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**SUPPLEMENTAL SECTION L - INSTRUCTIONS, CONDITIONS,  
AND NOTICES TO OFFERORS**

**SL.1 Proposal Delivery**

All proposal information must be delivered not later than 4:00 p.m. Eastern Time on the dates indicated below, and to the address indicated below. Proposals submitted after the time and date specified for receipt will be considered late in accordance with FAR 15.208(b)(1), "Submission, Modification, Revision, and Withdrawal of Proposals", and may be rejected by the Government.

**Table 1: Proposal Due Date by Volume**

<b>Volume</b>	<b>Due Date</b>
Vol II - Past Performance	2 June 14
Executive Summary Vol I - Technical and Management Vol III - Security Vol VI - Intellectual Property	2 June 14
Vol IV - Cost and Contract Vol V - Basis of Estimate	9 June 14

(a) Hand-Delivered Proposals: Proposals may be hand-delivered. Offerors must call [redacted] (non-secure), or [redacted] (secure), at least 48 hours (two business days) in advance to arrange for drop-off at the ACE facility. Proposals must not be submitted by facsimile.

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(b) Mailed Proposals: Address the outer envelope or wrapping of the offer to the following address:

Acquisition Center of Excellence  
[redacted]  
14660 Lee Road  
Chantilly, VA 20151

Failure to mark the outer cover accordingly could cause the Offeror's proposal to be misdirected and received at the required destination after the stated deadline.

(c) Paper copy must be received to meet the delivery requirements. Delivery of the electronic copy alone does not satisfy delivery of the proposal.

**SL.2 Proposal Instructions**

**SL.2.1 Contracting Approach**

The Government will conduct a competitive acquisition using FAR and NAM procedures to procure the 100 Gigabit per second (100G) Ethernet Encryptor (EE) hardware. The resulting 100G EE Development CLIN will be Cost Plus – Incentive Fee (CP-IF). The Offeror shall also propose a Cost Plus Fixed Fee/Level of Effort Study CLIN. The contract will include a Firm

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Fixed Price (FFP) option for the indefinite delivery / indefinite quantity (IDIQ) production and delivery of a minimum and maximum number of production units per the SOW. Separate CLINs will be used to segregate costs for the contract option and for the Engineering Analysis and Support Task. Travel and other direct costs shall be included in the CLIN with which they are associated (i.e., CLIN 0001 or CLIN 0002).

The 100G EE Engineering Development Models (EDMs) as described in the SOW shall be delivered within eighteen (18) months after contract award.

The Offeror shall price Option 1 for the production and delivery of the maximum quantity   100G EE production units. However, there may be a potential for the Government to exceed the original  unit maximum. The Offeror shall propose exercise dates for Option 1, and shall state any ground rules and assumptions for the exercise-by date or milestone, e.g., long lead item procurement timelines or hardware configuration options. For pricing purposes, the Offeror shall assume that all production units are configured with SR10 pluggable optics. The Offeror shall propose a tiered pricing structure, delivery timeframe and “lot quantities” for production of 100G EE production hardware beyond the minimum number of units. The Government will not authorize start of fabrication prior to the existence of a qualified design, defined as completion of security verification (SV) and design verification (DV) testing.

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Delivery of at least the minimum quantity  of 100G EE IDIQ production units per the SOW shall conclude no later than 24 months after contract award. The Offeror shall incorporate these dates into the overall proposed schedule.

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The milestone dates are no later than dates. The Offeror is encouraged to propose earlier dates if the Offeror perceives acceptable schedule risk when combined with other requirements and factors for award.

**SL.2.2 Contract Line Item Number and Fee Structure**

The contract line item number (CLIN) and fee structure for the period of performance is depicted below. This program will use multiple contract types for specific functions. The Offeror must submit proposals for the base and option periods.

**Table 2: CLIN and Fee Structure**

<i>CLIN</i>	<i>CLIN Title</i>	<i>SOW Reference</i>	<i>Contract/CLIN Type</i>	<i>Period of Performance</i>
0001	100G EE Development	All sections not explicitly referenced below	CPIF	4QFY14-2QFY16
0002	Engineering Analysis and Support Tasks	3.3.5	CPFF-LOE	4QFY14-2QFY16
0003	100G EE Production Indefinite Delivery / Indefinite Quantity (IDIQ) [Option 1]	3.3.6, 4.2.3	FFP	2QFY16-3QFY21
0004	CDRL Documentation	N/A	NSP	4QFY14-2QFY16

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**SL.2.3 Solicitation Requirements, Terms and Conditions**

Offerors are required to meet all solicitation requirements, such as terms and conditions, representations and certifications, and technical requirements, in addition to the identified evaluation criteria factors. Failure to comply may result in the Offeror being eliminated from the competition.

**SL.2.4 Proposal Preparation Instructions**

This section is provided to assist the Offeror in preparing a proposal in response to this solicitation. These instructions are not intended to restrict the Offeror's proposal effort. Offerors are encouraged to submit questions through the ARC Q&A process in the event of inconsistencies found among Section L instructions and any of the RFP documents.

Failure to adhere to any of the labeling, classification marking, packaging, or other general proposal instructions may cause the Government to reject the Offeror's proposal in its entirety.

**SL.2.5 Proposal Contents and Organization**

The proposal volumes, titles, maximum pages, hardcopies required, and other related information are listed below. Each volume must be written on a stand-alone basis, so that its contents can be evaluated with no cross-referencing to other volumes. Information required for proposal evaluation that is not found in its designated volume may result in unfavorable proposal evaluation. Offerors must comply with the submission requirements specified below.

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**Table 3: Proposal Contents and Organization**

Volume	Title	Page Limit	Total Copies
	Executive Summary	3 pages	1 original plus 1 copy
I	Technical and Management Approach Appendix A: Schedule Appendix B: GFE/GFI requirements	60 pages 10 pages 2 pages	1 original plus 5 copies
II	Past Performance	1 page Introduction 4 pages per contract reference	1 original plus 1 copy
III	Security Appendix A: Security Matrix	25 pages	1 original plus 1 copy
IV	Cost and Model Contract	Unlimited	1 original plus 1 copy
V	Basis of Estimate	Unlimited	1 original plus 1 copies
VI	Intellectual Property Summary Tab 1: Data Rights Summary Attachment Tab 2: Assertions List Tab 3: Prior Delivery List Tab 4: Special License List Tab 5: Background Patent List Tab 6: Third Party Patent List	Unlimited	1 original plus 1 copies

**For each volume listed above, Offerors shall submit one original paper copy and one electronic copy with appropriate classification markings.** All other copies must be submitted as numbered, working copies. All working copies will be controlled and destroyed by the Government after contract award.

The format of proposal volumes must correlate directly and sequentially with the instructions contained herein. Offeror responses should be concise. The Government's intent is to obtain brief, specific information on which to evaluate the Offeror.

**SL.2.6 Proposal Format**

To aid in the evaluation, all proposals must follow the same general format. Page limitations on the proposal are described in Table 3, Section SL.2.5. Page limits on revised proposals, if required, will be provided as part of the request for revised proposals letter. All pages submitted by an Offeror in excess of the limitations contained in these instructions will be removed and destroyed by the Contracting Officer. Excess pages will not be considered during evaluation of the proposal.

**SL.2.7 Format**

A page is defined as each face of an 8-1/2 x 11-inch sheet containing information. Foldout pages may be used, and are defined as the face of an 11 x 17-inch sheet containing information. Foldout pages will be counted as two pages of information when computing total page count.

