



Homeland Security

Science and Technology

**BROAD AGENCY ANNOUNCEMENT (BAA)
FIRST RESPONDER GROUP (FRG)**
BAA 18 – 02 Version 4

**Department of Homeland Security
Science and Technology (S&T) Directorate**

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1. GENERAL INFORMATION

1.1. Introduction

The Department of Homeland Security (DHS) Science & Technology (S&T) Directorate is announcing to business and academia its intent to solicit white papers and proposals under this Broad Agency Announcement (BAA). This Broad Agency Announcement (BAA) is contemplated in Federal Acquisition Regulations (FAR) 6.102(d)(2) and 35.016. **This announcement does not request any white papers or proposals at this time.** Solicitations (or calls) for white papers and proposals will be accomplished via new postings to sam.gov.

The over-arching strategy of the BAA involves the use of a 5-year Open BAA to quickly and efficiently execute research and development to deliver practical solutions to high priority first responder problems. This strategy will provide DHS an acquisition tool with the flexibility to solicit white papers and proposals and make awards to perform rapid prototyping (12 to 18 months) of technical solutions to meet present and compelling first responder needs, as ever-changing urgent operational issues and capability gaps are identified.

White papers and proposals will only be solicited and accepted during individual calls. These calls will be announced as amendments to this BAA. Each call will identify solicitation topics and contain a cut-off date for white paper and proposal submission. *White papers or full proposals received after the specified due date and time shall be governed by the provisions of FAR 52.215-1(c) (3).*

Calls for white papers and proposals will occur periodically throughout the life of the BAA. Each call will: (1) identify specific topic areas; (2) identify any changes to the standard evaluation criteria or white paper and/or proposal preparation instructions, and; (3) contain cutoff dates for submissions.

It is anticipated that solicitations issued under this BAA will be unrestricted with respect to the types of organizations that may apply. Small businesses are encouraged to propose on all of the solicitations. The NAICS code, unless otherwise stated in the BAA amendments, shall be 541715 (i.e., Research and Development in the Physical, Engineering, and Life Sciences except Biotechnology), and the size standard is 500 employees. White papers and proposals submitted shall be in accordance with this BAA and its appropriate amendment(s).

Interested Offerors shall be on alert for any BAA amendments that call for white papers and proposals, permit extensions to the submission dates, or otherwise change the requirements of this BAA or its subsequent amendments.

This announcement is restricted to work related to applied research and that portion of advanced technology development not related to a specific system or hardware procurement. This announcement does not cover support services, such as technical

services, or other types of support services. Such submissions are considered non-compliant with this BAA and will be rejected without evaluation.

1.2. Program Mission and Objectives

The DHS Science & Technology FRG mission is to strengthen the first responder community's ability to protect the homeland and respond to disasters. Through the engagement of first responders at every stage, the FRG pursues a better understanding of needs and requirements, and develops innovative solutions to the most pressing challenges faced during day-to-day and large-scale emergencies.

The objectives of the FRG are:

- (1) Enhance first responder preparedness and ensure effective emergency response.
- (2) Create high impact technologies and knowledge products that facilitate the safety, effectiveness, and ease with which first responders do their work.
- (3) Strengthen the Homeland Security Enterprise and First Responders' capabilities to protect the homeland and respond to disasters.

1.3. Agency Name

Department of Homeland Security
Science & Technology Directorate
First Responders Group
DHS S&T CBD – Mail Stop 0201
245 Murray Lane
Washington, DC 20528-0201

1.4. Program Name

First Responders Group

1.5. Research Opportunity Number

BAA 18-02 (Request for Proposal Number 70RSAT21RB00000006)

1.6. Government Representatives

Science and Technology:

Mr. Greg Price
BAA Program Director
Operations and Requirements
Analysis

Department of Homeland Security
Science and Technology Directorate
Washington, DC 20528

Business:

Jenista M. Tobias
Procuring Contracting Officer
Department of Homeland Security
Office of Procurement Operations
Science & Technology Acquisition Division
Washington, DC 20528

2. RESEARCH OPPORTUNITY DESCRIPTION

2.1 Technical Topic Areas (TTAs)

BAA 18-02 focuses on three different topic areas for the First Responder Community: Personal Protective Equipment Research, Emerging Technologies, and Response and Defeat Operations Support (REDOPS). All calls issued against this BAA will have specific TTAs, with their corresponding Statement of Objectives (SOO), that will fall under any of the three topic areas.

The Personal Protective Equipment Research focus area will allow for the development of personal protective equipment research and development that enhances first responder preparedness, ensures effective emergency response, facilitates the safety, effectiveness, and ease with which first responders do their work and strengthen the Homeland Security Enterprise and First Responders' capabilities to protect the homeland and respond to disasters. Examples of R&D efforts for personal protective equipment include but are not limited to Self-Contained Breathing Apparatus, Protective clothing and sensors.

The Emerging Technologies focus area will allow for the development of emerging technology research and development that enhance first responder preparedness, ensures effective emergency response, facilitates the safety, effectiveness, and ease with which first responders do their work and strengthen the Homeland Security Enterprise and First Responders' capabilities to protect the homeland and respond to disasters. Examples of R&D efforts for emerging technologies include but are not limited to sensors, detectors, situational awareness and advanced communications.

The REDOPS focus area will allow for the performance of studies and analysis to understand operational capabilities of tools and procedures used by public safety bomb squads. Emphasis will be on ensuring compatibility of technology and concepts of operation with existing and future equipment. Additionally, this focus area will allow for the identification of capability gaps and development of prototype tools in support of public safety bomb technicians.

2.2. Type Classifications

Prototype technologies delivered at the end of the period of performance (POP) shall be capable of achieving a Technical Readiness Level (TRL) of 7 or higher.

TRL 7 - System prototyping demonstration in an operational environment (ground or space): System prototyping demonstration in operational environment. System is at or near scale of the operational system, with most functions available for demonstration and test. Well integrated with collateral and ancillary systems. Limited documentation available.

TRL 8 - Actual system completed and "mission qualified" through test and demonstration in an operational environment (ground or space): End of system development. Fully integrated with operational hardware and software systems. Most user documentation, training documentation, and maintenance documentation completed. All functionality tested in simulated and operational scenarios. Verification and Validation (V&V) completed.

