all employees assigned to the award. All resultant contracts from this solicitation will include FAR 52.222-54, "Employment Eligibility Verification." This clause will not be included in grants, cooperative agreements, or Other Transactions.

## **7. System for Award Management (SAM) and Universal Identifier Requirements**

Unless the proposer is exempt from this requirement, as per FAR 4.1102 or 2 CFR 25.110 as applicable, all proposers must be registered in the System for Award Management (SAM) and have a valid Data Universal Numbering System (DUNS) number prior to submitting a proposal. All proposers must maintain an active registration in SAM with current information at all times during which they have an active Federal award or proposal under consideration by DARPA. All proposers must provide the DUNS number in each proposal they submit.

Information on SAM registration is available at [www.sam.gov](http://www.sam.gov).

Note that new registrations can take an average of 7-10 business days to process in SAM. SAM registration requires the following information:

- DUNS number
- TIN
- CAGE Code. If a proposer does not already have a CAGE code, one will be assigned during SAM registration.
- Electronic Funds Transfer information (e.g., proposer's bank account number, routing number, and bank phone or fax number).

## **8. Reporting Executive Compensation and First-Tier Subcontract Awards**

FAR clause 52.204-10, "Reporting Executive Compensation and First-Tier Subcontract Awards," will be used in all procurement contracts valued at \$25,000 or more. A similar award term will be used in all grants and cooperative agreements.

## **9. Updates of Information Regarding Responsibility Matters**

Per FAR 9.104-7(c), FAR clause 52.209-9, Updates of Publicly Available Information Regarding Responsibility Matters, will be included in all contracts valued at \$500,000 or more

where the contractor has current active Federal contracts and grants with total value greater than \$10,000,000.

### **10. Representations by Corporations Regarding an Unpaid Delinquent Tax Liability or a Felony Conviction under any Federal Law**

The following representation will be included in all awards:

(a) In accordance with sections 744 and 745 of Division E, Title VII, of the Consolidated and Further Continuing Appropriations Act, 2015 (Pub. L. 11-235), none of the funds made available by this or any other Act may be used to enter into a contract with any corporation that —

(1) Has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability, where the awarding agency is aware of the unpaid tax liability, unless the agency has considered suspension or debarment of the corporation and made a determination that this further action is not necessary to protect the interests of the Government; or

(2) Was convicted of a felony criminal violation under any Federal law within the preceding 24 months, where the awarding agency is aware of the conviction, unless the agency has considered suspension or debarment of the corporation and made a determination that this action is not necessary to protect the interests of the Government.

(b) The Offeror represents that —

(1) It is [ ] is not [ ] a corporation that has any unpaid Federal tax liability that has been assessed, for which all judicial and administrative remedies have been exhausted or have lapsed, and that is not being paid in a timely manner pursuant to an agreement with the authority responsible for collecting the tax liability,

(2) It is [ ] is not [ ] a corporation that was convicted of a felony criminal violation under a Federal law within the preceding 24 months.

Each proposer must complete and return the representations outlined in Section IV.B.3.a.xii.(8) with their proposal submission.

### **11. Cost Accounting Standards (CAS) Notices and Certification**

As per FAR 52.230-2, any procurement contract in excess of \$700,000 resulting from this solicitation will be subject to the requirements of the Cost Accounting Standards Board (48 CFR 99), except those contracts which are exempt as specified in 48 CFR 9903.201-1. Any proposer submitting a proposal which, if accepted, will result in a CAS compliant contract, must submit representations and a Disclosure Statement as required by 48 CFR 9903.202 detailed in FAR 52.230-2. The disclosure forms may be found at [http://www.whitehouse.gov/omb/procurement\\_casb](http://www.whitehouse.gov/omb/procurement_casb).

## **12. Controlled Unclassified Information (CUI) on Non-DoD Information Systems**

Controlled Unclassified Information (CUI) refers to unclassified information that does not meet the standards for National Security Classification but is pertinent to the national interests of the United States or to the important interests of entities outside the Federal Government and under law or policy requires protection from unauthorized disclosure, special handling safeguards, or prescribed limits on exchange or dissemination. All non-DoD entities doing business with DARPA are expected to adhere to the following procedural safeguards, in addition to any other relevant Federal or DoD specific procedures, for submission of any proposals to DARPA and any potential business with DARPA:

- Do not process DARPA CUI on publicly available computers or post DARPA CUI to publicly available webpages or websites that have access limited only by domain or Internet protocol restriction.
- Ensure that all DARPA CUI is protected by a physical or electronic barrier when not under direct individual control of an authorized user and limit the transfer of DARPA CUI to subawardees or teaming partners with a need to know and commitment to this level of protection.
- Ensure that DARPA CUI on mobile computing devices is identified and encrypted and all communications on mobile devices or through wireless connections are protected and encrypted.
- Overwrite media that has been used to process DARPA CUI before external release or disposal.

## **13. Safeguarding of Unclassified Controlled Technical Information**

Per DFARS 204.7303, DFARS 252.204-7012, Safeguarding of Unclassified Controlled Technical Information, applies to this solicitation and all FAR-based awards resulting from this solicitation.

### **C. Reporting**

#### **1. Technical and Financial Reports**

The number and types of technical and financial reports required under the contracted project will be specified in the award document, and will include, as a minimum, monthly financial status reports and a yearly status summary. A final report that summarizes the project and tasks will be required at the conclusion of the performance period for the award. The reports shall be prepared and submitted in accordance with the procedures contained in the award document.

## **2. Representations and Certifications**

In accordance with FAR 4.1201, prospective proposers shall complete electronic annual representations and certifications at <http://www.sam.gov>.

## **3. Wide Area Work Flow (WAWF)**

Unless using another means of invoicing, performers will be required to submit invoices for payment directly at <https://wawf.eb.mil>. If applicable, WAWF registration is required prior to any award under this solicitation.

## **4. i-Edison**

Award documents will contain a requirement for patent reports and notifications to be submitted electronically through the i-Edison Federal patent reporting system at <https://public.era.nih.gov/iedison>.

## **VII. Agency Contacts**

DARPA will use email for all technical and administrative correspondence regarding this solicitation.

- **Solicitation Email:** [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil)
- **DSO Solicitation Website:** <http://www.darpa.mil/work-with-us/opportunities>
- **Solicitation Mailing Address:**

DARPA/DSO  
ATTN: DARPA-BAA-15-39  
675 North Randolph Street  
Arlington, VA 22203-2114

## **VIII. Other Information**

### **A. Frequently Asked Questions (FAQs)**

Administrative, technical, and contractual questions should be emailed to [DARPA-BAA-15-39@darpa.mil](mailto:DARPA-BAA-15-39@darpa.mil). All questions must be in English and must include the name, email address, and the telephone number of a point of contact.

DARPA will attempt to answer questions in a timely manner; however, questions submitted within 7 days of closing may not be answered. DARPA will post an FAQ list at <http://www.darpa.mil/work-with-us/opportunities>. The list will be updated on an ongoing basis until the BAA expiration date as stated in Part I.

### **B. Proposers Day**

A two-day Proposers Day event will be held July 21-22, 2015. Advance registration is required and must be completed no later than 5:00 p.m. on July 14, 2015. For all Proposers Day details, see DARPA-SN-15-41 posted on the FBO website (<http://www.fbo.gov/>). Attendance at the Proposers Day is voluntary and is not required to propose to this solicitation.