

**BROAD AGENCY ANNOUNCEMENT (BAA)  
MINERALS MANAGEMENT SERVICE (MMS)**

**Study Opportunity Title: Developing Environmental Protocols and Monitoring to Support Ocean Renewable Energy and Stewardship**

**Study Opportunity Number: M10PS00152**

**Study Opportunity Description:** Under the auspices of the National Oceanographic Partnership Program (NOPP) and The President's Interagency Committee on Ocean Science and Resource Management Integration (ICOSRMI), the Environmental Studies Program of the Department of the Interior, (DOI), Minerals Management Service (MMS) solicits proposals in eight topic areas meeting the goal and purpose of the Partnership Program outlined in Title II, subtitle E, of Public Law 104-201. Any NOPP member agency may fund research in response to this BAA.

Approximately \$6.5 M over three to five years may be available for this BAA, subject to availability and final approval by the Interagency Working Group on Ocean Partnerships (IWG-OP) for the ICOSRMI.

This publication constitutes a Broad Agency Announcement (BAA) as contemplated in Federal Acquisition Regulation (FAR) 6.102(d)(2). A formal Request for Proposals (RFP), solicitation, and/or additional information regarding this announcement will not be issued.

The Minerals Management Service (MMS) will not issue paper copies of this announcement. The MMS, in partnership with the Department of Energy, the National Oceanographic and Atmospheric Administration, and other NOPP agencies, reserves the right to select for award all, some, or none of the proposals in response to this announcement. MMS provides no funding for direct reimbursement of proposal development costs. Technical and cost proposals (or any other material) submitted in response to this BAA will not be returned. It is the policy of MMS to treat all proposals as sensitive competitive information and to disclose their contents only for the purposes of evaluation. Background information on NOPP can be found here:  
<http://www.nopp.org/>.

**POINT OF CONTACT:**

Questions shall be directed to the Contracting Officer specified below:

Ms. Lisa A. Algarin  
Contracting Officer  
Minerals Management Service  
Procurement Operations Branch  
381 Elden Street, Mail Stop 2101

Herndon, VA 20170  
Tel: (703) 787-1120  
Fax: (703) 787-1041, ATTN: NOPP BAA  
Email: [Lisa.Algarin@mms.gov](mailto:Lisa.Algarin@mms.gov)

## **I. TOPICS**

Generally, the topics in this BAA address needs for information regarding various aspects of renewable energy. Topics broadly include baseline environmental information gathering, identification and evaluation of best management practices and protocols, assessment of monitoring equipment, development of GIS tools, and the social and cultural implications of renewable development.

Where appropriate, consideration of coastal and marine spatial planning should be incorporated in the development of proposals.

For all topics, Offerors are encouraged to discuss integration of data with other ongoing data archiving and dissemination efforts of a similar nature [e.g. Census of Marine Life (COML), Ocean Biogeographic Information System (OBIS), National Biological Information Structure (NBII), Federal Geographic Data Committee (FGDC)] to avoid duplication as appropriate. Proposals may address one or more topic areas.

### **Topic 1: Characterization & Potential Impacts of Noise Producing Construction & Operation Activities on the Outer Continental Shelf (OCS)**

Individual awards under this topic are expected to range between \$300,000 and \$500,000.

Objectives are to identify and characterize the levels and sources of anthropogenic and naturally occurring ambient sound in oceanic areas that are prospective sites for offshore energy-generation projects powered by the prevailing winds, waves, or ocean currents. Characterization would include (but not be limited to) determining the overall intensity, direction(s), and persistence of the various sounds and their frequency spectrum. The measurements and analyses will be made in advance of the construction of the energy-producing facilities, repeated again during the construction, and repeated again during the operation of the facilities. Estimates shall be made of the potential impacts (behavior, number of species present during activities, etc.) to the species resident in these areas or migrating through them as a consequence of the sounds produced by the construction and, later, operation of the energy-generating facilities. (Please note that while some (perhaps many) of the resident marine organisms will themselves produce little or no sound, impacts to them from anthropogenic sound must be considered.)

The geographic areas of interest for this project are within the Atlantic OCS Planning Area Boundaries. The Offeror shall propose to conduct the effort in (at least) two of these four areas:

1. Offshore Rhode Island
2. Offshore Georgia

3. Offshore South Carolina / North Carolina
4. Offshore Florida

Interested Offeror should consult the MMS's renewable energy web page (<http://www.mms.gov/offshore/RenewableEnergy/index.htm>) for information about areas of prospective offshore renewable energy projects. Proposals shall describe work in all four areas of prospective offshore renewable energy development, with the two areas to be the focus of the work to be determined later by MMS. The status of facility planning in the selected areas will be considered in the evaluation of proposals.