TRL 9 - Actual system "mission proven" through successful mission operations (ground or space): Fully integrated with operational hardware/software systems. Actual system has been thoroughly demonstrated and tested in its operational environment. All documentation completed. Successful operational experience. Sustaining engineering support in place.

In order to meet the requirement, companies submitting white papers and full proposals shall identify which one of the two type classifications, described below, aligns with their proposed strategy. Offerors should identify the classifications at the start and the end of the proposed project period of performance. In addition, proposed projects must achieve a minimum rating of "TRL 7" after the project development has occurred.

1. Type I (Prototype Technology):

Technologies having a TRL of 3 or 4

- **TRL 3 - Analytical and experimental critical function and/or characteristic proof-of concept:** Proof of concept validation. Active Research and Development (R&D) is initiated with analytical and laboratory studies. Demonstration of technical feasibility using breadboard or brassboard implementations that are exercised with representative data.
- **TRL 4 - Component/subsystem validation in laboratory environment:** Standalone prototyping implementation and test. Integration of technology elements. Experiments with full-scale problems or data sets.

2. Type II (Mature Technology):

Technologies having a TRL of 5 or 6

- **TRL 5 - System/subsystem/component validation in relevant environment:** Thorough testing of prototyping in representative environment. Basic technology elements integrated with reasonably realistic supporting elements. Prototyping implementations conform to target environment and interfaces.
- **TRL 6 - System/subsystem model or prototyping demonstration in a relevant end-to-end environment (ground or space):** Prototyping implementations on full-scale realistic problems. Partially integrated with existing systems. Limited documentation available. Engineering feasibility fully demonstrated in actual system application.

3. AWARD INFORMATION

3.1. Anticipated Award Date

The anticipated award dates will be specified under each call for white papers and full proposals. Awards are based on amendments issued during the 5-year (FY18-FY22) solicitation period.

3.2. Anticipated Funding for the Program

Estimated Value: Although subject to official fiscal appropriation, it is anticipated that the FRG program will have \$5M per year with a total of \$25M over the next 5 years to support this BAA. Additional joint funding from the countries DHS S&T has bi-lateral agreements with may be provided subject to their respective availability of funds, as well as interest in the particular proposal(s).

Note: The estimated value is not a promise of assured funding in that amount. Funding is uncertain and is subject to change. Changes in availability may occur as a result of Government discretion.

3.3. Type of Contract/Instrument

It is anticipated that a mix of contract types will be used throughout the life of this BAA. The specific type of contract will be issued in each call for white papers and full proposals. The Government reserves the right to award procurement contracts (Firm Fixed Price or Cost Reimbursable), Grants, Cooperative Agreements (CAs), Other Transactions (OTs), or Interagency Agreements (IAAs) to appropriate parties shall the situation warrant.

3.4. Number of Awards Anticipated

The total number of awards under this solicitation is unknown at this time. Future awards are based on calls or amendments issued during the 5-year (FY18-FY22) solicitation period.

3.5. Expected Amount of Individual Awards

The amount for each award will be based on the level of effort proposed and agreed to by the Government. The FRG's desire is for companies and academia to leverage existing technology or development efforts when possible to minimize cost while meeting the stated objectives.

3.6. Anticipated Period of Performance for Individual Awards

The anticipated period of performance for each award is 12 months with no award exceeding 18 months.

4. ELIGIBILITY INFORMATION

Open to All Responsible Sources. BAA 18-02 is open to ALL responsible sources domestic or foreign. Foreign or foreign-owned Offerors are advised that their participation is subject to the foreign disclosure review procedures, applicable export control laws, and other applicable federal laws, regulations, and policies pertaining to foreign entities. It is the intent of research and development contracting to obtain a broad base of the best contractor resources from the scientific and industrial community, to include small businesses and as a result, no portion of BAA 18-02 will be set aside pursuant to FAR Part 19.502-2. Offerors may include (but are not limited to): single entities or teams from academia, private sector organizations, Government laboratories, and Federally Funded Research and Development Centers (FFRDCs), including Department of Energy National Laboratories and Centers.

4.1. Federally Funded Research & Development Centers

FFRDCs, including Department of Energy National Laboratories and Centers, are eligible to respond to this BAA, individually or as a team member of an eligible principal Offeror, as long as they are permitted under a sponsoring agreement between the Government and the specific FFRDC.

4.2. Nonprofit Organizations, Educational Institutions and Small Business Set Aside

The Government encourages Nonprofit Organizations, Educational Institutions, Small Businesses, Small Disadvantaged Business (SDB) concerns, Historically Black Colleges and Universities (HBCU), Minority Institutions (MI), Women-Owned Businesses (WB), and Historically Underutilized Business (HUB) zone enterprises as well as large businesses, academic institutions, and Government laboratories to submit research white papers and full proposals for consideration and/or to join others in submitting white papers and full proposals; however, no portion of the BAA will be set-aside for these special entities pursuant to FAR Part 19.502-2, because of the impracticality of reserving discrete or severable areas of research and development in any specific requirement area.

To ensure full consideration in these programs, registration in the <https://baa2.st.dhs.gov/> website, described later in this document, requires the appropriate business type selection as well as accurate up-to-date information.

4.3. Organizational Conflict of Interest

Organizational Conflict of Interest issues will be evaluated on a case-by-case basis; as outlined below. Offers who have existing contract(s) to provide scientific, engineering, technical and/or administrative support directly to the DHS S&T will receive particular scrutiny.

(a) Determination. The Government has determined that this effort may result in an actual or potential conflict of interest, or may provide one or more Offerors with the potential to attain an unfair competitive advantage.

(b) If any such conflict of interest is found to exist, the Contracting Officer may: (1) disqualify the Offeror; or (2) determine that it is otherwise in the best interest of the United States to contract with the Offeror and include the appropriate provisions to mitigate or avoid such conflict in the contract awarded. After discussion with the Offeror, the Contracting Officer may determine that the actual conflict cannot be avoided, neutralized, mitigated, or otherwise resolved to the satisfaction of the Government, and the Offeror may be found ineligible for award.