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All information on a page must be provided within an image area of 7 x 9 inches (9 x 15-1/2 inches for foldout pages), except for classification headings, footings, and page numbers. Two pages may be printed on one sheet of paper, with the front and back counted as two pages. All material must be contained within the page limit identified for each volume or appendix, unless otherwise specified. Partial pages count as a full page for page limitation purposes. All pages within a page-limited volume shall be consecutively numbered, starting at page one, and not exceeding the page limitation. The Contracting Officer will remove and destroy without evaluation any pages submitted by Offerors in excess of these limitations.

**SL.2.8 Text**

Proposals must be prepared using the standard 12-point Times New Roman font. Text lines must be single-spaced, and must not exceed 46 lines per column, per page, including headings. Line spacing before and after a heading must be double-spaced. Typesetting, font compression, and other techniques to reduce character size or spacing are not permitted, and will be considered a deliberate attempt to circumvent the page limitations. This also applies to the altering of standard paragraph line spacing. No pen-and-ink changes are allowed. Two-column presentation and use of bold face type for paragraph headings is acceptable.

**SL.2.9 Illustrations and Tables**

Foldouts of charts, tables, or diagrams must not exceed 11 x 17 inches. All information, except for headers and footers, must be provided within an image area of 7 x 9 inches (9 x 15-1/2 inches for foldout pages). Each printed side of a foldout page will count as two pages, and will be numbered accordingly. Figure call-outs (identification and titles) may be single-spaced. The font size for illustrations and tables must be no less than:

- Art: 8-point Arial
- Tables: 8-point Arial
- Titles: 10-point Arial, bold, title case

Charts, tables, and diagrams are for supplemental information only. Including large amounts of narrative within artwork and tables is not permitted. This practice will be considered a deliberate attempt to circumvent the page limitations, and the data will not be considered for evaluation. Color illustrations are permitted.

**SL.2.10 Binding**

Each volume must be separately bound. Each volume must be labeled and numbered sequentially for the required number of copies. The original paper copy will be labeled "Original" Followed by "Copy 1", "Copy 2", etc. The copy and volume numbers must be annotated on the spine, front cover, and title page of each binder. Appropriate security markings must be used.

**SL.2.11 Cost Data**

Cost data must always be included in Cost and Contract Volume. Any pages with cost information contained in volumes other than the Cost and Contract Volume will be removed or redacted by the Contracting Officer without being evaluated.

**UNCLASSIFIED****SL.2.12 Page Count Exceptions**

Each page of the written volumes, including appendices and annexes, will be counted, with the following exceptions: blank pages, title pages, tables of content, tables of illustrations, and appendices that include a list of acronyms, glossary of terms, measurement units, and cross-reference matrices. Pages not in the page count must be numbered with Roman numerals (e.g., iv). Excepted pages must not contain additional or inappropriate information, and if such is found, these pages will be removed and destroyed by the Contracting Officer without being evaluated.

Appendices A-B in Volume I are excluded from the Technical and Management main volume limit.

**SL.2.13 Table of Contents, Cross Reference Matrix, and Glossary**

A table of contents must be incorporated into each volume, and will include a listing of the section titles, subsection titles, paragraph and subparagraph titles. Page numbers for each title must be indicated. A cross-reference matrix for each volume is also required. This matrix must indicate the proposal volume section, subsection, and paragraph, cross-referenced with the appropriate SOW paragraphs, applicable RFP instructions, evaluation criteria, and CDRLs, as applicable. A glossary of acronyms and terms for each volume is required. The use of acronyms without definitions within the proposal volume is acceptable; however, the Offeror must ensure that all acronyms are defined in the glossary for that volume.

These pages will not be included in the page count for any volume and must follow the numbering guidelines established above.

**SL.2.14 Packing Instructions**

Proposal submission must be packed in boxes so that the bound copies will not excessively shift or become unbound during transport. The boxes must be sequentially numbered with the box numbers placed on all sides of each box, and written on all sides of the outside wrapper. Box 1 must include the electronic copy CDs/DVDs, and the master packing list. The master packing list must list the contents (i.e., volume number, copy number, and volume name) of each box, by box number. These packing instructions also apply to all subcontractor submissions.

**SL.2.15 Classification Markings**

All material presented for evaluation by the Government, including electronic media, must be appropriately classified and marked in accordance with NRO security classification guidance. Portion marking will be required for all material presented for evaluation by the Government. Markings on the various sections of this RFP do not impose a corresponding level for the volumes in the Offeror's proposal.

The Offeror will be financially responsible for damages caused by incorrectly classifying or marking classified information that contaminate a Government network.

**UNCLASSIFIED****SL.2.16 Electronic Submission**

This section provides guidance to Offerors on the electronic format and application software to be used for submitting electronic copies of proposals. Use of the software and procedures described in this section reduces the time and effort required by the Government to receive and upload proposals onto the electronic evaluation system, and will help to ensure that proposals can be read on that system. The information regarding electronic products presented below should not be construed as Government endorsement for these particular products. Efforts by the Government to clarify and install electronic proposal submissions in accordance with FAR 15.207(c) will not be considered discussions. In the event of inconsistencies between the hardcopy and softcopy versions of a proposal, **the hardcopy version shall take precedence.**

Electronic submission does not satisfy delivery of the proposal. Paper copies must be received to meet the delivery requirements.

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**SL.2.18 Electronic Media**

Offerors must submit a copy of each proposal on CD-ROM or DVD. There is no limit to the number of disks that may be submitted as long as the page limitations of each proposal volume are met. Separate proposal volumes may be contained on the same disk. Offerors must screen all media for computer viruses prior to submission to the Government. All media must be write-protected but must not be password protected. All media must include the following information on the label:

- Offeror Name
- Releasing Agency and Office
- Name of Effort
- Solicitation Number
- Date of Proposal Submission
- Proposal Volume Number(s) and Name(s)
- Classification Level (Unclassified CDs must be marked "Unclassified")
- Disc Number (e.g., 1 of 3)

Subcontractor media submissions, if provided, must be labeled with the same information listed above, and must also include the name of the prime Offeror.

**UNCLASSIFIED****SL.2.19 File Naming Conventions**

Offerors must name files using standard naming conventions that clearly identify the files. Each file must be stored in a folder that corresponds to the proposal volume it represents. The files within the folder must be named in an unambiguous manner, using plain text language, which facilitates accessing the files for evaluation. Offerors must insert the file name in the header of each document.

**SL.2.20 Links**

The electronic copy of each proposal must contain hyperlinks or cross-references where reference is made to other sections, tables, or figures within that volume. Offerors must highlight the presence of hyperlinks or cross-references through use of different font colors and/or underlining. The table of contents within each volume must contain hyperlinks to facilitate navigation within that proposal volume. The features that are native to Microsoft Office 2007 (or a previous compatible version) applications should be used for this purpose.

Hyperlinks or cross-references must not be used to link items between different volumes. This restriction is necessary because the Government will be placing electronic versions of the volumes on the evaluation servers, causing the previously created hyperlinks between different volumes to be broken.

**SL.2.21 Multimedia**

Offerors must not embed sound or video files into their proposal volumes. The evaluation system does not have the capability to read such files.

**SL.2.22 Graphics**

Graphics that are embedded into volumes should be kept as simple as possible. Complex graphics take much longer for the evaluation system to display, which can impede scrolling through the document. Graphics should comply with the following guidelines:

- Limit colors to 256 colors at 1024 x 768 resolution, and avoid color gradients.
- Simplify the color palette used in creating figures.
- Monitor the size of graphics files; large files are discouraged.