### **Topic 2: Protocols for Baseline Studies and Monitoring for Ocean Renewable Energy**

Individual awards under this topic are expected to range between \$300,000 and \$500,000.

In order to effectively manage offshore wind, wave, and hydrokinetic energy projects, a significant amount of environmental data needs to be collected in baseline and pre-construction studies, and in operational monitoring. Currently, no standards exist to ensure that data collection methodologies produce scientifically valid and comparable data. Standard protocols and formats for the collection and comparison of data clearly are needed for offshore renewable energy. In order to ensure that these protocols are accepted by both regulatory agencies and developers alike, and to reduce potential conflicts, it is important that these protocols be developed in a fashion that takes into account input from scientists, regulators, environmental NGOs, and industry. The Offeror must detail a process and schedule through which industry and regulators will approve and adopt these monitoring protocols.

Proposals in this topic area will address the development and execution of a collaborative process to design a suite of protocols for the collection of data in baseline studies and operational monitoring for offshore renewable energy projects. These protocols should:

- 1) clearly identify the issues on which data needs be collected and monitoring performed;
- 2) establish best scientific methodologies and approaches to ensure valid data collection;
- 3) establish methods and metrics flexible enough to be applicable to a wide variety of sites, environmental conditions and energy-generating technologies;
- 4) include an adaptive mechanism to respond to changes in technologies, environmental conditions and/or data needs; but also
- 5) ensure enough consistency in data collection to ensure comparability across projects and, where appropriate, across energy resource types. A comparative evaluation of protocols in use in the European Union should be included.

Offerors are encouraged to consider other ongoing efforts of a similar nature to incorporate their progress and avoid duplication as appropriate, e.g. Integrated Ocean Observing Systems (IOOS).

### **Topic 3: Physical Oceanography Field Study to Assess Potential Environmental Impacts of Prospective Marine and Hydrokinetic Energy-Generating Devices**

Individual awards under this topic are expected to range between \$1,000,000 and \$1,500,000.

This topic requires the Offeror to implement a physical oceanography field study that evaluates the impacts to flow characteristics at the mesoscale along the Atlantic and/or Pacific seaboards.

Proposals in this topic area will present a field study to collect information on the flow characteristics of a particular region and the surrounding environment. The Offeror shall identify a specific area in which to implement this study. The potential for timely testing or development by industry will be considered in the evaluation of proposals.

Physical processes that control the local flow characteristics around marine and hydrokinetic energy generation devices and arrays of devices play an important role in assessing the impacts of the individual devices and the array on the marine environment. Extracting energy from waves and currents by installing hydrokinetic facilities in the ocean not only changes flow characteristics but also alters the local ecosystem and sediment transport patterns. To investigate the changes in the flow characteristics for impact assessment, the proposed study shall implement a detailed field study. The field study will include collecting baseline data in an area of likely testing or development and post deployment monitoring should a device or devices be emplaced. The measurements shall include, but not be limited to, wind, wave, current speed and direction; temperature and salinity; and turbulence. The field data will provide the basis of an analytical solution that leads to the development of a local circulation model with a wind and wave module built in and ready to be integrated with biological, chemical and sediment transport models through future efforts.

Offerors are encouraged to consider other ongoing efforts of a similar nature to incorporate their progress and avoid duplication as appropriate.

#### **Topic 4: Evaluation of Environmental Monitoring Technologies for Offshore Renewable Energy**

Individual awards under this topic are expected to range between \$500,000 and \$750,000.

Presently many sensors to characterize and monitor physical (e.g. hydrodynamics, waves, sediments, water quality) and biological processes exist, however marine and hydrokinetic and offshore wind characterization and monitoring could require more robust technologies to assist with adequate site characterization and post-installation monitoring that is presently not commercialized. Proposals funded under this topic area would explore, evaluate, and document the performance of various monitoring technologies to assist in overall site assessment and post-installation monitoring.

#### **Topic 5: Sub-Seabed Geologic Carbon Dioxide Sequestration Best Management Practices**

Individual awards under this topic are expected to range between \$250,000 and \$500,000.

