

PROGRAM ANNOUNCEMENT FOR FY 2026 STRATEGIC ENVIRONMENTAL RESEARCH AND DEVELOPMENT PROGRAM (SERDP)

SERDP Supplemental Broad Agency Announcement for Weapons Systems and Platforms Technologies Proposal Submittal Instructions

Reference: Broad Agency Announcement (BAA), *May 29, 2025*
U.S. Army Corps of Engineers, Humphreys Engineer Center Support Activity

1. INTRODUCTION

The Strategic Environmental Research and Development Program (SERDP) is the Department of Defense's (DoD's) environmental research and development program, planned and executed in partnership with the Department of Energy and the Environmental Protection Agency. SERDP's role is to fund research and development that addresses innovative technologies or methods that enhance military readiness, improve installation resilience, and strengthen America's defense infrastructure. The development and application of innovative technologies supports operational effectiveness, improves warfighter capabilities, and reduces regulatory burdens. Within its broad areas of interest, the Program focuses on Environmental Restoration, Resource Conservation and Resilience, and Weapons Systems and Platforms. SERDP funds research and development programs in basic and applied research and advanced technology development.

SERDP is seeking proposals responding to Statements of Need (SONs) for projects to be funded in fiscal year (FY) 2026. SONs may be found on the [SERDP website](#).

This Broad Agency Announcement (BAA) is for all Private Sector Organizations including Small Businesses, Large Businesses, and Educational Institutions. DoD organizations or other Federal agencies outside of DoD should refer to the FY26 Federal Call for Proposals located on the [SERDP website](#).

1.1. GENERAL INFORMATION FOR PROPOSERS

Awardees under this BAA will be selected through a multi-stage review process, including a written proposal and an oral presentation to the SERDP Scientific Advisory Board (SAB) for final approval. To be eligible for consideration, proposers must submit a proposal. Any proposal submitted shall be in response to only one of the SERDP SONs set forth in this announcement. Proposers may respond to more than one SON with separate proposals. Please note, only government employees or DoD contractors who have signed non-disclosure agreements have access to SERDP proposals. **SERDP will not provide debriefs on proposals that are not selected for funding. The Government will not pay proposers any costs for submitting a response to this announcement.**

Based on an evaluation of the written proposal, and pending approval by the SAB, SERDP will notify each proposer as to whether the Government Contracting Officer wishes to enter into negotiation for the award of a contract. Proposers are advised that only the Contracting Officer is

legally authorized to bind the Government. SERDP reserves the right to recommend for award any, all, or none of the proposals received. SERDP also reserves the right to recommend a portion of the work proposed in any single proposal for award. There is no commitment by SERDP to make any recommendations for contract awards, nor to be responsible for any money expended by the proposer before contract award is made. It is the sole responsibility of the proposer to make certain the proposal is properly received by SERDP.

The SERDP Office manages the BAA solicitation along with the U.S. Army Corps of Engineers, Humphreys Engineer Center Support Activity (HECSA) Contracting Center in Alexandria, Virginia. For contracting or small business information regarding this BAA solicitation, contact Shannon Benson (703-428-7407; Shannon.N.Benson@usace.army.mil) or the HECSA Small Business Representative Monique Holmes (202-934-1816; HECSASmallBusinessProgram@usace.army.mil). General SERDP procedural questions may be referred to the SERDP office at 571-372-6565. For technical information regarding a SON, contact the individual listed in the SON.

1.2. EVALUATION SCHEDULE

DATE	ACTIVITY
May 29, 2025	BAA Released
July 10, 2025; 2:00 p.m. Eastern Time	Proposals Due to SERDP
September-October 2025	Proposers Notified
November 2025	Presentation to the SERDP Scientific Advisory Board
June 2026	Anticipated Awards*

* Proposal packages will be sent to contracting in the first quarter of FY2026. **Contract award is expected in the third quarter of 2026, but not guaranteed.**

2. PROPOSAL PREPARATION AND CONTENT

Proposals shall contain four sections submitted as one document: Abstract, Technical Section, Cost Section, and Appendices. Each section is described in detail below. Proposals shall be prepared in accordance with the following:

- Type size should not be less than 11 point, any font.
- All margins (top, bottom, left, and right) should not be less than 1 inch.
- Pages should be numbered beginning with the Technical Section.
- Proposals should use the headers provided in Section 1.2. These headers correspond to evaluation criteria that will be used to review, evaluate, and select proposals.
- Table of contents, introduction, executive summary, or any other elements not prescribed by this guidance are neither required nor desired.