(c) Disclosure: The Offeror must represent, as part of its full proposal and to the best of its knowledge that: (1) It is not aware of any facts which create any actual or potential organizational conflicts of interest relating to the award of this contract; or (2) It has included information in its full proposal, providing all current information bearing on the existence of any actual or potential organizational conflicts of interest, and has included the mitigation plan in accordance with paragraph (d) of this provision.

(d) Mitigation/Waiver. If an Offeror with a potential or actual conflict of interest or unfair competitive advantage believes it can be mitigated, neutralized, or avoided, the Offeror shall submit a mitigation plan to the Contracting Officer for review. Award of a contract where an actual or potential conflict of interest exists shall not occur before Government approval of the mitigation plan.

(e) Other Relevant Information. In addition to the mitigation plan, the Contracting Officer may require further relevant information from the Offeror. The Contracting Officer will use all information submitted by the Offeror, and any other relevant information known to DHS, to determine whether an award to the Offeror may take place, and whether the mitigation plan adequately neutralizes or mitigates the conflict.

(f) Corporation Change. The successful Offeror shall inform the Contracting Officer within thirty (30) calendar days of the effective date of any corporate mergers, acquisitions, and/or divestures that may affect this provision.

(g) Flow-down. The contractor shall insert the substance of this clause in each first tier subcontract that exceeds the simplified acquisition threshold.

5. APPLICATION AND SUBMISSION INFORMATION

The following instructions may apply in total, or in part, to subsequent individual calls for white papers and full proposals. Each amendment to this BAA calling for white papers and full proposals will detail which preparation instructions apply. White papers and full proposals submitted shall be in accordance with this announcement and any instructions in the individual call. Offerors shall be alert for any BAA amendments that may permit extensions to the white paper or full proposal submission date.

5.1. Registration Requirements

Registration is not required to download the full proposal package; however, a registration in the DHS BAA Program Portal <https://baa2.st.dhs.gov/> is required to upload a response to the BAA including a white paper and/or a full proposal submission.

5.2. White Paper Submission Requirements and Evaluation Process

(a) Submitting a Response to this BAA:

No Classified White Papers (or portions thereof) will be accepted.

White paper submissions will be protected from unauthorized disclosure in accordance with FAR 15.207, applicable law, and DHS regulations.

If a call requests a white paper submission, Offerors must submit a white paper in order to be considered for participation in the submission of proposals.

Offerors submitting white papers will be required to upload their documents to the DHS BAA Portal by the established deadline for each BAA Call.

Offerors will have 30 calendar days from the official call for white papers before the submission deadline.

White papers should provide technical and managerial approach information, and will be assessed based on Criteria I, and II, which are listed in descending order of relative importance as outlined in Section 6.1 below.

White papers cannot exceed a total number of 10 single-sided pages with the following stipulations:

- Paper Size – 8.5-by-11-inch paper
- Margins – 1 inch
- Spacing – Single- spaced
- Font – Times New Roman, 12 point
- No more than 10 single-sided pages. White papers exceeding the page limit will not be evaluated. The Official Transmittal Letter, as well as the cover page are ***not subject*** to the page limitation.

- Copies - A White paper shall consist of one electronic file. Electronic files will be in portable document format (PDF), readable by IBM-compatible PCs. Each file size must be no more than 10 MB.

After an evaluation of the white papers, the Contracting Officer (CO) will either encourage or discourage the submission of a full proposal based on the recommendation of the Source Selection Authority (SSA). The SSA will make these recommendations based on a finding of whether a white paper is selectable or not selectable. If the SSA determines, based on the criteria found in Section 6.1, that a full proposal should be discouraged, the Offeror will be informed in writing by the CO. No additional feedback will be provided to Offerors when proposals are discouraged. Offerors are not restricted from submitting a proposal even when notified in writing that the SSA is discouraging a full proposal. If the SSA determines, based upon the above criteria found in Section 6, that a full proposal should be encouraged, the Offeror will be informed in writing by the CO.

Offerors receiving an “Encouraged” rating will be asked to submit a full proposal. Offerors who received an “Encouraged” rating and who then submit a full proposal will be asked to present their proposals at a Performer Technical Presentation to the Government Evaluation Panel and other invested stakeholders (see Section 5.10 below).

NOTE: User registration is not sufficient for registering the white paper or full proposal. To register your submission, you must log on with your credentials. Click the “Add New Proposal” side link. When the Start the New Proposal page displays, pick the solicitation and topic, and then enter the title of the white paper that you are submitting. When you have entered the title, click the “Add Proposal to Activity Worksheet” button. The Proposal Activity worksheet page lists your white paper in the In Progress section of the page.

Your full proposal is registered at this point. Repeat this step before the full proposal registration deadline for every proposal you wish to register.

After you have completed the coversheet and uploaded your full proposal documents, you must click on the “Submit Proposal” button to submit the full proposal; simply uploading the documents is not sufficient.

5.3. Full Proposal Package Application and Submission Process

Each call will specify when full proposals are due and when Performer Technical Presentations will take place. Submissions will not be accepted from organizations that have not registered. Any organization that wishes to participate in this BAA must register at: <https://baa2.st.dhs.gov/>.

Respondents who submit a full proposal may be called to present their proposal to the Government Evaluation Panel consisting of DHS FRG Program Managers (PMs), and experts from the first responder, business, and scientific communities. ***Federal Government personnel will be the sole voting faction of the Government Evaluation Panel.*** First responder representatives will be comprised largely from the FRG First Responder Resource Group (FRRG); a sub-group of the Government’s Incident

Management Integrated Product Team (IPT). FRRG members are operational and subject matter experts in one or more emergency response disciplines (e.g., Fire, Law Enforcement, Emergency Medical Services, Explosives, HAZMAT, Search and Rescue, Emergency Management, Communications, and Counter-Terrorism/Intelligence). As such, they are uniquely aware of the most critical technical challenges facing the nation's emergency response community.

Offerors must meet the minimum submission criteria outlined in Section 5.4 below in order for their proposal to receive further evaluation. If the minimum criteria are not met, S&T has the right to reject the Offeror's proposal.

(b) Submitting a Response to this BAA:

No Classified White Papers or Full Proposals (or portions thereof) will be accepted.