The MMS has the authority to issue leases, rights-of-way, and easements for CO<sub>2</sub> transport and sequestration in the Outer Continental Shelf (OCS), and anticipates applications for such projects in the near future. The purpose of this study is to develop Best Management Practices (BMPs) for CO<sub>2</sub> transport and sequestration operations on the OCS that support MMS's regulatory framework for these types of projects. A worldwide literature survey shall be conducted that reviews and analyzes the current literature base and other material from domestic and international private, academic, and governmental sources regarding sub-seabed geologic CO<sub>2</sub> transport and sequestration. Information may include regulations, guidelines, management frameworks, best management practices, "lessons-learned", etc. from offshore and onshore geologic carbon sequestration projects and programs that may translate to the offshore environment. The synthesis should leverage concurrent efforts underway by the Department of Energy, the Environmental Protection Agency, European Union, World Resources Institute, etc.

The worldwide synthesis will be utilized to develop BMPs that will address all aspects of CO<sub>2</sub> transport and sequestration operations on the OCS. The synthesis and BMPs must address the following:

- site selection and characterization, including data collection and modeling requirements;
- risk analysis;
- project construction, operation, decommissioning;
- operational and environmental controls and monitoring, verification, and accounting;
- mitigation;
- inspection and auditing;
- reporting requirements;
- emergency response and contingency planning;
- site closure;
- post-operation monitoring and management; and
- liability and bonding.

The synthesis will also address how the MMS can apply these BMPs to the offshore environment and if not, why? An analysis of the synthesis will identify data gaps in the information and practices. The analysis will also present an adaptive management methodology to identify gaps and a framework with indicators and criteria to develop mitigations and best management practices where these gaps are present. A database of all literature and other materials, complete with annotations, compiled during the worldwide synthesis also will be submitted with the worldwide synthesis report and BMPs.

## **Topic 6: Renewable Energy Visual Evaluations**

Individual awards under this topic are expected to range between \$350,000 and \$500,000.

Stakeholders along the Pacific and Atlantic Coasts value the viewshed and are concerned with the impacts from offshore renewable energy development. To begin addressing this issue, we need first to understand what can be seen from shore. There are a number of different renewable energy projects and offshore technologies that can capture energy from wind, wave, tidal flow, and/or ocean current. Each of these approaches presents a number of very different designs. In turn these designs and distance from shore literally will present different views from the coastline.

The objective of proposals under this topic is to provide the tools necessary to assess the potential visual impacts associated with offshore renewable energy technologies including wave, wind, and ocean current projects. The result shall build an interactive GIS tool into which the necessary data can be plugged to evaluate sites of choice. Proposals should define data layers and formats required as inputs to the tool. Offerors should evaluate existing tools for their applicability to this effort. The tool developed is required to display information in GIS-based ArcView 9.2 data layers/shapefiles and to be adaptable for future ArcView upgrades. User selectable/specified parameters include:

- The number of structures in a hypothetical facility or array,
- The full height of structures (including maximum rotor height for wind turbines),
- The distance between structures in the facility or array,
- Various configurations of structures within the array,
- The location of the onshore viewpoint,
- The height of the onshore viewpoint, and
- Other potential Offeror-defined viewshed elements.

Additional desired features include:

- The locations and names of listed historic properties within a given radius of the facility's center point,
- Views under different lighting and weather conditions and seasons, and
- Views including vegetation and other structures between the viewpoint and the facility or array.

Output views must show the following:

- Representations of the specified facility or array from the given viewpoint.
- The distance of the viewpoint from the shoreline, and
- The distance of the viewpoint to structures at the nearest and farthest points in the facility or array.

Examples demonstrating the inputs and outputs for one hypothetical wind facility and one hypothetical hydrokinetic facility shall be included as deliverables.

### **Topic 7: Renewable Energy Capacity Inventory in Coastal Alaska**

Individual awards under this topic are expected to range between \$300,000 and \$500,000.

The Energy Act of 2005 delegated regulatory authority to MMS over renewable energy resources on the OCS. The new mandate requires fresh research about the range of opportunities, environmental implications, and potential social effects of renewable energy projects on a national, regional, and local scale. This topic is designed to provide an initial inventory of plausible development opportunities and potential socio-economic consequences for residents of Alaska and three to five Alaskan coastal communities selected by the Offeror.

Renewable energy supplies must be considered within the context of existing and developing socio-economic and political relations, with a watchful eye upon the potential environmental, social and cultural consequences of a significant technological transformation. Some of the paramount initial social questions must consider optimal opportunity for renewable energy development. Which regions of coastal Alaska are best poised to capitalize on opportunities from new technologies in the development of renewable energy? What are the predictable implications of tidal energy production in a specific region, such as Cook Inlet? What are the major parameters that will determine the economic feasibility of renewable energy projects in various regions of coastal Alaska? Will renewable energy technologies provide a wide range of socially desirable benefits to match the presumed environmental benefits? In what specific ways should government regulatory authorities attempt to manage a nascent development project in order to optimize positive social impacts and minimize any adverse implications?