You will submit your proposal via the [SERDP and ESTCP Management System](#) (SEMS). No electronic mail, faxed, or hard copy proposals will be accepted. ***Proposals must be submitted prior to 2:00 p.m. Eastern Time on July 10, 2025.*** All full proposals must be accompanied by the signature of an individual authorized to commit the lead organization to execute the proposed work. Please note, only government employees or Department of Defense (DoD) contractors who have signed non-disclosure agreements have access to SERDP proposals. Complete submittal instructions can be found in Section 3 of this document.

2.1. ABSTRACT

In one page or less, provide a brief summary of the following information found in the proposal. Items 1-4 must be located at the top of the first page.

- Proposal Number:** The proposal number is generated by SEMS when the proposal details are entered.
- Proposal Title**
- Lead Principal Investigator**
- Lead Organization**
- Objective:** A brief description of the environmental or resilience issue to be addressed, emphasizing its relevancy and importance to the DoD, followed by the objectives of the proposed project.
- Technical Approach:** A concise summary of the science or proposed technology and a brief description of the tasks and methods.
- Benefits:** A brief description of the expected benefits to the DoD and the scientific community. Summarize what the project will accomplish and how the results will contribute to scientific understanding and be applied by an end user to address the environmental or resilience issue relevant to DoD management.

This abstract is not part of the 10-page restriction for the Technical Section of the proposal.

2.2. TECHNICAL SECTION

The technical section shall be no more than 10 pages in length. A detailed description of the

research to be undertaken shall be submitted using the outline below.

1. **SERDP Relevance:** Provide a brief statement describing explicitly how the proposed research responds to the objectives of the SON.
2. **Technical Objective:** State concisely the research objectives. Outline specific technical questions to be answered by the research.
3. **Technical Approach (Background, Approach, and Milestones):** Outline the research activities for which SERDP will provide support. Articulate specific technical goals, approach, and milestones for each year of the proposed project.
 - a. **Background:** Demonstrate a thorough understanding of the environmental or resilience issue and knowledge of the state of the science. Frame the proposed research in terms of current gaps in understanding or data. Articulate the hypotheses that the project will investigate. Cite relevant literature references.
 - b. **Approach:** Provide the technical approach and methods, preferably structured in hypothesis-driven tasks that clearly identify how the objectives of the proposed project will be addressed. This section should be the primary focus of the proposal. Provide details about the experimental design and methodology. If the methodology is new or unusual, describe it in sufficient detail for evaluation.
 - c. **Milestones:** Provide a project schedule in the form of a Gantt chart that delineates the timeline for each task as well as go/no go decision points. Ensure that all SERDP required deliverables are included in the Gantt chart. Required deliverables are found in the reporting guidelines on the [SERDP website](#). Include an additional, zero-cost contingency year in the Gantt chart following the completion of all project tasks and deliverables. There should be no tasks during this contingency period.
 - d. **Research Team:** Identify the Principal Investigators (PIs), the key co-performers, and their respective organizations. If multiple co-performers are proposed, describe their responsibilities within the project and provide the management plan for coordinating all performers.
 - e. **Cooperative Development:** Identify government or non-government organizations that will be contributing direct funding or in-kind resources to the research effort. Describe existing or prospective joint sponsorship of any portion of the project. Where possible, provide estimates in dollars or level of effort equivalents of these in-kind resources. In the absence of agreements among sponsors for joint support, the proposal should be structured so that the research can be carried out without the resources of any other sponsor. In an appendix to the proposal, provide letter(s) supporting stated contributing efforts.
 - f. **Transition Plan:** To the extent possible, describe how the project results will be implemented in the field or transitioned for further research or development. Indicate efforts to identify a receiver of the product(s), any actual or planned agreements, and any commitment of funding to transition this technology by the completion of the project. Describe any planned guidance documents, software tools, manuals, training events, or other products that will foster technology transfer.