The full proposal submissions will be protected from unauthorized disclosure in accordance with FAR 15.207, applicable law, and DHS regulations

Offerors are expected to appropriately mark each page of their submission that contains proprietary information.

The DHS BAA website at <https://baa2.st.dhs.gov> offers electronic access to BAA solicitations, frequently asked questions (FAQs), answers to FAQs, abstracts of previously funded projects, and hyperlinks to other useful information.

Please refer to the "Registrations and Submissions Training Guide", in the upper right-hand corner of the Resources page for step-by-step instructions for registering your company and submitting your full proposal.

IMPORTANT: Before submitting a white paper or full proposal for the first time, you must first register your company and user account in the system. It is recommended that the Business Official or an authorized representative designed by the Business Official be the first person to register for your company. Your company's Taxpayer Identification Number (TIN) is required during registration. (If your company is registered, other new users may register and associated their information with the company's existing record). When registration is completed, users can submit and manage their white papers and proposals.

NOTE: User registration is not sufficient for registering the white paper or full proposal. To register your submission, you must log on with your credentials. Click the "Add New Proposal" side link. When the Start the New Proposal page displays, pick the solicitation and topic, and then enter the title of the proposal that you are submitting. When you have entered the title, click the "Add Proposal to Activity Worksheet" button. The Proposal Activity worksheet page lists your full proposal in the In Progress section of the page. Your full proposal is registered at this point. Repeat this step before the full proposal registration deadline for every proposal you wish to register.

After you have completed the coversheet and uploaded your full proposal documents, you must click on the “Submit Proposal” button to submit the full proposal; simply uploading the documents is not sufficient.

5.4. Format and Content of Full Proposals

Proposal Format

Full proposals will consist of two volumes:

- Volume 1 - Technical Proposal
- Volume 2 - Cost Proposal

For each volume, the following format shall apply:

- Paper Size – 8.5-by-11-inch paper
- Margins – 1 inch
- Spacing – Single-spaced
- Font – Times New Roman, 12 point. Text embedded within graphics or tables in the body of the Project Description Form shall be legible and not smaller than 8 point.
- Number of Pages –
 - Volume 1 (Technical Proposal): No more than 20 single-sided pages. Proposals exceeding the page limit will not be evaluated. The Official Transmittal Letter, as well as the cover page, table of contents, and resumes/biographical information about potential performers in the proposal are ***not subject*** to the page limitation.
 - Volume 2: (Cost Proposal): No more than 10 pages for the Prime Contractor. No more than 5 pages for each proposed Sub-Contractor.
- Copies – A full proposal shall consist of one electronic file for the Technical Proposal volume and one electronic file for Cost Proposal volume. Electronic files will be in portable document format (PDF), readable by IBM-compatible PCs. Each file size must be no more than 10 MB.

Proprietary or Export Control Marking: Offerors are expected to appropriately mark proprietary and/or export controlled information contained in their full proposals. For additional information regarding export controlled information, refer to bullet “Export Control” identified in Proposal Content below.

Proposal Content

Volume 1: Technical Proposal

Volume I of the full proposal shall be in the form of a Technical Proposal format. Responsiveness to the order and content of sections listed in Volume I is important to assure thorough and fair evaluation of full proposals. Nonconforming proposals may be rejected without review. The Technical Proposal must cover the following points in more detail:

- **Official Transmittal Letter:** This is an official transmittal letter with authorizing official signature. For an electronic submission, the letter can be scanned into the electronic full proposal. The letter of transmittal shall state whether the full proposal has been submitted to another government agency, other than DHS S&T, and if so, which one and when. The transmittal letter does not count toward the 30-page limit.
- **Cover Page:** This shall include the words “Technical Proposal” and the following:
 - 1) BAA number;
 - 2) Call number;
 - 3) Technical Topic Area;
 - 4) Title of Full Proposal;
 - 5) Type of classifications;
 - 6) Identity of prime Offeror and complete list of subcontractors, if applicable;
 - 7) Technical point of contact (name, address, phone/fax, electronic mail address);
 - 8) Administrative/business point of contact (name, address, phone/fax, electronic mail address);
 - 9) Duration of effort (separately identify the basic effort and any options);
 - 10) In accordance with FAR 4.1201, prospective Offerors for contracts and for OTAs involving prototypes (Section 845), shall state the certifications in the System for Award Management (SAM) at www.sam.gov have been completed and shall provide the Certification Validity period; and
 - 11) The signature and title of an authorized representative of the entity submitting the full proposal. If multiple organizations are participating, one signature from the principal/leading organization is acceptable.
- **Table of Contents:** The table of contents does not count toward the 30-page limit **(Technical and Cost Volumes combined)**.
- **Executive Summary:** Summarize the full proposal and the expected benefits of the solution.
- **Proposal:** Describe the proposed work and the associated technical and management issues.
- **Performance Goals:** Describe the overall methodology and how it will meet the program objectives and the specific TTA.
- **Detailed Technical Approach:** Describe the proposed design and technical issues. Identify the critical technical issues in the design and concept.
- **Statement of Work (SOW), Schedule, and Milestones:** Provide an integrated display for the proposed research, showing each task with major milestones. Include a proposed schedule for the effort (estimated dates of tasks, milestones and deliverables). Describe how each task will be performed and identify sub-tasks, if

appropriate. Include a section clearly marked as the SOW you propose to undertake. It is anticipated that the proposed SOW will be incorporated as an attachment to the resultant award instrument. To this end, such proposals must include a severable self-standing SOW without any proprietary restrictions, which can be attached to the contract or agreement award.