Proposals in this topic area shall address 1) establishing firm intellectual understanding over the range of options, processes, economic feasibility, and potential management strategies that are relevant to development prospects for renewable energy sources on the OCS of Alaska and 2) the systematic collection a variety of technical and socio-economic data to produce a resource inventory database about the realistic prospects and related social impacts of specific alternative energy development scenarios for the Alaska region.

### **Topic 8: Ocean Renewable Energy Siting in the Context of Coastal and Marine Spatial Planning**

Individual awards under this topic are expected to range between \$300,000 and \$500,000.

A number of states have proposed or will propose the siting of ocean wind or hydrokinetics within their coastal zones or adjacent federal waters. Coastal and marine spatial planning (CMSP) requires that information on the physical environment, ecosystems and human use patterns be integrated to evaluate cumulative impacts of these activities relative to the best uses of specific marine real estate. Consistent with the President's CMSP initiative as a part of his Ocean Policy Task Force interim report, proposals will be sought that integrate oceanographic, ecological and human use data, stakeholder input and cumulative impacts evaluation of ocean renewable energy proposals in the context of CMSP.

## **II. AWARD INFORMATION**

It is anticipated that awards will be in the form of contracts in accordance with the FAR. It is strongly preferred that one organization act as the lead organization for each project team. Should a project team include to a Federal entity, funds to that entity will be provided through a separate Interagency Agreement (IA).

(a) Total Amount of Funding Available: Approximately \$6.5 M over three to five years may be available for this BAA, subject to availability and final approval by the Interagency Working Group on Ocean Partnerships (IWG-OP) of the ICOSRMI. It is estimated that between one and three awards are possible per topic. The anticipated proposal award amounts can be found with the individual topics. Proposals may address more than one topic however the topics being addressed must be clearly identified on the cover page. Proposals outside the anticipated award amount for the individual topics will be considered.

(b) Anticipated Award Types: Contracts are anticipated. Proposals shall specify the contract type being proposed. Should a NOPP partner agency wish to fund a proposal independently from MMS, other award types are possible, including grants and cooperative agreements.

(c) Anticipated Period of Performance for Awards: 1-5 years for each topic.

(d) Proposal evaluations are anticipated to be completed by late Spring 2010 with awards contemplated by late Summer 2010.

### **III. ELIGIBILITY INFORMATION**

This BAA is open to all responsible sources, both domestic and foreign, qualified to receive awards in accordance with the FAR.

Team efforts are required among at least two of the following three sectors:

- Academia,
- Industry (including Non-Governmental Organizations - NGOs), and
- Government (including State and Local)

All responsible sources from academia and industry may submit proposals under this BAA. Historically Black Colleges and Universities (HBCUs) and Minority Institutions (MIs) are encouraged to submit proposals and join others in submitting proposals. However, no portion of this BAA will be set aside for HBCU and MI participation.

Federal laboratories (such as Federally Funded Research & Development Centers, Department of Energy National Laboratories, Department of Defense, or other civilian agency laboratories) are not eligible to bid as the lead organization on this BAA. However, teaming arrangements and partnerships between these laboratories and eligible principal bidders are allowed so long as they are permitted under the sponsoring agreement between the Government and the specific laboratory. Teams are encouraged to submit proposals in any and all areas. However, Offerors must be willing to cooperate

and exchange software, data and other information in an integrated program with other contractors, as well as with system integrators, selected by MMS.

Topics under this BAA are not expected to cover export controlled technologies.

#### **IV. PROPOSAL SUBMISSION INFORMATION**

**1. Submission Process** – Proposals must be submitted two volumes, volume one Technical and volume two Cost, in hard copy (one original, three copies, six CDs) to the address listed below. Proposals must be received **on or before 3:00 p.m. Eastern Standard Time, Monday, 22 February, 2010**. One organization should act as the lead organization for each project and submit the proposal covering all participants.