2.3. COST SECTION

The cost section of the full proposal is an estimate of the total project cost. Required cost spreadsheet templates are located on the [SERDP website](#). Cost sections in formats other than this template will not be accepted. The cost spreadsheet for the lead organization should reflect the

entire project costs. Separate cost spreadsheets are required for each co-performer or subcontractor whose costs exceed \$50,000 for the total project. An accompanying cost breakdown narrative is required as an appendix. The narrative should include the rationale for purchase of Contractor Acquired Property, as well as its final disposition.

If selected for funding, proposers will be required to provide a certificate of current cost or pricing data prior to award in accordance with Federal Acquisition Regulation (FAR) 15.403-4(a)(1) if the total contract value is expected to exceed \$2,000,000.00 to the cognizant contracting office.

All SERDP projects are funded incrementally with funds provided in the year in which they are expected to be expended. The cost section should be structured to indicate annual, incremental funding required. For planning purposes, proposers should assume a project initiation date of June 1, 2026. The first year's planned funding should run through January 31, 2027, and each subsequent year should span February 1-January 31, until anticipated project completion. Include an additional, zero-cost contingency year in the cost spreadsheet following the final year of planned project execution. The contingency year must also be included on the proposal signature page generated in SEMS.

1. **Labor Costs:** Show the projected labor rates in units of hourly rate or annual salary to be charged by the PI(s), associates, and assistants. Indicate the units you are using in the table footnote. In the "units" column, indicate the number of hours or the fraction of annual salary to be charged. The total column is the amount per year to be paid to each performer on the project. Labor costs should be unburdened.
2. **Indirect Charge #1:** Indicate burden or fringe rate applied to salaries and the total cost per year. Provide an explanation in the table footnote of what is included in this indirect charge.
3. **Indirect Charge #2:** Indicate other relevant indirect charges such as G&A. Provide an explanation in the table footnote of what is included in this indirect charge and to which cost elements it will be applied.
4. **Contractor Acquired Property:** Provide an itemized list of contractor acquired property (CAP), if any, to be acquired in support of the project, showing the cost for each item. Use the second tab in the cost spreadsheet located on the [SERDP website](#) as a template. CAP is any article of non-expendable, tangible property having a useful life of more than two years and an acquisition cost of \$5,000 or more per unit. The rationale for the purchase of CAP as well as its final disposition should be stated in the Cost Section narrative.
5. **Materials, Supplies, and Consumables:** Provide a general description and total estimated cost of expendable equipment and supplies. Include a separate itemized list using the third tab of the cost spreadsheet template located on the [SERDP website](#).
6. **Subcontracts and Government Partners:** For any co-performer or subcontract totaling \$50,000 or more, provide a breakout of the tasks and associated costs in a separate cost estimate using the cost spreadsheet template located on the [SERDP website](#). Government partners will be provided a separate allocation of funds directly

based upon this separate estimate. Funds provided directly from SERDP to government partners are not to be subject to contractor indirect charges or fees. The lead organization should plan to manage all subcontracts to non-government partners. If the subcontractor will be purchasing CAP, include the rationale for such a purchase and the final disposition in the Cost Section narrative.