- **Deliverables:** Provide a brief summary of all deliverables proposed under this effort, including data, and reports consistent with the objectives of the work; along with suggested due dates (calendar days after the effective date of award). This section shall be severable, i.e., it will begin on a new page and the following section shall begin on a new page. It is anticipated that the proposed detailed list and description of all deliverables will be incorporated as an attachment to the resultant award instrument. To this end, such proposals must include a severable self-standing detailed list and description of all deliverables without any proprietary restrictions, which can be attached to the contract or agreement award.
- **Management Plan:** Provide a brief summary of the management plan, including an explicit description of what role each participant or team member will play in the project, and their past experience in technical areas related to this proposal.
- **Commercialization Plan:** Offerors must also include a description in the proposal of their plan for commercializing the technology, or other plans for getting the technology into established transition paths. Technology transition plans that include commercial partnerships are preferred, but transition into the open source community is also acceptable. This request does not entail providing a full business plan, nor does it imply that DHS views commercialization activities as in the scope of this solicitation. The intent is for Offerors to provide evidence that, as part of the technical plan development, consideration has been given to the ultimate commercialization of the outputs of DHS-funded programs. Such considerations would include expected user base, how the technology will be used, and how it will be transitioned, manufactured and distributed into broad use. Of key importance are the identification of technology diffusion paths that are appropriate for the type and maturity of the technology involved, and any additional factors that might increase the likelihood of it being commercialized. Offerors who intend to partner with other companies for manufacturing and distribution services shall identify their partners and the partner's capabilities.
- **Facilities:** List the location(s) where the work will be performed, and the facilities to be used. Describe any specialized or unique facilities which directly affect the effort.
- **Government-Furnished Resources:** Provide a brief summary of required information and data which must be provided by the Government to support the proposed work, if any.

- **Cost Summary:** Summarize the projected total costs for each task in the initial period of performance and any proposed option year of the effort, including a summary of subcontracts, man hours, and consumables.
- **Resumes for Key Personnel:** In Appendix A, provide resumes or *curriculum vitae* (CVs) for each of the key personnel. These resumes do not count toward the 30-page limit.
- **Other DHS Support:** As an appendix, provide a list of any current or pending awards or proposals with DHS that pertain to the work, submitted either as a prime contractor, subcontractor/consultant, or teaming partner. This section will not count towards the 30-page limit.
- **Assertion of Data Rights:** Include here a summary of any assertions to any technical data or computer software that will be developed or delivered under any resultant award. This includes any assertions to pre-existing results, prototypes, or systems supporting and/or necessary for the use of the research, results, and/or prototype. Any rights asserted in other parts of the full proposal that would impact the rights in this section must be cross-referenced. If less than unlimited rights in any data delivered under the resultant award are asserted, the Offeror must explain how these rights in the data will affect its ability to deliver research data, subsystems, and toolkits for integration as set forth below. Additionally, the Offeror must explain how the program goals are achievable in light of these proprietary and/or restrictive limitations. If there are no claims of proprietary rights in pre-existing data, this section shall consist of a statement to that effect.

Full proposals submitted in response to this BAA shall identify all technical data or computer software that the Offeror asserts will be furnished to the Government with restrictions on access, use, modification, reproduction, release, performance, display, or disclosure. Offeror's pre-award identification shall be submitted as an attachment to its offer and shall contain the following information:

- (1) Statement of Assertion. Include the following statement: "The Offeror asserts for itself, or the persons identified below, that the Government's rights to access, use, modify, reproduce, release, perform, display, or disclose only the following technical data or computer software should be restricted".
- (2) Identification of the technical data or computer software to be furnished with restrictions. For technical data (other than computer software documentation) pertaining to items, components, or processes developed at private expense, identify both the deliverable technical data and each such item, component, or process as specifically as possible (e.g., by referencing specific sections of the full proposal or specific technology or components). For computer software or computer software documentation, identify the software or documentation by specific name or module or item number.

(3) Detailed description of the asserted restrictions. For each of the technical data or computer software identified above in paragraph (2), identify the following information:

(i) Asserted rights. Identify the asserted rights for the technical data or computer software.

(ii) Copies of negotiated, commercial, and other non-standard licenses. Offeror shall attach to its offer for each listed item copies of all proposed negotiated license(s), Offeror's standard commercial license(s), and any other asserted restrictions other than Government purpose rights; limited rights; restricted rights; rights under prior Government contracts, including Small Business Innovation Research (SBIR) data rights for which the protection period has not expired; or Government's minimum rights.

(iii) Specific basis for assertion. Identify the specific basis for the assertion. For example:

(a) Development at private expense. For technical data, development refers to development of the item, component, or process to which the data pertains. For computer software, development refers to the development of the software. Indicate whether development was accomplished exclusively or partially at private expense.

(b) Rights under a prior Government contract, including SBIR data rights for which the protection period has not expired.

(c) Standard commercial license customarily provided to the public.

(d) Negotiated license rights.

(iv) Entity asserting restrictions. Identify the corporation, partnership, individual or other person, as appropriate, asserting the restrictions.

(4) Previously delivered technical data or computer software. The Offeror shall identify the technical data or computer software that are identical or substantially similar to technical data or computer software that the Offeror has produced for, delivered to, or is obligated to deliver to the Government under any contract or subcontract. The Offeror need not identify commercial technical data or computer software delivered subject to a standard commercial license.

(5) Estimated cost of development. The estimated cost of development for that technical data or computer software to be delivered with less than Unlimited Rights.

(6) Supplemental information. When requested by the Contracting Officer, the Offeror shall provide sufficient information to enable the Contracting Officer to evaluate the Offeror's assertions. Sufficient information must include, but is not limited to, the following:

- (i) The contract number under which the data or software were produced;
- (ii) The contract number under which, and the name and address of the organization to whom, the data or software were most recently delivered or will be delivered; and
- (iii) Identification of the expiration date for any limitations on the Government's rights to access, use, modify, reproduce, release, perform, display, or disclose the data or software, when applicable.

Ineligibility for award. An Offeror's failure to submit or complete the identifications and assertions required by this provision with its offer may render the offer ineligible for award.

It is anticipated that the proposed Assertion of Data Rights will be incorporated as an attachment to the resultant award instrument. To this end, full proposals must include a severable self-standing Assertion of Data Rights without any proprietary restrictions, which can be attached to the contract or agreement award.

VOLUME 2: Price/Cost Proposal

The Price/Cost Proposal shall consist of a cover page and two parts, Part 1 and Part 2. Part 1 will provide a detailed cost breakdown of all costs by cost category and Part 2 will provide a Cost breakdown by task/sub-task using the same task numbers in the Statement of Work. Options must be separately priced.