Department of the Interior, Minerals Management Service  
Procurement Operations Branch, MS 2101  
381 Elden Street  
Herndon, VA 20170  
Attn: Lisa A. Algarin, Contracting Officer, 703-787-1120

***Please note it is the Offeror's responsibility to ensure/verify that MMS receives their submission on or before the specified due date and time. If the proposal is not received by MMS on or before the date and time specified, the Offeror's submission will be considered late and will not be evaluated. Please note timeliness of receipt of any submission will be determined by the time received in the Procurement Operations Branch, Herndon, Virginia.***

(a) Please note that MMS is located in a secure building. If proposals are hand delivered, please ensure that the courier is instructed to check in at the Guard desk located in the rear of the building and ask to call the Branch on extension 1070. A staff member will meet the courier to receive the submittal. When proposals are hand carried or delivered by courier service, or express delivery service (i.e. Federal Express, DHL, etc) the Offeror assumes full responsibility for ensuring allocation of enough time to gain access to the MMS Staff in accordance with these instructions and your submission by the time and date specified herein.

(b) All packages containing submissions shall be labeled and sealed as if for mailing, and the following information shall be marked on the outside:

- i. MMS Opportunity Number M10PS00152;
- ii. Date and time specified for receipt;
- iii. Name and address of Offeror; and
- iv. Name of the MMS point of contact (Lisa A. Algarin).

**2. Content and Format of Full Proposals** – The Proposals submitted under this BAA should be unclassified. The Proposal submissions will be protected from unauthorized

disclosure in accordance with FAR 15.207. Offerors are expected to appropriately mark each page of their submission that contains proprietary information.

### **Full Proposal Format – Volume 1 - Technical and Volume 2 - Cost Proposal**

- Paper Size – 8.5 x 11 inch paper
- Margins – 1” inch
- Spacing – single or double-spaced
- Font – Times New Roman, 12 point
- Number of Pages – The Technical Proposal (Volume 1) is limited to no more than 15 pages. The cover page, table of contents, severable statements of work for proposed Federal entities (if applicable), list of references and resumes are excluded from the page limitations. If Technical Proposals exceed the page limit specified for Volume 1, only the first 15 pages will be evaluated. The Cost Proposal (Volume 2) has no page limitation.
- Copies – The disks submitted by the Offeror shall contain electronic copies in .PDF format of Volume 1 and Volume 2 (including all supporting documents from all partners and subcontractors), as described below. All parts of the Volume 1 shall be in a single file and all parts of Volume 2 shall be in a separate single file.

### **Full Proposal Content**

The Technical and Cost Proposals must be prepared and submitted as separate, individual volumes.

**VOLUME 1: TECHNICAL PROPOSAL** should include efforts proposed by all participants on the project.

- **Cover Page:** The use of the SF 1411 is optional. The words “Technical Proposal” should appear on the cover page in addition to the following information:
  - MMS opportunity number – M10PS00152
  - Title of Proposal
  - Identity of prime Offeror and complete list of subcontractors, if applicable
  - Technical contact (name, address, phone/fax, electronic mail address)
  - Administrative/business contact (name, address, phone/fax, electronic mail address)
  - Duration of effort (separately identify basic effort and any proposed options)
  - Signatures of Principal Investigator and required organizational officials
  - Topic or topics addressed

(This item is not included in page count.)

- **Table of Contents:** (This item is not included in page count.)
- **Project Summary/Abstract:** (This item is included in page count.)

- **Statement of Work:** A Statement of Work (SOW) clearly detailing the scope and objectives of the effort and the technical approach. It is anticipated that the proposal will be incorporated by reference into the resultant contract or agreement. Proposals must include a self-standing SOW without any proprietary restrictions, which can be attached to the contract or agreement award. Include a detailed listing of the technical tasks/subtasks organized by year. An accounting of any Government Furnished Property or Government Furnished Equipment requested should be included. Should a particular project include a funding request for the participation of a Federal entity, the proposal should include a separate SOW describing only that work which is to be performed by the Federal entity. A separate SOW should be included for each Federal entity requesting funding. SOWs related to the participation of Federal entities, if any, should be included as an appendix to the Technical Proposal. The main SOW will be included in the page count but appendices for Federal work will not count against the page limitations set forth above.
- **Project Schedule and Milestones:** A summary of the schedule of events and milestones. (This item is included in page count.)
- **Assertion of Data Rights:** Include a summary of any proprietary rights to preexisting results, prototypes, or systems supporting and/or necessary for the use of the research, results, and/or prototype. Any data rights asserted in other parts of the proposal that would impact the rights in this section must be cross-referenced. If there are proprietary rights, the Offeror must explain how these affect its ability to deliver research data. Additionally, Offerors must explain how the program goals are achievable in light of these proprietary limitations. If there are no claims of proprietary rights in pre-existing data, this section shall consist of a statement to that effect. (This item is included in page count.)