7. **Travel Costs:** Estimate total travel costs. List the number of trips, the destinations, purposes, and costs per trip using reasonable and allowable rates in accordance with FAR 31.205-46 for all proposed travel. Use the fourth tab in the cost spreadsheet on the [SERDP website](#) as a template for the travel budget breakdown. For trips where the specific destination has not yet been determined, budget for a representative location. For planning purposes, SERDP conducts an annual in-progress review of management and technical status of each project in the Arlington, VA area. New start projects funded to begin in 2026 generally will be reviewed first in February 2027, with additional annual reviews in either April/May or October/November thereafter for multi-year projects. SERDP will support attendance at one domestic technical meeting each year. SERDP intends to sponsor an annual technical Symposium in the Washington, D.C. area that investigators are expected to attend. If applicable, investigators are encouraged to budget for students and post-doctoral associates supporting the project to attend this meeting. In the event the Symposium is not held, investigators may attend an appropriate meeting of their choice at comparable cost.
8. **Publication and Report Costs:** Estimate the costs of publishing and reporting results, including the direct charges for clerical preparation, page or illustration charges, and distribution. SERDP supports budgeting the additional charge to confer public access for manuscripts. The SERDP reporting requirements are located on the [SERDP website](#). Include a separate itemized list using the fifth tab of the cost spreadsheet template located on the [SERDP website](#).
9. **Service Contract Reporting (SCR):** In accordance with DFARS 204.1703 Reporting requirements, DoD contractors with contracts in excess of \$3,000,000.00 will begin reporting manpower data under applicable service contracts in the SCR section of the System for Award Management (SAM) (<http://sam.gov>) to support the requirements of title 10, U.S.C, section 235 and 2330a. Contracts subject to reporting requirements will have DFARS 252.204-7023 Reporting Requirements for Contracted Services added into to the contract. Please see the “Guidebook for Service Contract Reporting in the System for Award Management” Version 2.0 dated 21 October 2020 for additional information. Contracts under \$3,000,000.00 are not subject to Service Contract Reporting requirements.
10. **Fixed Fee:** Eligible organizations shall list the fixed fee (i.e., profit), if any, applied to the project. Indicate in the table footnote the cost elements included in the basis for the fixed fee.
11. **Cost by Task Summary Table:** A total cost matrix with breakout of cost per task must be included. The sixth tab in the cost spreadsheet located on the [SERDP website](#) provides a template. These numbers must match those on the main cost spreadsheet.

2.4. APPENDICES

Appendices are not included in the page limitation for the proposal.

1. **Required: List of Acronyms:** Provide a complete list of acronyms used in your proposal and their definitions. List the proposal number at the top of the page.
2. **Required, if literature is cited: Literature Citations:** Provide literature citations for any material cited in the technical section or the supporting technical data.
3. **Optional: Supporting Technical Data** (*limited to 5 pages*): Data sheets, charts, and referenced research extracts.
4. **Required: Abbreviated Curricula Vitae (CV)** (*3 pages or less per CV*): CVs are required for all key technical personnel at the lead organization and the lead individual for all key co-performers or subcontractors.
5. **Optional: Existing Support:** If the PI is funded by other programs to conduct research that overlaps or parallels the current proposal, provide a brief description of that support ($\frac{1}{2}$ page per relevant effort). If applicable, provide letters of support from prospective joint sponsors. See Cooperative Development in the Technical Section.
6. **Optional: Letters of Support:** If you have received letters of support or commitment from installations or site managers, provide them in this section.
7. **Required: Cost Breakdown Narrative:** Provide a 1-2 page narrative discussing each cost element in sufficient detail to explain why the cost proposed is considered fair and reasonable, including the techniques used to determine subcontractor costs fair and reasonable.

3. SUBMITTAL

Proposals are submitted via SEMS. No electronic mail, faxed, or hard copy proposals will be accepted. **Proposals must be submitted prior to 2:00 p.m. Eastern Time on July 10, 2025.**

Complete all steps below in order to submit a proposal.

- Log in to [SEMS](#).
- Enter all required proposal details into SEMS. Proposal details may be saved and edited prior to final submission.
- Download or print the “Signature Page”. This must be signed by an individual with the authority to commit the lead organization to execute the proposed work. The document may be electronically or hand-signed. Ensure all information on the signed summary matches the proposal file. Please note, the contracting process is subject to delays and may not be completed until late September in the year following selection. If possible, pricing valid until September 30, 2026 will minimize requests for new cost information before contract award. The “Signature Page” must include the zero-cost contingency year requested in Section 1.3.
- Upload the signed “Signature Page”.
- Add the system-generated proposal number, project title, lead PI name and organization to first page of proposal as instructed in Section 1.1 above.
- Create a single PDF file that contains all required sections outlined in the proposal guidance
- Upload the final proposal file.
- Submit the proposal. Only proposals that have been submitted will be considered. Proposals with a “Saved” status will not be reviewed.