**SL.3 Executive Summary**

The proposal shall include an Executive Summary that presents an overview of the Offeror's proposal. An effective Executive Summary will function as a proposal roadmap, and will help the Government evaluator understand the Offeror's overall approach to satisfying the requirements of the RFP. The Executive Summary should highlight the proposal's most significant strengths and capabilities that make the Offeror qualified to perform the effort. This document may summarize the Offeror's relevant experience, identify proposed key personnel, provide an overview of the proposed design concept, and provide a summary of the proposed transition approach. In addition, the Offeror must explain any unique interpretations, deviations, or exceptions to the compliance documents. No cost information may be included in any part of the Executive Summary.

**UNCLASSIFIED****SL.4 Specific Proposal Volume Instructions****SL.4.1 Volume I – Technical and Management**

This volume must contain the technical and management approach to meeting the requirements of the solicitation. Cross-reference the Technical and Management Volume to the appropriate evaluation criteria, and SOW paragraphs. This Volume should be organized into sections corresponding to the evaluation items described in Section SL.2.5. Within each section, address each evaluation criterion described in Section M with a discussion in sufficient detail to allow assessment of the criterion. No price or cost information may be included in any part of the Technical and Management Volume. Any sections of the Technical and Management Volume containing price/cost information will be removed or redacted by the Contracting Officer.

The Offeror's plans, approach, capabilities, and support tools must be described in order to demonstrate the extent of the Offeror's understanding of the requirements and the soundness of the approach.

The following sub-sections must present the Offeror's technical and management approach to meeting the requirements of the solicitation. Ensure that the Technical and Management Item Evaluation Factors for Award (the Proposal Criteria) are addressed in this section. The Offeror must describe the technical approach and program management approach to accomplish the tasks identified in the SOW. The Offeror's response must contain sufficient detail to enable the Government to assess the Offeror's capabilities to accomplish the requirements of the project.

A significant trade for the vendor to consider in their proposal preparation is the instantiation of the high-speed cryptographic data plane functionality in the 100G EE. As a risk reduction activity prior to a Type-1 development, the US Government developed a Suite-B 100GbE ESS Encryptor [IEEE 802.1AEbw-2013 GCM-AES-XPB-256 mode] prototype. The prototype has been successfully tested in a Government 100GbE test bed using a dual 100GbE IXIA LAVA line card as well as interoperability tested with Brocade MLX-8e 100GbE switches and Ciena 6500 100GbE transport gear. The ESS\_100GbE IP core source code and test environment will be provided separately by the Government under Government Purpose Right data rights to the successful Offeror to this RFP. A detailed ESS\_100GbE Reference Architecture [HDD] is provided in the Contractor Bidder's Library as part of this RFP.

The developer may choose to leverage the ESS\_100GbE IP core or propose an alternative solution as long as it meets the requirements of the solicitation. If the developer chooses to use the ESS\_100GbE IP core as GFI, the developer must provide key management functions and Fail-Safe/Type-1 functions, etc., that have not been implemented in the core. A developer who chooses to leverage the ESS\_100GbE IP core accepts full responsibility for NSA certification of all firmware.

The technical and management section will include the following:

**SL.4.1.1 Design Approach**

This section of Volume I shall contain the Offeror's understanding of the Government's overall

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objective, vision and goals as well as the technical work plan toward meeting the requirements of the Government SOW, 100G EE SPEC and NSA Security Requirements. The Offeror shall describe the proposed overall design concept and implementation approach for the 100G EE. The Offeror shall present a logical, best practice-based design methodology that will meet the stated objectives.

The Offeror shall describe their proposed 100G EE data, management and control plane architecture and associated implementation approach (i.e. verification, quality) proposed for this effort. The Offeror shall describe the proposed data plane micro-architecture in sufficient detail to allow evaluation of the data plane trade (use of GFI vs Offeror developed/acquired) and demonstrate the Offeror's understanding of the functional requirements. The Offeror shall describe the proposed approach to support pluggable optics. The Offeror shall describe the control plane architecture including an approach for MACsec Key Agreement Protocol (MKA) implementation and EAP over LAN (EAPOL) messaging to satisfy the Pre-Place Key management Increment 1 requirements. The Offeror shall describe an overall management approach/CONOPs for unit configuration, operation and remote management, including the approach to implement the 100G EE Manager software functionality separately. The Offeror shall highlight the use of internally developed or 3<sup>rd</sup> party Intellectual Property (IP) RTL or software component reuse and describe any proposed modifications. Describe the overarching proposed unit fail-safe design approach consistent with NSA policy.

The Offeror shall describe the proposed design approach for high-speed circuit board and logic design elements. The approach shall describe any relevant proposed design techniques/tools and signal/power integrity analysis to result in a quality board design. Additionally, if the Offeror proposes an independent high-speed data plane implementation describe the approach (i.e. analysis, test circuit development, emulation) to ensure the logic core will meet the required Mpps rates. This description should also identify risks of the proposed design, and include appropriate baseline risk reduction prototyping methodologies.

The Offeror shall describe the proposed work plan for the development, integration and verification approach of programmable logic, software component and test benches. Describe how the approach utilizes relevant industry best practices (e.g. SystemC TLM 2.0, OVM/UVM/VMM, emulation, etc) to achieve functional coverage verification.

The Offeror shall describe their approach toward analysis and incorporation of the Telcordia Physical Protection and EMC requirements.

The Offeror shall present an architecture and implementation approach for achieving full ESS 1.0 functionality through firmware and software only upgrades. Provide an analysis to demonstrate the unit will have sufficient trusted spare resources (i.e. FPGA LUTs, microprocessor cycles, memory) for a future upgrade.

The Offeror shall describe the proposed data rights for data and software developed under the proposed effort. Describe how the proposed data rights satisfy the Government's requirements in the SOW and Attachment 8, Summary of CDRL Data Rights".

**SL.4.1.2 Reliability, Availability and Maintainability (RAM)**

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This section of Volume I shall demonstrate the Offeror's understanding of the various RAM requirements in the SOW and 100G EE SPEC, and should present the Offeror's RAM processes for producing reliable hardware that will operate as designed in the intended environment.

The Offeror shall describe the proposed approach (i.e. redundancy, hot swappable components, material control) to ensure high reliability and high availability consistent with the 100G EE SPEC.

The Offeror shall present a maintainability approach that enables timely troubleshooting, repair, patching, and firmware and software upgrades.

**SL.4.1.3 Capabilities and Experience**

This section of Volume I shall describe how specific capabilities and experience of the Offeror and their team demonstrate their ability to perform the technical tasks specified in the SOW.

The Offeror shall demonstrate their existing capabilities and methodologies for developing high assurance security appliances of similar complexity to the proposed effort. The Offeror shall describe their capabilities for integrating existing software and firmware libraries, internally-developed or 3rd party intellectual property (IP) to achieve cost-effective developments.

The Offeror shall describe their experience with, and methodology for, achieving NSA high-assurance certification of end cryptographic units. This section should describe how the Offeror will leverage this experience to fulfill the requirements of this RFP.

**SL.4.1.4 Program Management**

This section of Volume I shall contain the Offeror's approach for managing the contract to ensure that all in-scope tasks are accomplished successfully and within the proposed schedule and budget. It shall include the proposed management approach for ensuring product quality through management consistency, continuity, and planning activities, which demonstrate capabilities of the Offeror's organization. This section shall include the following:

The Offeror shall describe their program management approach to ensure effective use of personnel and resources to accomplish the requirements of this RFP. The Offeror should provide succinct descriptions of the management structure, processes (including security), and procedures to be used to plan, monitor, control, and deliver required services, and report technical and financial status.