NOTE: The default data policy in NOPP is full, open, and immediate disclosure of all data taken under NOPP sponsorship. Waivers and exceptions to this policy should be requested in the proposal and may be granted by the cognizant Program Officer.

- **Deliverables:** A detailed description of the results and reports to be delivered inclusive of the timeframe in which it will be delivered must be included for the entire proposed period. (This item is included in page count.)
- **Management Approach:** A discussion of the overall approach to the management of this effort, including brief discussions of the total organization, use of personnel; project/function/subcontractor relationships; and planning, scheduling and control practice. Identify which personnel and subcontractors (if any) will be involved. Include a description of the facilities that are required for the proposed effort with a description of any anticipated Government Furnished Equipment, Hardware, Software, Information required, by version and/or configuration. (This item is included in page count.)

- **List of References:** Provide source of each reference cited in the proposal. No specific format required. (This item is included in page count.)
- **Past Performance:** Provide at least three examples of performance on past projects related to your topic to include a description of the project, project title, contract number, period of performance, contract amount, and client identification (including agency or company name, contracting and technical reviewing official, address, and telephone number). (This item is not included in page count.)
- **Curriculum Vitae:** Resumes or CV's of no more than two pages should be included for the Principal Investigator and each major co-investigator. Letters of commitment from co-investigators should be included. (This item is not included in page count.)
- **Ship Use:** Requirements for ship time and use must be specifically included in the proposal, which should clearly specify the size and type of vessels proposed for use. Ships of opportunity are encouraged. Offerors planning to schedule ship time through the University / National Oceanographic Laboratory System (UNOLS) should visit the web site at: <http://www.gso.uri.edu/unols/ship/shiptime.html>, and coordinate directly with UNOLS. (This item is included in page count.)

**VOLUME 2: COST PROPOSAL** (This Volume must include a summary budget for the entire project and individual budgets for all subcontracts.)

The Cost Proposal shall consist of a cover page, table listing subcontractors and funds requested by partner and year, and certification pages. Cost information should be organized into two parts. Part 1 will provide a detailed cost breakdown of all costs by cost category by Government fiscal year and Part 2 will provide a cost breakdown by task/sub-task corresponding to the task numbers in the proposed SOW.

Projects which include participation by a Federal entity should include a separate budget detailing the Federal entity's proposed costs in the full partnership proposal. Federal entities will be funded separately via an Interagency Agreement.

- **Cover Page:** The use of the SF 1411 is optional. The words "Cost Proposal" should appear on the cover page in addition to the following information:
  - MMS opportunity number – M10PS00152
  - Title of Proposal
  - Identity of prime Offeror and complete list of subcontractors, if applicable
  - Technical contact (name, address, phone/fax, electronic mail address)
  - Administrative/business contact (name, address, phone/fax, electronic mail address)
  - Duration of effort (separately identify basic effort and any proposed options)
  - Total cost of effort
  - Signatures of Principal Investigator and required organizational authorized officials to sign for each agency or company
  - Topic or topics addressed

- **Ship Use:** Costs for use of non-UNOLS ships must be included in the proposal budget.
- **Table of Partners and Costs:** The cost proposal should lead with a table summarizing by fiscal year and for each academic institution, business, not-for-profit agency, and government agency requesting funds: the Principal Investigator(s), the name of the organization and its nature, and funds requested for each fiscal year of the proposed effort. Information is required in the following example format:

**TABLE OF PARTNERSHIPS (EXAMPLE ONLY):**

<b>Principal Investigator(s)*</b>	<b>Organization*</b>	<b>FY10 funds Requested</b>	<b>FY11 funds Requested</b>	<b>FY12 funds Requested</b>	<i>... Additional years as required</i>
R. Johnson (lead PI)	Random University (Academic)	\$125,314	\$127,216	\$131,614	
J. Jones & S. Smith	Vandaley Industries (Business)	\$110,615	\$37,212	\$64,312	
L. Simmons	The Ocean Mammal Conservancy (Non-profit)	\$25,000	\$25,000	\$0	
T. Ritter	DEQ of Texas (State Gov)	\$10,000	\$10,000	\$10,000	
<b>OTHER THAN FEDERAL GOVERNMENT SUBTOTAL:</b>	_____	\$260,929	\$189,428	\$195,926	
T. Wilson	NOAA Laboratory for Oceans (Government)	\$57,612	\$61,214	\$50,000	
<b>FEDERAL GOVERNMENT PARTICIPANT TOTAL:</b>	_____	\$57,612	\$61,214	\$50,000	

PROJECT TOTAL:		\$318,541	\$250,642	\$245,926	

\*Participant names and costs are fictitious and were used simply for illustrative purposes.