Cover Page: The use of the SF 1411 is optional. The words "Price/Cost Proposal" shall appear on the cover page in addition to the following information:

- 1) BAA number;
- 2) Call number;
- 3) Technical Topic Area;
- 4) Title of Full Proposal;
- 5) Type of classifications;
- 6) Identity of prime Offeror and complete list of subcontractors, if applicable;
- 7) Technical point of contact (name, address, phone/fax, electronic mail address);
- 8) Administrative/business point of contact (name, address, phone/fax, electronic mail address);
- 9) Duration of effort (separately identify the basic effort and any options);
- 10) In accordance with FAR 4.1201, prospective Offerors for contracts and for OTAs involving prototypes shall state the certifications in the System for Award Management (SAM) at www.sam.gov have been completed and shall provide the Certification Validity period; and
- 11) The signature and title of an authorized representative of the entity submitting the full proposal. If multiple organizations are participating, one signature from the principal/leading organization is acceptable.

Part 1: Detailed breakdown of all costs by cost category. The Offeror shall provide a total estimated price for major demonstrations and other activities associated with the program, including cost sharing, if any. The Offeror shall state whether any Independent Research and Development (IR&D) program is or will be dedicated to this effort, or if IR&D is being pursued to benefit related programs as well. Any cost sharing estimates shall include the type of cost share, i.e. cash or in-kind. If in-kind is proposed, the Offeror shall provide a discussion of how the cost share was valued.

- **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, destinations, durations, etc. (Travel estimate shall include costs for attendance/presentation at an annual one-day First Responders Group Review that is held in the Washington metropolitan area).
- **Subcontract** – A cost proposal *as detailed as the Offeror's cost proposal* will be required to be submitted by the subcontractor. The subcontractor's cost proposal can be provided in a sealed envelope with the Offeror's cost proposal or will be requested from the subcontractor at a later date.
- **Consultant** – Provide consultant agreement or other document which verifies the proposed loaded daily/hourly rate.
- **Materials** – Materials shall be specifically itemized with costs or estimated costs. Where possible, indicate purchasing method, (Competition, engineering estimate, market survey, etc.).
- **Other Directs Costs** – Particularly any proposed items of equipment or facilities. Equipment and facilities generally must be furnished by the contractor/recipient. Justifications must be provided when Government funding for such items is sought.
- **Fee/Profit** – Including fee percentage.

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

The Price/Cost Proposal shall be consistent with your proposed SOW. Activities such as demonstrations required to reduce the various technical risks shall be identified in the SOW and reflected in the Price/Cost Proposal.

5.5. Protection of Information Uploaded to BAA Website

All data uploaded to <https://baa2.st.dhs.gov/> is protected from public view or download. All submissions will be considered proprietary/source selection sensitive and protected accordingly. Documents may only be reviewed by the registrant, authorized Government representatives, and assigned evaluators.

5.6. Full Proposal Due Date and Time

The full proposal due date and time will be specified in each BAA call for full proposals to the solicitation.

5.7. Submission of Late Full Proposals

Full Proposals **WILL NOT BE ACCEPTED** after the published due dates.

5.8. Further Assistance Needed for this BAA

The applicable electronic address for all correspondence for this BAA is:
Jenista.Tobias@HQ.DHS.GOV.

For technical assistance with using the <https://baa2.st.dhs.gov/> website, submit questions to the administrators at dhsbaahelpdesk@ttsiglobal.com, phone (571) 446-4869.

5.9. BAA Contractual and Technical Questions.

All contractual and technical questions regarding this BAA including the published requirements and instructions must be directed to the Contracting Officer at Jenista.Tobias@HQ.DHS.GOV. The program and technical staff will not acknowledge, forward, or respond to any inquiries received in any other manner concerning this BAA. Contractual questions and answers will be posted periodically under the Frequently Asked Questions (FAQs) section on the www.sam.gov and <https://baa2.st.dhs.gov> websites.

5.10. Performer Technical Presentation

Once Full Proposals are submitted, DHS may host a Performer Technical Presentation for Offerors to present their technical and cost proposals in the metropolitan Washington, DC area for companies who submit full proposals for one or more of the Technical Topic Areas (TTAs) included in each BAA Call.

The format for the Performer Technical Presentation is as follows:

- TTA-specific in person one-on-one sessions with relevant Government Evaluation Panel members. Following a brief presentation (15 minute maximum) by the Offeror describing their detailed technical proposal, Panel members will ask questions of the Offeror as desired.
 - Alternatively, Offerors who cannot attend in person can be included in the process via electronic means.
- Non-Disclosure Agreements (NDAs) will be required of all participants to protect Offeror proprietary information and to ensure confidential proceedings.
- DHS OPO Contracting Officers and/or Specialists may be in attendance at all TTA Performer Technical Presentations.

- The Government Evaluation Panel will have read the Offeror's full proposal (i.e., the Technical and Cost Volumes) submitted via the BAA Portal website (<https://baa2.st.dhs.gov/>) prior to the Offeror's presentation.
- Following all Offeror presentations and discussions, the Government Evaluation Panel will convene privately to reach consensus ratings based on the evaluation criteria stipulated in Section 6 below.

6. EVALUATION INFORMATION

Each amendment to this BAA calling for white papers and full proposals will detail which basis for award requirements apply and any tailored criteria.

6.1. Technical Evaluation Criteria

The evaluation of white papers and full proposals will be accomplished through an independent technical review using the following criteria, which are listed in descending order of relative importance.

Criterion I- Technical: Sound technical and managerial approach to the proposed work, including a demonstrated understanding of the critical technology or engineering challenges required for achieving the goals of the TTA. At a minimum, Offerors shall propose key personnel for Project Manager and Lead Senior Technical candidate. Offeror demonstrates the potential of the technology/solution to meet the TTA goals provided in the calls against BAA 18-02 resulting in the best ideas and concepts.

Criterion II- Commercialization: Qualitative assessment of the commercialization experience and strategy to determine the likelihood that the Offeror will be able to deploy a technology and/or solution(s) that can be transitioned effectively to the user community either through commercialization of the technology or through other means.

Criterion III: Offeror's Capabilities and Related Experience. The Offeror's prior experience in similar efforts will be assessed to determine if the Offeror clearly demonstrates an ability to deliver products that meet the proposed technical performance within the proposed budget and schedule. In addition, the proposed team will be reviewed to determine whether the personnel have the expertise to perform the proposed work as well as the ability to manage the project cost and complete the project within the proposed schedule.