Once the proposal has been submitted, SEMS will display an on-line confirmation message and will send an email notification to the proposer. It is the sole responsibility of the proposer to make certain the proposal is properly received by SERDP.

The proposer may continue to modify proposal details and upload revised proposal files until the due date. Prior versions of the proposal will be over-written and **only the last version uploaded** will remain in the system. Ensure the proposal details entered into the system match the contents of the PDF proposal file. It is recommended that proposals are uploaded as early as possible prior to the deadline, to ensure a successful and timely submission.

For proposal upload questions, contact the SERDP Office at 571-372-6565.

4. EVALUATION FACTORS FOR PROPOSALS

The following evaluation factors will be the sole basis for reviewing proposals pursuant to these SONs. SERDP Relevance is evaluated on a pass/fail basis. Technical Merit is significantly more important than Personnel which is more important than Cost. Transition Plan is less important than Cost.

SERDP RELEVANCE

Proposal reviewers will assess whether the proposal submission (1) responds to the objectives as described in the SON, and (2) falls within the SERDP mission to support basic and applied research or advanced technology development. SERDP Relevance is a threshold review and if the proposal is determined not to be relevant, no further evaluation of the proposal will be made.

TECHNICAL MERIT

The overall scientific and technical merit of the proposal must be clearly identifiable. The evaluation will consider the depth of the research leading to the proposed approach and the substantiation by calculations, test data, and references. Emphasis will be placed on the proposer's demonstration of a thorough understanding of the environmental or resilience issue. The proposer must demonstrate the ability to execute the work by providing a comprehensive, logical, orderly, and concise plan that indicates major tasks, milestones, critical paths, go/no go decision points, and key events leading to the completion of the project in the proposed time frame. In addition, the proposer must show how the technical approach and proposed tasks will address the project objectives. Strong consideration will be given to innovation; however, the degree of risk associated with individual proposals will be weighed against potential benefits. The proposal should clearly articulate how the research will advance the state of the science.

PERSONNEL

Proposal reviewers will examine and assess the applicable qualifications, capabilities, demonstrated achievements, and proposed time commitment to the project by the proposed principal(s) and other key personnel.

COST

Proposal reviewers will consider the reasonableness of the proposed cost, as well as the appropriateness and substantiation of costs for the technical complexity described. Cost sharing or leveraged resources also will be considered.

TRANSITION PLAN

The transition plan of the proposed research product(s) should demonstrate a clear understanding of how the project's results will transition to implementation either directly through future demonstrations or through future development and show a linkage between the work proposed and the needs of end users of the results. Coordination between the proposer and targeted end user community is of value for late-stage development projects.

5. REQUIREMENTS FOR FULL PROPOSALS SELECTED FOR FUNDING

Please be aware of the following requirements for proposals that are selected for funding. These requirements are considered part of the proposal process and the associated costs are to be borne by the proposer. The Government will not reimburse proposers for costs associated with submitting a proposal for this announcement.

5.1 REVISED PROPOSAL

Proposals selected for funding may require revision following the selection process and prior to contract award. Common revisions include adjustments to schedule, task structure, funding profile, or specification of required deliverables.

5.2 BRIEFING TO THE SCIENTIFIC ADVISORY BOARD

Proposals selected for funding require final approval from the SERDP SAB. This approval generally requires the PI to present a briefing to the SAB in November 2025. Detailed instructions are provided to selected proposers. Note that this requirement does not apply to Limited Scope proposals.