**Part 1:** Detailed breakdown of all costs by cost category by Government fiscal year:

- Direct Labor – Individual labor category or person, with associated labor hours and unburdened direct labor rates.
- Indirect Costs – Fringe Benefits, Overhead, G&A, COM, etc. (Must show base amount and rate).
- Travel – Number of trips, destination, duration, etc.
- Subcontract – A cost proposal as detailed as the Offeror’s cost proposal will be required to be submitted by the subcontractor and included with the primary proposal. The subcontractor’s cost proposal can be provided in a sealed envelope with the Offeror’s cost proposal or it may be included in the same document with the Offeror’s proposal.
- Consultant – Provide consultant agreement or other document which verifies the proposed loaded daily/hourly rate.
- Materials should be specifically itemized with costs or estimated costs. An explanation of any estimating factors, including their derivation and application, shall be provided. Include a brief description of the Offeror's procurement method to be used (Competition, engineering estimate, market survey, etc.).
- Other Direct Costs, particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the contractor (Justifications must be provided when Government funding for such items is sought). Include a brief description of the Offeror's procurement method to be used (Competition, engineering estimate, market survey, etc.).
- Proposed fee/profit must be in accordance with the statutory limitations imposed by 10 U.S.C. 2306(d) and 41 U.S.C. 254(b) and cited in FAR 15.404-4(c)(4)(i).

**NOTE:** Indicate if you have an approved Accounting System. Include a copy of your most recent Defense Contract Audit Agency (DCAA) audit, if applicable. Indicate if you have an approved Purchasing/Estimating System and/or describe the process used to determine the basis of reasonableness (e.g., competition, market research, best value analysis) for subcontractors, consultants, materials, supplies, equipment/facilities, and other direct costs (ODCs).

**Part 2:** Cost breakdown by task/sub-task using the same task numbers in the Statement of Work.

**V. EVALUATION INFORMATION**

**1. Evaluation Criteria**

Award decisions will be based on a competitive selection of proposals resulting from a scientific and cost review. The proposals will be rated by a peer review panel and subsequently selected by the agencies funding the studies. Evaluations will be conducted using the following evaluation criteria:

- 1) Overall scientific and technical merits of the proposal;
- 2) Potential relevance to the topics addressed in the Statement of Work and contributions of the effort to the agency's specific mission;
- 3) The Offeror's capabilities, related experience, facilities, techniques or unique combinations of these which are integral factors for achieving the proposal objectives;
- 4) The qualifications, capabilities and experience of the proposed Principal Investigator (PI), team leader and key personnel who are critical in achieving the proposal objects; and
- 5) The realism of the proposed costs and the availability of funds.

Overall, the technical factors (1 – 4 above) are more important than the cost factor, with the technical factors all being of equal value. The degree of importance of cost will increase with the degree of equality of the proposals in relation to the other factors on which selection is to be based, or when the cost is so significantly high as to diminish the value of the proposal's technical superiority to the Government.

The Government will consider both multiyear and multiple year awards. If options are proposed, the Government will evaluate options for award purposes by adding the total cost for all options to the total cost for the basic requirement. Evaluation of options will not obligate the Government to exercise the options during contract performance.

## **2. Evaluation Panel**

All proposals will be subject to mail and/or panel review by peers, which may include non-governmental reviewers under non-disclosure agreements. All reviewers will adhere to confidentiality and conflict of interest standards. A synopsis of the NOPP review process can be found at <http://www.nopp.org/>.

Technical and cost proposals submitted under this BAA will be protected from unauthorized disclosure in accordance with FAR 3.104-4 and 15.207. The MMS scientific and technical point of contact, other Government scientific experts, and non-governmental reviewers under non-disclosure agreements will perform the evaluation of technical and cost proposals.

However, proposal selection and award decisions are solely the responsibility of Government personnel. The final distribution of awards will depend on quality of proposals, programmatic balance, funding Agency priorities and availability of funds.