The Offeror shall provide a detailed and logical program schedule in Work Breakdown Structure (WBS) format for the project that addresses all SOW requirements and identifies critical interdependencies. The Offeror shall provide sufficient details in the proposed schedule to substantiate proposed hardware deliverable dates. The schedule shall be provided as **Appendix A** to Volume I. The schedule shall identify the corporate division or subcontractor and location

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where the proposed tasks will be performed. If the Offeror identifies a requirement for new secure facilities to execute the proposed work, the schedule shall include the projected tasks for facility setup and accreditation. The Offeror shall identify the critical path.

The Offeror shall describe a risk management approach to proactively and collaboratively manage risk (both threats and opportunities), considering the Government as a partner in the process, for the duration of the program. This section should describe the process for risk identification, analysis, mitigation and tracking to ensure retirement of documented program risks. The Offeror shall provide an initial risk register with all risks identified for the proposed effort with probability greater than or equal to medium, and impact greater than or equal to than medium. The register shall list as a minimum the risk (threat or opportunity) event, probability, impact, risk response (mitigation) and contingency plan (if appropriate). The Offeror shall provide a proposed risk burn down plan with milestones to show how and where key risks will be retired over the course of the program.

**SL.4.1.5 Appendix B: GFE/GFI Requirements**

The Offeror shall complete a Government Furnished Equipment/Government Furnished Information (GFE/GFI) requirement list using the provided GFE/GFI table template (Attachment C to this Section L), and submit it as Appendix B to the Technical/Management Volume. The Offeror shall clearly state all equipment, information or other critical Government security approvals required as part of the proposed effort. The Offeror shall identify reasonable need dates for the GFE/GFI using a contract Authority to Proceed (ATP) plus a certain number of months or major program milestones. The provided template lists requirements of which the Government is currently aware. The Offeror shall amend the list or include additional items so the Government may assess the reasonableness of the proposed requirement and the ability of the Government to be responsive to the requirement.

**SL.4.2 Volume II – Past Performance**

In this volume, the Offeror must provide evidence of successful past performance on contracts of similar technical scope, size, and complexity. Offerors will submit the Past Performance Volume no later than the date and time specified in Section SL.1. If no relevant past or present performance information exists, notify the Contracting Officer in writing that no relevant past or present performance information exists by the date specified in Section SL.1.

The Offeror must ensure that all aspects of the Past Performance Evaluation Factors for Award pertaining to the Offeror's relevant past performance (i.e., Section M 2.0 and its subparagraphs) are addressed in this volume. Past performance description must reference SOW paragraphs that are relevant to this solicitation. The Offeror is responsible for ensuring that all information provided in the Past Performance Volume is current, accurate, complete, and properly classified. Current data regarding points of contact for the proposed relevant contracts is particularly important.

Offerors may provide a one page introduction to the Past Performance Volume.

Past performance is defined to include the Offeror's performance on relevant completed and/or current contracts. Offeror-supplied information and other useful and relevant information collected by the Government will be used and assessed as risk against which the Offerors' past

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performance will be compared to assure best value to the Government. The Government may verify information supplied by the Offeror, so the Offeror must provide information which can be verified by the Government. The Government will focus on information that demonstrates quality of performance relative to the technical scope, size, and complexity of this program. It should be noted that customer domain knowledge is not a major consideration. Specific submission instructions are provided in the following sub-sections.

**SL.4.2.1 Relevant Contracts**

Submit information on the two most relevant contracts (current or completed) by the Offeror during the past five years. Any prime contracts or subcontracts performed by an Offeror or its subcontractors may be proposed, provided the work performed is relevant. Contracts will be considered relevant if they were of similar technical scope, size, and complexity to this acquisition. Bear in mind that relevant contracts must show a demonstration of the team's abilities to successfully perform contracts of similar technical scope, size, and complexity to this acquisition. Experience in the specific area of gigabit/sec hardware development and NSA high assurance certification is an important consideration in determining contract relevance.

The contract listing must be presented in descending order of relevancy (i.e., the most relevant contract listed first). If the Offeror chooses not to team, the total number of relevant contracts submitted must not exceed two. If the Offeror chooses to team, only one contract for each teaming member performing at least 20% of the work must be provided. The prime contractor must provide an approximate percentage breakdown based on dollar contribution to the past relevant contracts and to the current program by team members in the front of the Past Performance Volume, if applicable. If the teaming member has no relevant past performance, then the Offeror must state this in its Past Performance volume. This page will be an exception to the page count limit.

For all contracts listed, Offerors must provide the following information, not to exceed four pages for each contract:

- Company/Division Name;
- Program Title;
- Customer Contracting Agency/Company;
- Contract Number;
- Brief Description of the Contract Effort;
- Type of Contract (e.g., fixed-price, price/cost-plus);
- Date of Award and Period of Performance;
- Original Contract Value and Current Value;
- Fee Structure (Amount awarded vs. amount available for award, with an explanation for any differences in the amounts);
- Original Completion Date and Current Completion Date;
- Name, Address, and Telephone Number of the Current Government Program Director/Manager, COTR/COR, Administrative Contracting Officer (ACO), and Procuring Contracting Officer (PCO) for Government contracts; or Name, Address, and Telephone Number of Customer Program Manager and Business Administrator;
- The Name, Addresses, and Telephone Numbers of the Current Manager of the Organization Operating or Using the Product Developed in the Contract Effort (for prime contracts only);

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- Summary of Major Achievements, Successes, Innovations, and Awards Accomplished During Contract Performance, and Any Major Problems/Challenges Encountered and Corrective Actions Taken to Resolve Them During the Period of Performance; and
- Address Management Performance, Interaction with the Customer and Other Organizations, and Delivery on Schedule/Key Personnel Commitments as Applicable to Each Contract and/or Subcontract.

**SL.4.2.2 Past Performance Questionnaire Responsibilities**

The Offeror must forward the Past Performance Questionnaire (RFP Section L Attachment A) to each contract point of contact identified in the Relevant Contracts section (paragraph SL.4.2.1). Customer completed questionnaires are due at the same time as the rest of the Past Performance Volume, as specified in Section SL.1. Upon distribution of the questionnaires, the Offeror must fax a list of the names and telephone numbers of the recipients to the Contracting Officer using the following fax numbers: unclassified fax number  or secure fax number

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The Offeror should monitor the completion of the questionnaires, and make every effort to ensure that at least two points of contact per contract submit completed questionnaires by the submission deadline for the Past Performance Volume.

**SL.4.3 Volume III - Security**

This volume must describe the Offeror's ability and approach to comply with the security requirements of this program. It should contain the Offeror's security approach, the clearances of proposed personnel, and SCIF accreditation documentation.

**SL.4.3.1 Security Approach**

Describe the approach to executing a security program compliant with NRO security policies, procedures, and directives, to include all automated information systems security requirements. The Offeror's security approach must identify, at a minimum, the following:

- Security Officer for this program;
- Security management structure and/or organization;
- Process for pre-screening individuals for clearances;
- Security training, education, and re-indoctrination programs;
- Information Systems Security Officer and/or Staff;
- How the prime will manage security cognizance over the subcontractors (if applicable);
- Subcontractor security officers for this program (if applicable);
- Proposed security communications method(s) including delivery of classified CDRLs;
- Past experience writing Intelligence Community Directive (ICD) 503, "Intelligence Community Information Technology Systems Security Risk Management, Certification, and Accreditation" compliant security plans, and processing plans through the NRO Certification and Accreditation Process;
- How the Security Office monitors changes in NRO security rules, regulations, and policy;

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- Compliance with Disclosure of Ownership or Control by a Foreign Government clause, **to include submission of a current SF 328, “Certificate Pertaining to Foreign Interests”** and;
- Compliance with the DD Form 254, “Contract Security Classification Specification,” **to include submission of completed DD Form 254.**

**SL4.3.2 Personnel Clearances**

The Offeror must describe their approach for satisfying all of the requirements of this solicitation relating to personnel clearances, including compliance with program security requirements. The Government will require that selected contractor personnel receive clearances for selected compartmented programs requiring special access.