5.3 SUBCONTRACTING PLAN

If your proposal is selected for funding, you may be required to submit a Subcontracting Plan if the criteria below apply to your proposal. In accordance with FAR Subpart 19.7, all businesses, other than small business concerns or entities outside the United States that will perform their contracts entirely outside of the United States, are required to submit a subcontracting plan for contract proposals that exceed \$750,000. The subcontracting plan should reflect realistic, challenging, achievable positive percentage and dollars goals for subcontracting with Small Business concerns. The subcontracting plan must address a goal for each of the statutory required elements: Small Business, Small Disadvantaged Business, Woman-Owned Small Business, Service-Disabled Veteran-Owned Small Business, Veteran-Owned Small Business, and Historically Underutilized Business Zones. If the subcontracting plan contains zero percent goals for any of the respective elements listed above, an explanation must be provided as to why a goal greater than zero cannot be achieved.

The Subcontracting plan must be reviewed, negotiated and accepted by the Contracting Officer and is subject to review by the Department of Defense's Office of Small Business and the Small Business Administration prior to contract award. The Small Business Subcontracting Plan shall be prepared in accordance with FAR 52.219-9 Small Business Subcontracting Plan and elements as described in the checklist in DFARS PGI 219.705-4. Additional information can be found on the [Department of Defense Office of Small Business Programs website](#). The U.S. Army Corps of Engineers, [HECSA Small Business Office website](#) provides information on how to prepare a subcontracting plan, along with links to find small businesses to participate. For guidance on creating an acceptable subcontracting plan or for information on locating small business concerns, contact the HECSA Small Business Representative (HECSASmallBusinessProgram@usace.army.mil, 202-934-1816). **Please use the attached**

Small Business Subcontracting Plan template specifically tailored to this Broad Agency Announcement.

5.4 ACCOUNTING AND AUDITING REQUIREMENTS

SERDP projects are generally awarded as cost-type contracts. To be eligible for such an award, a contractor must have an approved accounting system and an accepted up-to-date government audit. Details on these requirements can be found at the web sites for [Defense Contract Audit Agency](#) and [Defense Contract Management Agency](#). Contractors selected for award who do not meet these requirements should inform their Program Manager immediately, as the process for approval can be time consuming. In some cases, if the work is appropriate to a firm fixed price contract and requirements for a cost-type contract cannot be fulfilled, successful proposers will be given the opportunity to enter into a firm fixed-price contract.

5.5 SAFEGUARDING COVERED DEFENSE INFORMATION AND CYBER INCIDENT REPORTING

DFARS Clause 252.204-7012 Safeguarding Covered Defense Information and Cyber Incident Reporting (OCT 2016) as prescribed in DFARS 204.7304(c) is a mandatory clause that will be included in all SERDP contracts. DFARS 204.7304(c) reads:

“(c) Use the clause at [252.204-7012](#), Safeguarding Covered Defense Information and Cyber Incident Reporting, in all solicitations and contracts, including solicitations and contracts using FAR part 12 procedures for the acquisition of commercial items, except for solicitations and contracts solely for the acquisition of commercially available off-the-shelf (COTS) items.”

Most SERDP projects do not result in Covered Defense Information. A written determination will be made by the SERDP office at final project acceptance for those that do. However, any resultant contract will not include addendums or local text regarding this mandatory clause. **DFARS 252.204-7012 is a mandatory clause that will not be removed from any contract for an SERDP project, nor will DFARS 252.204-7012 be altered in any way.** For more information please see the link below:

<https://business.defense.gov/Small-Business/Cybersecurity/>

5.6 SYSTEM FOR AWARD MANAGEMENT

In accordance with 4.1102 Policy, paragraph (a), **All offerors are required to be registered in SAM at the time an offer is submitted** in order to comply with the annual representations and certifications.

Offerors who are not registered and active in SAM, or without the required representations and certifications **ARE NOT** eligible for a contract award.