## **VI. AWARD ADMINISTRATION INFORMATION**

## 1. Administrative Requirements

- The North American Industry Classification System (NAICS) code – The North American Industry Classification System (NAICS) code for this announcement is 541990.
- Central Contractor Registry (CCR) – All Offerors not already registered in the Central Contractor Registry (CCR) will be required to register in CCR prior to contract award. Information on CCR registration is available at <http://www.ccr.gov/>.
- Subcontracting Plans –Contract proposals that exceed \$550,000, submitted by all but small business concerns, shall submit a Small Business Subcontracting Plan in accordance with FAR 52.219-9. Offerors are urged to submit an aggressive plan for subcontracting with small business, businesses in the 8(a) Program, service-disabled veteran-owned small business, HUBZone small business concerns, small disadvantaged business, and women-owned small business concerns.
- Representations and Certifications – Federal Acquisition Regulation (FAR) 4.12 requires Offerors to submit representations and certifications electronically. Prospective contractors are required to complete, in conjunction with the Central Contractor Registration database, electronic annual representations and certifications via the BPN at: <http://orca.bpn.gov>. Vendors should also keep in mind that ORCA-completed representations and certifications are considered part of the vendor's bid or offer anytime ORCA-completed representations and certifications are used. Any one-time changes to these representations and certifications would also be considered to be part of the bid or offer. Your proposal MUST include your tax identification number (TIN) and Dun & Bradstreet number (DUNS).

## 2. Annual Reporting

All funded NOPP efforts must submit an Annual Report for use in the mandatory annual Spring NOPP Report to Congress. The NOPP Program Office will call for these each winter.

The following are samples of data deliverables that are typically required under a study effort:

\*Technical and Financial Progress Reports

\*Presentation Materials

\*Technical Summary

<http://www.gomr.mms.gov/homepg/regulate/enviro/studies/Tsspeccs.pdf>

\*Final Report

Additional data deliverables may be proposed and finalized during negotiations. Research performed under contracts may also include the delivery of software, prototypes, and other hardware items.

## **VII. OTHER INFORMATION**

### **1. Government Furnished Property/Government Furnished Equipment (GFE) and Facilities**

Offerors should provide all necessary facilities required to complete the proposed project. However, should an Offeror request that the government furnish property, the Offeror must provide a very specific description of any equipment/hardware that it needs from the Government to perform the work. Also, this description should identify the component, nomenclature, and configuration of the equipment/hardware that it proposes to purchase for this effort. The purchase on a direct reimbursement basis of special test equipment or other equipment will be evaluated for allowability on a case-by-case basis. Maximum use of Government integration, test, and experiment facilities is encouraged in each of the Offeror's proposals.

### **2. Security Classification**

In order to facilitate intra-program collaboration and technology transfer, the Government will attempt to enable technology developers to work at the unclassified level to the maximum extent possible. If access to classified material will be required at any point during performance, the Offeror must clearly identify such need prominently in its proposal.

### **3. Protection of Proprietary and Sensitive Information**

The parties acknowledge that, during performance of any contract resulting from this BAA, the Offeror may require access to certain proprietary and confidential information (whether in its original or derived form) submitted to or produced by the Government. Such information includes, but is not limited to, business practices, proposals, designs, mission or operation concepts, sketches, management policies, cost and operating expense, technical data and trade secrets, proposed budgetary information, and acquisition planning or acquisition actions, obtained either directly or indirectly as a result of the effort performed on behalf of MMS. The Offeror shall take appropriate steps not only to safeguard such information, but also to prevent disclosure of such information to any party other than the Government. The Offeror agrees to indoctrinate company personnel who will have access to or custody of the information concerning the nature of the confidential terms under which the Government received such information and shall stress that the information shall not be disclosed to any other party or to contractor personnel who do not need to know the contents thereof for the performance of the contract/agreement. Contractor personnel shall also be informed that they shall not engage in any other action, venture, or employment wherein this information will be used for any purpose by any other party.

### **4. Project Meetings and Reviews**

Individual program reviews between the MMS or other government sponsor(s) and the Contractor may be held as necessary. Program status reviews may also be held to provide a forum for reviews of the latest results from experiments and any other incremental progress towards the major demonstrations.

These meetings will primarily be held in the greater Washington, D.C. metropolitan area. Interim meetings are likely, but these will be accomplished via video telephone conferences, telephone conferences, or via web-based collaboration tools. For the purposes of budgeting, assume one face-to-face meeting per year of the contract and one other meeting per year, each of which will include all the main participants in the effort.

## **5. Submission of Questions**

Any questions regarding this BAA must be submitted to the Point of Contact, Lisa A. Algarin, via email at [lisa.algarin@mms.gov](mailto:lisa.algarin@mms.gov) by 3:00 p.m. Eastern Standard Time on 20 January 2010. Questions after this date and time may not be answered, unless the Government determines it to be beneficial to respond to questions after this date. If questions impact the information in this announcement, responses to questions will be published as a modification to the original synopsis. The due date for submission of the proposals will not be extended.