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THE DIRECTOR

3 August 1966

MEMORANDUM FOR STELLAR AND TERRAIN INDEXING SUBSYSTEM
SOURCE SELECTION ADVISORY COUNCIL

SUBJECT: Instructions for Stellar and Terrain Indexing
Subsystem Source Selection

The Source Selection Advisory Council established by the DNRO Action Memorandum No. 9, is responsible to the DNRO to evaluate and rate proposals received and to recommend a contractor to design, develop and produce the Stellar and Terrain Indexing Subsystem for the HEXAGON Search and Surveillance System.

The Council will be guided generally by AFR 70-15, "Proposal Evaluation and Source Selection Procedures", 20 September 1965, and other established source selection and procurement regulations as appropriate in defining and recommending to the DNRO the specific policies and procedures it will follow in source selection activities. Additional guidance for the Council is set forth below.

All potentially capable sources will be reviewed and a recommendation made as to those sources from which proposals are to be requested. The Council should recommend only those sources which have been found qualified to perform the necessary research, development and subsequent production in this specific field of technology, and capable of performing this work on the desired schedule.

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The RFP and the cover letter to the contractors together should define in general the criteria by which the proposals will be evaluated. The RFP will be submitted for my approval before issuance.

In the evaluation of proposals, the Council may establish evaluation groups comprised of technical and other personnel who are appropriately cleared. Recognizing the extent of the task, the Council is encouraged to plan its actions carefully and to obtain sufficient assistance, utilizing SAFSP-Aerospace, CIA, and other personnel as appropriate. However, a complete roster of the proposed evaluation group will be submitted to the DNRO for approval. It is expected that SAFSP will provide a non-voting recorder and other administrative assistance required.

Proposals which are received will be appropriately evaluated and a recommendation will be made for the contractor for the Stellar and Terrain Indexing Subsystem. This recommendation must be supported by the written findings of the Council and appropriate advice prepared for the Procuring Authority which fully substantiates award of a contract to the selected contractor.

The Council will conduct all its activities in such a manner as to protect the security and sensitive nature of the system to be developed. This imposes the requirement for special effort to assure that the Government is fully protected and that the sources to be solicited and the proposals evaluated are impartially and adequately judged.

It is necessary that this task proceed rapidly and efficiently. The Council's first task is to review the RFP, recommend a list of sources to be solicited, and develop the proposed schedule for source selection activities. The results of this initial effort should be presented to me about 16 August 1966. A firm schedule for subsequent events will be established at that time.


Alexander H. Flax