5.7 COVERED TELECOMMUNICATIONS EQUIPMENT

In accordance with Section 889(a)(1)(B) of the National Defense Authorization Act (NDAA) for Fiscal Year 2019 the provision at FAR 52.204-24 “Representation Regarding Certain Telecommunications and Video Surveillance Services or Equipment”, and FAR 52.204-26 “Covered Telecommunications Equipment or Services-Representation” will be included with all

contracts issued in connection with this Broad Agency Announcement. Additionally, all contracts awarded under this Broad Agency Announcement will include the clause at FAR 52.204-23 “Prohibition on Contracting for Hardware, Software, and Services Developed or Provided by Kaspersky Lab and Other Covered Entities” and FAR 52.04-25 “Prohibition on Contracting for Certain Telecommunications and Video Surveillance Services or Equipment”. **Contractors submitting proposal shall ensure their representations are up to date in the System for Award Management (<http://sam.gov>) as applicable IAW FAR 52.204-24, FAR 52.204-25 and, or FAR 52.204-26. Contracts WILL NOT be issued to Contractors who do not have their representations and certifications updated in SAM.gov.**

5.8 SERVICE CONTRACT REPORTING (SCR)

In accordance with DFARS 204.1703 Reporting requirements, DoD contractors with contracts in excess of \$3,000,000.00 will begin reporting manpower data under applicable service contracts in the SCR section of the SAM (<http://sam.gov>) to support the requirements of title 10, U.S.C, section 235 and 2330a. Contracts subject to reporting requirements will have DFARS 252.204-7023 Reporting Requirements for Contracted Services added into to the contract. Please see the attached “Guidebook for Service Contract Reporting in the System for Award Management Version 2.0” dated 21 October 2020 for additional information.

Contracts under \$3,000,000.00 are not subject to Service Contract Reporting requirements.

5.9 EFFECTIVE DATES OF AWARDED CONTRACTS

All contracts awarded under this BAA require bilateral execution and will be executed in counterparts. Any contract awarded under this BAA will first be sent to the successful offeror(s) for signature and execution of the offeror’s counterpart. No contracts which are executed solely by the successful offeror(s) are effective. **Offerors shall not begin performance prior to the receipt of a fully executed contract by the Government Contracting Officer. Offeror(s) who begin performance prior to receipt of a fully executed contract are performing at their own cost and at their own risk.**

Contracts are not effective until the Government’s Contracting Officer signs and executes the Government’s counterpart and the counterpart with the Government’s Contracting Officer’s signature is distributed to the successful offeror(s).

5.10 OTHER COST AND PRICING DATA

All successful offeror(s) will be required to submit Other Cost and Pricing Data for the Government’s required pre-award contract price/cost analysis. Submitting this data along with the final proposal will help expedite the contract process. Successful offers with expected contract values above \$2,000,000 must provide certified data (see Section 2.3 above). Other Cost and Pricing Data includes:

1. For contractors requesting a cost type contract, provide a recent audit report documenting the contractor’s accounting system adequacy for determining costs applicable to cost type contracts. Contractors lacking an accounting system adequacy determination shall submit firm-fixed price proposals.

2. Cost Proposal Cost and Pricing Data Backup Documents including:
 - a. Payroll backup documents which show wages and fringe;
 - b. Defense Contract Audit Agency (DCAA) Rate Agreement, Forward Pricing Rate Agreement (FPRA), Forward Pricing Rate Recommendations, Department of Health and Human Services College Rate Agreement, or Navy Rate Agreement, and the point of contact for the same. In the event of no established rate agreement, submit the last three years of actual incurred rate data (cost base and cost pool) for analysis;
 - c. Details with respect to Materials, Supplies, and Consumables (MSCs) or Contract Acquired Property (CAP) including quantities and type of MSCs (ex. 500 gal. hydrogen peroxide at \$2/gal or, 20 large columns at \$50/column, etc.) which includes evidence of quotes and suppliers for MSCs (actual quotes are preferred);
 - d. Quotes for any subcontracted services detailed as Other Direct Costs and not directly allocable to subcontractor expenses (i.e., if laboratory costs are listed, the laboratory pricing information);
 - e. Travel specifics (who, where, when, purpose, mode of transportation), etc. *GSA per-diem and lodging rates are the maximum rates that may be used for the destination cities* **Offerors are not entitled to fee or profit on travel.**

Offerors with subcontractor costs in excess of \$50,000 shall include a cost sheet and backup data with similar details as the Offeror for each subcontractor exceeding \$50,000 in costs.