Crossing over another US Government Agency's clearance and SCI accesses shall be considered on a case-by-case basis after verification that the individual meets the standards established in ICD 704, “Personnel Security Standards and Procedures Governing Eligibility for Access to Sensitive Compartmented Information and other Controlled Access Program Information.”

For each employee proposed, the Offeror must indicate whether the employee is cleared for the required security level according to ICD 704 (refer to DD Form 254 for level of security required), and will be available for work in accordance with the proposed transition plan. Provide each employee's social security number and date of last Single Scope Background Investigation (SSBI). Offerors shall use the format provided in the Security Matrix Template (RFP Section L Attachment B) for presentation of this information.

The Offeror shall ensure that at least 50 percent of proposed base contract personnel that require clearances are cleared DOD SECRET and available to work at contract start. For each employee proposed, the Offeror must provide a matrix to indicate: whether the employee is currently cleared for the required security level; provide each employee's social security number; date of last background investigation and the name of the agency sponsoring the clearance. No interim clearances will be approved for work on classified aspects of the program.

**SL4.3.3 Closed Area Facilities**

The Offeror shall identify the proposed location for performing any classified efforts for this program. The Offeror must provide the complete address of the facility and indicate whether the Closed Area is accredited or is accreditable under DSS NISPOM requirements. The Offeror shall provide a copy of the Closed Area accreditation letter(s) for prime and subcontractor locations, as applicable. If the Closed Area is not currently accredited the Offeror must describe a reasonable timeline to achieve accreditation that does not impact key program milestones. If the Closed Area is a space that will be co-use or joint use, a memo or a copy of an e-mail stating that the co-use/joint use has been discussed and approved with the Agency or group who has authority over the space.

**SL.4.4 Volume IV – Cost and Model Contract**

Offerors must submit the Cost and Model Contract Volume as described herein. Provide only the information requested. Proper presentation, organization, and clarity, as well as adequate supporting documentation, must be provided to facilitate Government evaluation of the proposal.

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All cost and manpower information must be consistent with the proposal information in the non-cost volumes.

All cost and manpower summary information must be consistent with, and traceable to, lower levels of cost and labor hour detail contained within the proposal. Narratives must be provided for each type of summary, indicating which detailed cost or labor hour data supports the given summary. The specific location(s) of the supporting data (i.e., volume and section numbers) within the cost proposal must be identified.

All cost and labor hour tabulations must include totals and subtotals, as appropriate.

All summaries must be complete (e.g., they must contain in-house, including interdivisional and subcontracted efforts, and other costs, as appropriate).

Show future amounts in then-year dollars.

The Offeror's proposed costs will be subject to evaluation for reasonableness and completeness. No advantage will accrue to an Offeror who proposes to perform work for an unrealistically low cost. Offerors are cautioned that unrealistically low estimates may be grounds for eliminating a proposal from competition on the basis that the Offeror does not understand the requirement. The burden of demonstrating cost credibility lies with the Offeror. Information in the Cost and Contract Volume that pertains to other volumes will not be evaluated.

The Offeror's cost proposal, and any interdivisional, subcontractor, or team member proposals, must adhere to the provisions of this Volume. Subcontractors or team members may submit their proposals directly to the Government to avoid providing proprietary pricing information to the prime contractor. Subcontract and interdivisional proposals must be included for each subcontract and interdivisional agreement, and indicate the type of contract, tier level, and assumptions in the subcontract or agreement.

The Government will use Microsoft Office 2007 Excel for evaluation and analysis of the cost section of the Cost and Contract Volume. The Excel spreadsheets submitted with the proposal must contain active formulas that enable evaluators to trace price development from hours, rates, and dollars input to the bottom-line price, including calculations of burdens and fee. Simply typing numbers or pasting values into Excel will not be accepted.

The Offeror's Cost and Contract Volume must be organized as described below.

**SL.4.4.1 Cover Letter**

The cover letter must include the following information and be signed by an official authorized to legally bind the Offeror:

- Information required by FAR 52.215-1, "Instructions to Offerors-Competitive Acquisitions." For the purpose of providing this information, the cover letter is not considered the first page of the proposal as stated in FAR 52.215-1.
- The names, titles, and telephone numbers of persons to be contacted for clarification or questions regarding this proposal. List no more than two people.
- The names, titles, and telephone numbers of the company point of contact and an alternate to be contacted regarding source selection decisions.

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- A statement that the proposal is firm for a period of not less than 180 days from the proposal due date.
- Any exceptions taken to the terms and conditions or RFP must be identified and justified. Offerors should add, at the end of each exception, as appropriate, a statement substantially as follows: "This offer (is/is not) contingent upon acceptance of the exception or deviation to the \_\_\_\_\_ cited above."
- A statement that administrative changes by the Government to the awarded Contract are acceptable and will not invalidate the offer.

**SL.4.4.2 Contract Cost Proposal**

This section must contain a summary of labor hours and other information supporting the proposed costs. The following types of information are specifically required in this summary:

- Proposed costs and fee expenditures broken out by month over the contract period of performance, to include the base year by CLIN and all options by CLIN.
- A listing of all key ground rules and assumptions having significant impact on proposed costs. This includes resources required of the Government (e.g., Government-furnished equipment and property, including estimated costs if required for Offeror’s technical approach); and key technical and management requirements driving cost, whether imposed by the Government or self-imposed by the Offeror (e.g., security).
- A summary table listing company labor categories and definitions of those categories in terms of education and experience requirements for the prime and subcontractors.
- Offerors shall use the format provided in the Cost Reimbursement Matrix Template (RFP Section L Attachment D) for presentation of the cost information. The instructions for information to be captured in the matrix are contained within the template itself.
- A summary table listing all indirect rates used in the proposal for each year of the acquisition.

Offerors must submit the cost summary in accordance with Table 4 below, and include the listed data in total and for each CLIN by Government fiscal year (FY).

**Table 4: Cost Summary**

<b>Cost Element</b>	<b>[FY]</b>	<b>[FY]</b>	<b>[FY]</b>	<b>[FY]</b>	<b>[FY]</b>	<b>Total</b>
Total Hours (By Labor Category)						
FTE (By Labor Category)						
Direct Labor \$ (By Labor Category)						
Indirect Costs (By Indirect Pool)						
Subcontracts (List separately)						
Interdivisional (List separately)						

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<b>Cost Element</b>	<b>[FY]</b>	<b>[FY]</b>	<b>[FY]</b>	<b>[FY]</b>	<b>[FY]</b>	<b>Total</b>
Travel						
Material and Other Direct Costs						
G and A						
Cost Basis for Fee						
Cost of Money						
Total Cost						
Incentive Fee Pool (\$)						
Total Estimated Cost & Fee						

Additional cost elements should be included in the summaries if necessary to reflect the Offeror’s cost accounting structure. Proposed profit percentages must be broken out by cost element and be included as necessary to reflect the Offeror’s structure.

**SL.4.4.3 Direct Labor**

This section must include a table of all direct labor rates proposed by contractor fiscal year, identify the source of the rate (e.g., forward pricing rate proposal (FPRP), forward pricing rate recommendation (FPRR) or forward pricing rate agreement (FPRA)), and provide the date of the source. Submit a copy of the FPRA letter. Absent an FPRA, the Offeror must provide actual and/or historical (4 years prior) direct labor rate information. Any significant differences should be explained.