6.2. Cost/Price Criteria

Criterion IV: Each Offeror's cost/price proposal may be evaluated for reasonableness and completeness of the proposed contract cost. Each proposal will be evaluated for the best value they provide to the Government in consideration of the funding availability.

NOTE: DHS S&T reserves the right to select for award and fund all, some, or none of the Full Proposals received in response to individual calls.

6.3. Government Evaluation Panel

S&T's policy is to ensure an impartial, equitable, and comprehensive evaluation of all white papers and full proposals and to select the source (or combination of sources) whose offer is most advantageous to the government. All properly submitted white papers and full proposals that conform to the BAA requirements will be reviewed by a Government Evaluation Panel comprised of federal government employees and non-federal individuals; with the federal personnel being the sole voting members. First responder subject matter experts, mainly state and local government employees (e.g. firefighters), and business and scientific community stakeholders will provide technical assistance and commercialization guidance.

All government personnel are bound by public law to protect proprietary information. Further, Contractor personnel who will have access to any proprietary data will be bound by appropriate non-disclosure agreements to protect proprietary and source-selection information and shall certify that they have no financial interest in any submissions evaluated. They will not be permitted to release any source-selection information to third parties, including others in their organization. Submissions and information received in response to this BAA constitute permission to disclose that information to certified evaluators under these conditions.

6.4. Notification to Offerors of Evaluation Findings

Once the full proposal evaluation process is complete, including the Performer Technical Presentation, Offerors will be notified in writing, of selection or non-selection for an award. Offerors not selected for an award may request feedback regarding the evaluation findings of submitted full proposals. A written request to the Contracting Officer must be received within 3 calendar days of notification of non-selection.

7. AWARD ADMINISTRATION INFORMATION

7.1. Comments or Concerns

If Offerors have any comments or concerns about the BAA, the DHS S&T Contracting Officer can be contacted by mail at:

U. S. Department of Homeland Security
ATTN: Jenista M. Tobias, Contracting Officer
Office of Procurement Operations/S&T Directorate - Stop 210
245 Murray Lane, SW
Washington, DC 20528

8. OTHER INFORMATION

8.1. Information for Full Proposal Respondents

BAA 18-02 is for planning purposes only. It will not be construed as an obligation on the part of the Government to acquire any products or services.

No entitlement to payment of direct or indirect costs or charges by the Government will arise as a result of submission of responses to BAA 18-02 and the Government's use of such information. Respondents to BAA 18-02 may be requested to provide additional information based on their submittals. Unnecessarily elaborate responses containing extensive marketing materials are not desired.

Technical and cost proposals, or any other material, submitted in response to BAA 18-02 will not be returned. However, depending on the markings on the full proposal, DHS S&T will adhere to FAR policy on handling source selection information and proprietary full proposals. It is the policy of DHS S&T to treat all proposals as sensitive competitive information, and to disclose their contents only for the purpose of evaluation.

8.2. Government Property, Government Furnished Equipment (GFE) and Facilities

The Government may provide government-furnished equipment (GFE), resources (GFR), information (GFI), or services (GFS) under the terms of each negotiated contract or agreement. GFE, GFR, GFI, or GFS requested by an Offeror must be factored into the Offeror's project cost. Each Offeror must provide a very specific description of any equipment or hardware it needs to acquire to perform the work. This description shall indicate whether or not each particular piece of equipment or hardware will be included as part of a deliverable item under the resulting award.

In addition, this description shall identify the component, nomenclature, and configuration of the equipment or hardware that it proposes to purchase for this effort. The Government wants to have the contractor purchase the equipment or hardware for deliverable items under its contract. It will evaluate case-by-case the purchase, on a direct reimbursement basis, of special test equipment or other equipment, not included in a deliverable item will be evaluated for allow ability on a case-by-case basis. Maximum use of Government integration, test, and experiment facilities is encouraged in each of the Offeror's full proposals.

Government research facilities may be available, and shall be considered as potential GFE. These facilities and resources are of high value, and some are in constant demand by multiple programs. The use of these facilities and resources will be negotiated as the program unfolds. Offerors shall explain which of these facilities they recommend and why.

If any prototype, instrument or device that is produced during the period of performance of a funded project, one or more samples shall be delivered to DHS S&T FRG before the end of the period of performance for demonstration purposes. More specific information about the provision of a sample(s) will be incorporated in the Statement of Work.

8.3. SAFETY Act

As part of the Homeland Security Act of 2002, Congress enacted the Support Anti-Terrorism by Fostering Effective Technologies Act of 2002 (the “SAFETY Act”). The SAFETY Act puts limitations on the potential liability of firms that develop and provide qualified anti-terrorism technologies. DHS S&T, acting through its Office of SAFETY Act Implementation (OSAI), encourages the development and deployment of anti-terrorism technologies by making available the SAFETY Act’s system of “risk management” and “liability management.” Offerors submitting full proposals in response to this BAA are encouraged to submit SAFETY Act applications for their existing technologies. They are invited to contact OSAI for more information, at 1-866-788-9318 or helpdesk@safetyact.gov. They also can visit OSAI’s Web site at <https://www.safetyact.gov/>.

8.4. Export Control Considerations

International Traffic in Arms Regulations (ITAR) may apply to one or more of the topics in this BAA. Foreign nationals must meet the requirements for participation set by those regulations, if required.

8.5. Security Classification

No Classified Project Description Forms or Full Proposals (or portions of full proposals) will be accepted.

8.6. Information for Full Proposal Respondents

This BAA seeks to solicit sound scientific studies and techniques to address the DHS S&T objectives set forth in Section 1.3. It will not be construed as an obligation on the part of the Government to acquire any products or services. No entitlement to payment of direct or indirect costs or charges by the Government will arise as a result of submission of responses to this BAA and the Government’s use of such information. Respondents to this BAA may be requested to provide additional information based on their submittals. Unnecessarily elaborate responses containing extensive marketing materials are not desired.

8.7. Subcontracting Plan

Successful contract proposals that exceed \$700,000.00, submitted by all but small business concerns, will be required to submit a Small Business Subcontracting Plan in accordance with FAR 52.219-9, prior to award.