If other than standard bidding rates are used (e.g., composite or actual rates), include a detailed explanation of why, and an appropriate means for verification of the proposed rates, including how the rates were calculated and a mapping of the proposed labor rates to the Offeror’s forward pricing rates.

Direct labor escalation factors and their basis must be disclosed, and a sample calculation provided demonstrating application of the factor to direct labor.

Offerors must disclose whether any portion of the direct labor rates are attributable to uncompensated overtime. Shift differentials and overtime premiums, if applicable, must be identified separately and justified.

**SL.4.4.4 Indirect Rates and Factors**

This section must include a table of all indirect rates and factors proposed by contractor fiscal year, identify the source of the rates (e.g., FPRP, FPRR or FPRA), and provide the date of the source. Submit a copy of the FPRA letter. Absent an FPRA, the Offeror must provide actual and/or historical (4 years prior) indirect rate information. Any significant differences should be explained.

If proposing facilities capital cost of money, the Offeror must provide a fully executed DD Form 1861.

If other than standard bidding rates are used, the Offeror must include a detailed explanation of why, and provide mapping of the proposed rates to its standard bidding rates.

**UNCLASSIFIED****SL.4.4.5 Subcontracting**

Any interdivisional, subcontractor, or team member proposals must adhere to the provisions of this volume. Subcontractors or team members may submit their proposals directly to the Government to avoid providing proprietary pricing information to the prime. The Cost and Contract Volume must include a summary of the proposed subcontracts and interdivisional transfers identified by CLIN and option(s) showing:

- The contractor/supplier;
- Description of the item and/or services;
- Type of contract and date of definitization (if applicable);
- Value;
- Engineering estimates;
- Hours by associated task;
- Copy of the subcontractor's cost proposal or interdivisional transfer (if applicable);
- Summary of performance, schedule, and/or cost incentives contemplated for the subcontractors; and
- Summary of Offeror's cost or price adjustment to amounts in the subcontractor's proposal.

**SL.4.4.6 Other Direct Costs (ODC) and Travel**

Contractor travel and allowable expenses must comply with the Joint Federal Travel Regulations (JFTR). The Government will not reimburse travel expenses or travel time for travel to and from the contractor's assigned locations. The Government will reimburse all reasonable travel-related expenses and Government-directed travel as an other direct cost on a cost-reimbursable, no fee basis at a value of \$TBD per year. For proposal preparation purposes, this amount is prior to any burdens.

**SL.4.4.7 Materials**

This section of the cost proposal must include a summary of the proposed material and other direct costs broken down by month at the cost account level in the WBS, and identified by CLIN showing:

- Description of items and/or services, and identification of the supplier(s), if known;
- Quantity;
- Unit price;
- Basis of price (e.g., catalog price, GSA Schedule); and
- Total Price.

A summary must be included which contains material cost subtotals and identifies indirect cost rates applied to materials at the cost account level in the WBS.

**SL.4.4.8 Deviations from Normal Bidding Practices**

Any deviation from normal bidding practices must be fully explained and supported. Any accounting changes, management challenges, cost sharing arrangements, rate caps, or other

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competitive feature without detailed explanation and proposed language to be incorporated into any resultant contract will not be considered. This also applies to any subcontractor or interdivisional transfer.

**SL.4.4.9 Model Contract Information**

This section must include the following:

- Standard Form 33, "Solicitation, Offeror, and Award," with blocks 12 through 18 completed by the Offeror;
- Section B, "Supplies or Services and Prices/Costs," with the Offeror's proposed contract line item prices/costs inserted in the appropriate spaces; and
- Section K, "Representations, Certifications, and Other Statements of Offerors," completed by the Offeror.

Upon notification of award, the successful Offeror will provide a model contract with Sections A through K, fully completed, as applicable, to the Contracting Officer.

**SL.4.5 Volume V – Basis of Estimate (BOE)**

There is no page limit for the Basis of Estimate (BOE) Volume. However, the Offeror must provide only the information requested in an MS Office compatible format (not pdf). Information in the BOE Volume that pertains to other volumes will not be evaluated. The BOE Volume will be used by non-cost evaluation panels for reference; therefore, the basis of estimate must not include actual rates or detailed cost data. That information must only be included in the Cost and Contract Volume for the cost evaluation.

BOE Volume shall include a summary that reconciles the hours proposed in the BOEs to those in the total cost summary. All labor hour tabulations shall include totals and subtotals, as appropriate. The BOE Volume shall provide a summary section of the WBS tasks and labor category/hours for each CLIN.

The following information shall be provided for each direct labor hour estimate, including subcontractors, in the BOE:

- WBS number and title or SOW task;
- Description of the task to be performed;
- The start and end dates for the effort (to the nearest month) and a description of how the level-of-effort is distributed within this period (e.g., two technicians for the first three months, then increasing to four);
- The labor category or skill mix to be used for the task;
- Rationale and data supporting the realism of the estimated hours; and
- Other direct charges to the WBS element (e.g., computer time and materials).

If estimated hours for a task are based on either actual hours from other analogous Offeror contracts or internally-funded projects, supply the support information listed below. Multiple contracts and/or projects enhance credibility of the estimate.

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- Unambiguous identification of the contract or project, by name and vehicle number, if applicable (e.g., SUNSAT 3);
- Actual hours expended for the task;
- Adjustment factors applied to the actual hours, including magnitude-related, scope-related, and difficulty-related factors, as appropriate;
- Resulting proposed hours; and
- Rationale supporting:
  - Applicability of the contract or project selected as the starting point; and
  - Particular adjustment factor(s) used.

If actual hours are not available, estimates based on judgment should be supported by:

- Description and schedule of work to be accomplished;
- Quantity of work (e.g., number of drawings);
- Skill levels by time (work force loading);
- Special conditions, if any;
- Logic supporting estimated hours; and
- Qualifications of person(s) making the judgment(s).

The Offeror must provide a listing of key ground rules and assumptions having significant impact on proposed amounts, including areas such as go-ahead approval dates and delivery schedules; availability of information, hardware, software, facilities, and other resources required of the Government; technical performance parameters; design and development constraints, whether imposed by the Government or self-imposed by the Offeror (e.g., security); and assumptions for key rates and factors. The Offeror also must describe, in general, how each ground rule or assumption has impacted the proposed amount, and must identify those that have resulted in increased amounts.

The Offeror shall include a dictionary of the labor categories proposed and shall clearly and completely define all labor categories proposed in terms of education and relevant experience.

Descriptions of tasks and technical approaches contained within the basis of estimate must be consistent with those included in other portions of the proposal. The Offeror must provide descriptions that are consistent with those contained in subcontract proposals; any differences or discrepancies between the two must be identified, described, and resolved.

#### **SL.4.6 Volume VI – Intellectual Property Summary**

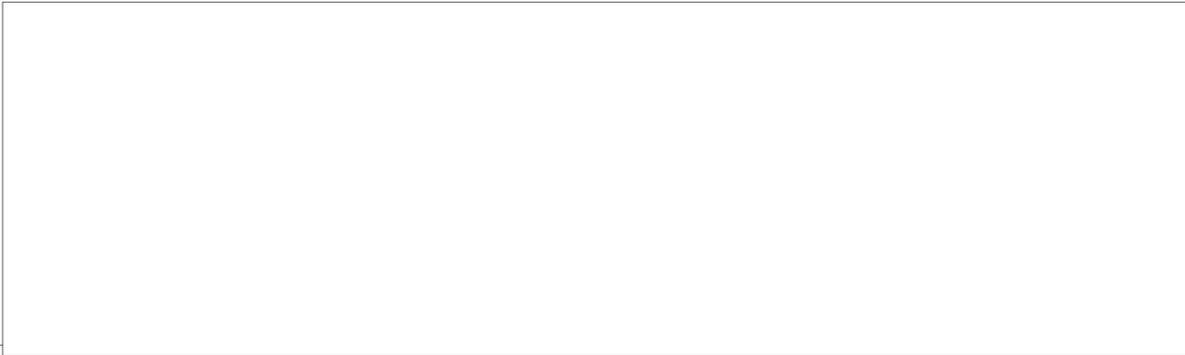
(U) This volume must describe the Offeror's ability to comply with the Government's assertion of rights regarding technical data and computer software as outlined RFP Attachment #8. This volume should be organized into sections (tabs) corresponding to those shown in Section L.2.5, Table 3. No price or cost information may be included in any part of the Intellectual Property Summary Volume. Any sections of the Intellectual Property Summary containing price/cost information will be removed or redacted by the Contracting Officer.

(U) The Government has determined its minimum needs for this acquisition include:

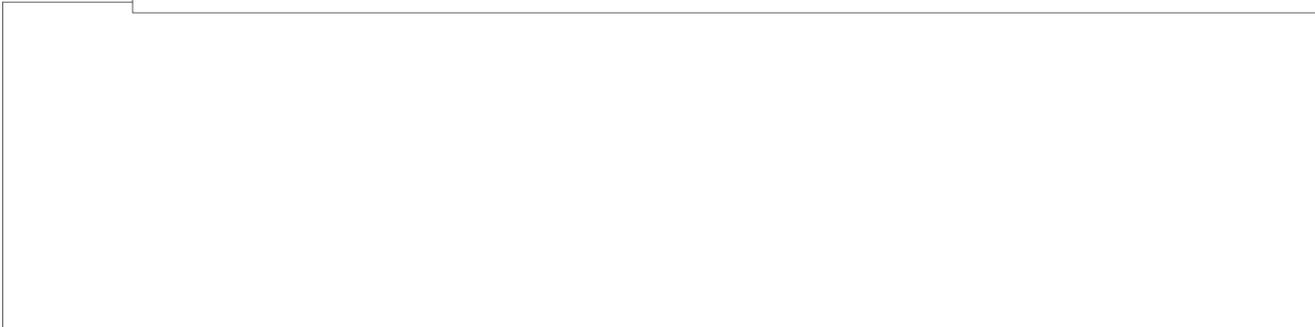
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- 1) Consistent with statutorily-defined categories in 10 U.S.C. Unlimited Rights (consistent with statutorily-defined categories in 10 U.S.C. 2320(a)(2)(F)(i)(I)), to all noncommercial technical data and computer software listed in RFP Attachment #8, Table 1 where the word "Unlimited" is stated in column 4 of the row associated with that item of technical data or computer software;
- 2) Unlimited Rights or Government Purpose Rights (GPR) to all remaining noncommercial technical data and computer software listed in RFP Attachment #8, Table 1 where the phrase "Unlimited or GPR" is stated in column 4 of the row associated with that item of technical data or computer software;

3)



(b)(3)



Those data items marked "N/A" are not required to meet the minimum data rights requirements as established in the RFP and may be delivered marked as the Offeror deems appropriate.

(U) The Offeror shall complete Volume VI in accordance with the instructions for each tab.

**SL.4.6.1 (U) Tab 1: Data Rights Summary Attachment**

(U) RFP Attachment #8, Table 1 identifies the Government's rights concerning all 100G EE non-commercial development, production, and sustainment technical data; computer software; and computer software documentation applied or created during performance of this contract and delivered to the Government. RFP Attachment #8, Table 2 pertains to the Government's rights concerning all commercial technical data, computer software, and computer software documentation delivered to the Government under this contract.

(U) The Offeror must complete RFP Attachment #8, Table 1 in the following manner:

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- Insert the appropriate CLIN reference(s) in Column 3 that corresponds to the effort required to deliver the specific CDRL item
- With regard to the items of Technical Data, Computer Software, and Computer Software Documentation associated with cells in Column 5, insert either “Limited,” (for Technical Data or Computer Software Documentation), “Restricted” (for Computer Software), “Government Purpose” (For either Technical Data, Computer Software, or Computer Software Documentation), or “Unlimited” (Technical Data, Computer Software, and Computer Software Documentation). If the Offeror's asserted rights differ than the rights asserted by the Government, the Offeror shall annotate the respective cell and provide explanation for the difference in Column 6
- If a CDRL will require delivery of multiple categories of data (Technical Data and/or Computer Software) the Offeror shall propose one level of data rights for each of those CDRLS and all of its components. If this is not possible, the Offeror shall annotate the respective cell, indicate the proposed rights in Column 5, and the explanation for their applicability in the Column 6

(U) The Offeror must complete RFP Attachment #8, Table 2 in the following manner:

- Fill in all columns of the table identifying all commercial technical data, commercial computer software, and commercial computer software documentation licenses that are necessary to perform the requirements of the SOW
- If various technical data/software applications are required to generate a CDRL, each technical data/software application must be listed on a separate row in the table
- All licenses must be included as part of this volume as an addendum

(U) The Government shall be entitled to a perpetual license for all commercial technical data, computer software, and computer software documentation listed by the Offeror in RFP Attachment #8, Table 2. In addition, the Government shall have all rights as set forth in FAR 52.227-019 and [redacted] If the Offeror disagrees with the Government's assertion, the Offeror shall annotate the respective cell and provide explanation in Column 6.

(U) The Government shall have the right to use, modify, reproduce, release, perform, display, or disclose that commercial computer software and computer software documentation, in whole or in part, within the Government. [redacted]

(b)(3)

(U) Any license associated with any technical data, computer software, or computer software documentation delivered under the CLINs of the contract shall transfer upon delivery of that CDRL or CLIN to the Government.

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(U) If any of the technical data or computer software listed by the Offeror in RFP Attachment #8, Table 2 is changed during the life of the contract (e.g., updates software maintenance patches, version changes, new releases, substitutions) the Contractor shall deliver the rights to the changed technical data or computer software at no additional cost to the U.S. Government listed in Table 2.

**SL.4.6.2 (U) Tab 2: Assertions List (Technical Data/Computer Software/Computer Software Documentation) (TD/CS/CSD)**

(U) The Offeror shall attach to its offer a list identifying all noncommercial TD, CS, and CSD that it asserts should be delivered with other than Unlimited Rights. The Offeror must use RFP Attachment #8, Table 3 as the template for this list.

(b)(3)

**SL.4.6.3 (U) Tab 3: Prior Delivery List (TD/CS/CSD)**

(U) The Offeror shall attach to its offer a list identifying all noncommercial TD, CS, and CSD that it intends to deliver with other than Unlimited Rights and that are identical or substantially similar to TD, CS, or CSD that the Offeror has delivered to, or is obligated to deliver to, the Government under **any contract or subcontract**. The Offeror must use RFP Attachment #8, Table 4 as the template for this list.