8.8. Reporting

The following *minimum* deliverables will be required under traditional procurement contracts or other transactions agreements awarded to those Offerors whose Full Proposals are selected for award.

Monthly Project Status Report

The report must be electronically submitted to the Contracting Officer and Contracting Officer's Representative by close of business on the last Friday of each month. If the last Friday of the month falls on a holiday, the report should be submitted one day prior. At minimum, the Monthly Project Status Report shall include the following information:

Static Information (Information that does not change monthly over the project):

- Project Title
- DHS Project Control #
- Period of Performance
- Principal Investigator's Name, Telephone Number, E-mail and Unclassified/Secure Facsimile Number(s)
- Performer's Financial Contact Name and Telephone Number

Monthly Update Information to Be Provided in Bulleted or Short Narrative Format:

- Activity During the Past Reporting Period (month)
- Progress Achieved Against Deliverable(s) During Reporting Period
- Progress Achieved Against Project Milestones and Tasks During Reporting Period
- Deliverables Submitted This Period
- Milestones Reached/Achieved This Period
- Other Noteworthy Accomplishments (Meetings, Presentations, Publications, etc.)
- Topics of Concern/Slippage (Technical, Schedule and/or Cost)
- Recovery Plan (if needed)
- Explicit Plans for Next Month
- Project Budget Information (Amount Spent During Reporting Period, Cumulative Amount Spent Since Project Inception, and Amount of Funding Remaining)

The following deliverables, primarily in contractor format, are anticipated as necessary. However, specific deliverables shall be proposed by each Offeror and finalized with the contracting agent:

- Monthly Progress Status Reports
- Presentation Material
- Other Documents or Reports
- Final Report (suitable for publishing and peer review)

8.9. Certificate of Current Cost or Pricing Data

Successful contract full proposals that exceed \$700,000.00 may require the submission of a Certificate of Current Cost or Pricing Data in accordance with FAR 15.403-4(b)(2), prior to award.

In order to do business with the government, offerors should have a Defense Contract Audit Agency (DCAA) -compliant accounting system. Otherwise, a Firm Fixed Price contract will be required.

8.10. Test and Evaluation Facilities

Department of Homeland Security Science & Technology Directorate may make available appropriate test and evaluation facilities to support this program. Offerors shall provide any specific requirements needed for test and evaluation of their proposed concept in their white papers and full proposals.

8.11. Hazardous Materials

Depending on the topic, Offeror may choose to or be required to utilize hazardous materials during the course of the project development effort. If the government provides hazardous samples as part of the developmental and operational testing, information on the samples will be provided to the successful Offerors requiring such samples.

Hazardous material, as used here, includes any material defined as hazardous under the latest version of Federal Standard No. 313 (including revisions adopted during the term of the contract). If the successful Offerors choose to use their own hazardous samples, Offerors must meet the requirements for the identification and material safety as follows:

HAZARDOUS MATERIAL IDENTIFICATION AND MATERIAL SECURITY DATA

- (a) “Hazardous material,” as used in this clause, includes any material defined as hazardous under the latest version of Federal Standard No. 313 (including revisions adopted during the term of the contract).
- (b) The Offeror must list any hazardous material, as defined in paragraph (a) of this clause, to be delivered under this contract. The hazardous material shall be properly identified and include any applicable identification number, such as National Stock Number or Special Item Number. This information shall also be included on the Material Safety Data Sheet submitted under this contract.

Material (*If none, insert “None”*) Identification No.

- (c) This list must be updated during performance of the contract whenever the Contractor determines that any other material to be delivered under this contract is hazardous.
- (d) The apparently successful Offeror agrees to submit, for each item as required prior to award, a Safety Data Sheet (SDS), meeting the requirements of 29 CFR 1910.1200(g) and the latest version of Federal Standard No. 313, for all hazardous material identified

in paragraph (b) of this clause. Data shall be submitted in accordance with Federal Standard No. 313, whether or not the apparently successful Offeror is the actual manufacturer of these items. Failure to submit the SDS prior to award may result in the apparently successful Offeror being considered non-responsive and ineligible for award.

- (e) If, after award, there is a change in the composition of the item(s) or a revision to Federal Standard No. 313, which renders incomplete or inaccurate the data submitted under paragraph (d) of this clause, the Contractor shall promptly notify the Contracting Officer and resubmit the data.
- (f) Neither the requirements of this clause nor any act or failure to act by the Government shall relieve the Contractor of any responsibility or liability for the safety of Government, Contractor, or subcontractor personnel or property.
- (g) Nothing contained in this clause shall relieve the Contractor from complying with applicable Federal, State, and local laws, codes, ordinances, and regulations (including the obtaining of licenses and permits) in connection with hazardous material.
- (h) The Government's rights in data furnished under this contract with respect to hazardous material are as follows:
 - (1) To use, duplicate and disclose any data to which this clause is applicable. The purposes of this right are to—
 - (i) Apprise personnel of the hazards to which they may be exposed in using, handling, packaging, transporting, or disposing of hazardous materials;
 - (ii) Obtain medical treatment for those affected by the material; and
 - (iii) Have others use, duplicate, and disclose the data for the Government for these purposes.
 - (2) To use, duplicate, and disclose data furnished under this clause, in accordance with paragraph (h) (1) of this clause, in precedence over any other clause of this contract providing for rights in data.
 - (3) The Government is not precluded from using similar or identical data acquired from other sources.
- (i) Except as provided in paragraph (i)(2), the Contractor shall prepare and submit a sufficient number of Material Safety Data Sheets (MSDS's), meeting the requirements of 29 CFR 1910.1200(g) and the latest version of Federal Standard No. 313, for all hazardous materials identified in paragraph (b) of this clause.
 - (1) For items shipped to consignees, the Contractor shall include a copy of the MSDS's with the packing list or other suitable shipping document which accompanies each shipment. Alternatively, the Contractor is permitted to transmit MSDS's to consignees in advance of receipt of shipments by consignees, if authorized in writing by the Contracting Officer.

(2) For items shipped to consignees identified by mailing address as agency depots, distribution centers or customer supply centers, the Contractor shall provide one copy of the MSDS's in or on each shipping container. If affixed to the outside of each container, the MSDS's must be placed in a weather resistant envelope.