(b)(3)

**SL.4.6.4 (U) Tab 4: Special License List (TD/CS/CSD)**

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**SL.4.6.5 (U) Tab 5: Background Patent List**

(U) The Offeror shall attach to its offer a list, entitled “Background Patent List”, providing information concerning all background inventions. The Offeror must use RFP Attachment #8, Table 6 as the template for this list. Patents are discussed in FAR 52.227-011 and

(b)(3)



**SL.4.6.6 (U) Tab 6: Third Party Patent List**

(U) The Offeror shall attach to its offer a list, entitled “Third Party Patent List Identification and Licensing”, providing information concerning all third-party patent rights for which it intends to pay royalties and the amount of the royalties in order to perform under the contract. The Offeror must use RFP Attachment #8, Table 7 as the template for this list. **Unclear or “summary level” descriptions of third party patents are not acceptable and may render the Offeror non-responsive.** If there is no information to be included in the Third Party Patent List, the Offeror shall submit the list and enter “None” as the body of the list in Tab 6. If the Offeror is awarded a contract, the Third Party Patent List shall be attached to the contract.

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**Attachment A**

**Transmittal Letter to Accompany Performance Questionnaire  
TO BE COMPLETED BY OFFEROR**

MEMORANDUM FOR: [Point of Contact]

FROM: [Offeror's Address and Point of Contact]

SUBJECT: Present/Past Performance Questionnaire for Contract(s) [\_\_\_\_\_]

1. (~~U//FOUO~~) We are currently responding to the 100G Ethernet Encryptor program Request for Proposal (RFP) NRO000-14-R-0099. This RFP specifically requires that we, as an Offeror, send out and track the completion of the Past Performance Questionnaire to each of our points of contact (POCs).

2. We have identified the subject contract(s) as relevant to this acquisition, and you have been identified as our POC. As such, please take a few moments of your time to fill out the attached questionnaire and return it directly to the person indicated below. The information contained in the completed questionnaire is considered source selection sensitive and cannot be released to us, the offeror. If you have any questions about the acquisition or the attached questionnaire, your questions must be directed back to the Government's point of contact identified below

[\_\_\_\_\_] classified) or [\_\_\_\_\_] unclassified).

(b)(3)

3. Please submit the completed questionnaire directly to the Government no later than Noon Eastern Time 12 May 2014. You may FAX it directly to:

Acquisition Center of Excellence-Chantilly

Attn: [\_\_\_\_\_]

Unclassified fax number [\_\_\_\_\_]

Secure fax number [\_\_\_\_\_]

For confirmation of transmission, the Government POCs may page [\_\_\_\_\_] at

[\_\_\_\_\_]

(b)(3)

Please classify your submission as appropriate.

Thank you for your timely assistance.

Sincerely,

[Offeror's Point of Contact]

Attachments:

CO's Past Performance Questionnaire Cover Letter

Past Performance Questionnaire

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10 April 2014

MEMORANDUM FOR BIDDER'S CLIENTS

From [redacted] Contracting Officer

(b)(3)

Subject: Past Performance Customer Survey for the 100G EE RFP NRO000-14-R-0099

(U) The National Reconnaissance Office (NRO) is conducting a source selection that requires evaluation of each Offeror's past performance on relevant contracts as part of the proposal evaluation. You have been identified by an Offeror as a past performance reference for the 100G Ethernet Encryptor program.

The enclosed questionnaire covers our areas of interest. We have also included a rating scale. We have tried to keep the questionnaire as brief as possible and ask that you rate the Offeror using our numeric scale and include amplifying comments as appropriate. **We are on an aggressive schedule and ask that you return this questionnaire no later than 4:00 p.m. Eastern Time on 2 June 2014.**

When providing your response, please note that:

- Handwritten submissions are acceptable;
- Security classification markings are required;
- Your response will be treated as source selection sensitive.

Fax your completed questionnaire to:

[redacted]

If you have any procedural questions, please page [redacted]

(b)(3)

The NRO is an acquisition organization. I know you recognize the importance of these questionnaires. Your prompt response is critical to this source selection. Thank you for prioritizing this request and providing a timely response.

[redacted]

Contracting Officer

Attachments:  
Past Performance Questionnaire

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**Past Performance Questionnaire**

**SECTION I - To be filled out by the Offeror**

Offeror: \_\_\_\_\_

Program Title: \_\_\_\_\_

Contract Number: \_\_\_\_\_ Award Date: \_\_\_\_\_

Contract Type (FFP, CPFF, CPAF, etc.): \_\_\_\_\_

Initial Estimated Cost: \$ \_\_\_\_\_

Initial Fee \$ \_\_\_\_\_

Initial Cost & Fee \$ \_\_\_\_\_

-OR-

Firm Fixed Price \$ \_\_\_\_\_

Current Estimated Cost: \$ \_\_\_\_\_

Current Fee \$ \_\_\_\_\_

Current Cost & Fee \$ \_\_\_\_\_

Initial Period of Performance: From: \_\_\_\_\_ To: \_\_\_\_\_

Current Period of Performance: From \_\_\_\_\_ To: \_\_\_\_\_

Competitively Awarded? YES NO Follow-on? YES NO

Cognizant Program Manager of the Offeror: \_\_\_\_\_

Cognizant Contracts Representative of the Offeror: \_\_\_\_\_

Description and location of work: \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ultimate requiring Agency/Company: \_\_\_\_\_

Agency/Company awarding contract: \_\_\_\_\_

Address: \_\_\_\_\_

\_\_\_\_\_

Requiring Agency/Company POC: \_\_\_\_\_

Phone #: \_\_\_\_\_

Fax #: \_\_\_\_\_

E:mail Address: \_\_\_\_\_



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scope, and complexity in each of the topic areas. Please check the appropriate rating and provide thorough and concise comments regarding your rationale for your assessment. A separate sheet may be used, if necessary.

**Please use the following scale to respond to each question below:**

<b>Confidence Assessment</b>	<b>Proposal Rating, Adjectives and Definitions</b>
<b>High</b>	Based on the Offeror’s performance record, the Government has high confidence and essentially no doubt that the Offeror will successfully perform the required effort.
<b>Significant</b>	Based on the Offeror’s performance record, the Government has significant confidence that the Offeror will successfully perform the required effort.
<b>Satisfactory</b>	Based on the Offeror’s performance record, the Government has confidence that the Offeror will successfully perform the required effort.
<b>Little</b>	Based on the Offeror’s performance record, the Government has substantial doubt that the Offeror will successfully perform the required effort.
<b>None</b>	Based on the Offeror’s performance record, the Government has extreme doubt that the Offeror will successfully perform the required effort.
<b>Neutral</b>	No performance record is identifiable.

**Program Management**

1. Based on the Program Management on your contract, how likely is the contractor to successfully manage performance and personnel staffing and retention on other efforts of similar size, scope, and complexity?

None	Little Confidence	Satisfactory Confidence	Significant Confidence	High Confidence	Neutral
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Assessment Rationale:

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**Cost Management**

2. Based on the contractor’s Cost Management on your contract, how likely is the contractor to successfully manage costs to meet contract requirements on other efforts of similar size, scope, and complexity?

None	Little Confidence	Satisfactory Confidence	Significant Confidence	High Confidence	Neutral
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Assessment Rationale:

**Scheduling**

3. Based on the contractor’s performance on your contract, how likely is the contractor to develop an adequate schedule encompassing contract completion, milestones, delivery and administrative requirements, that meets contract requirements on efforts of similar size, scope, and complexity?

None	Little Confidence	Satisfactory Confidence	Significant Confidence	High Confidence	Neutral
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Assessment Rationale:

Thank you for completing this questionnaire. Your time and candor are greatly appreciated.



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**Attachment C**

**Government Furnished Equipment/Government Furnished Information (GFE /GFI)  
Table**

<b>CONTRACTOR:</b>	<i>(Fill in here)</i>				
<b>Government Furnished Items and Equipment Requirements</b>					
<i>Submit as Volume I Appendix C</i>					
Item Name	Category	Description	Requirement		Comment(s)
			Quantity	Date	Reference dates to months after ATP, or major milestones.