

The purpose of this BAA amendment is to provide clarifying information related to the WBS structure, cost summary details and cost proposal details. Amended text as highlighted.

Section IV.B.2. Proposal Preparation and Format

Volume 1 – Technical Proposal

2.6 Statement of Work (SOW) and Work Breakdown Structure (WBS)

In plain English, clearly define the technical tasks/subtasks to be performed, their durations, and dependencies among them. For each task/subtask, provide:

- A general description of the objective (for each defined task/activity);
- A detailed description of the approach to be taken to accomplish each defined task/activity);
- Identification of the primary organization responsible for task execution (prime, sub, team member, by name, etc.);
- The exit criteria for each task/activity - a product, event or milestone that defines its completion.
- Define all deliverables (reporting, data, reports, software, etc.) to be provided to the Government in support of the proposed research tasks/activities.

Note: The SOW should be developed so that each phase of the program is separately defined. Do not include any proprietary information in the SOW. Offerors should use a program work outline or Work Breakdown Structure (WBS) and common numbering system to integrate all proposal documents (i.e. SOW, WBS, Cost Proposal, etc). The SOW and cost proposal numbering should be completed to at least level 4 and in detail sufficient to highlight the significant points discussed throughout the proposal and within the WBS budget allocation using a WBS format such as:

1. Phase
 - 1.1. Major Tasks
 - 1.1.1. Major Sub-tasks
 - 1.1.1.1. Minor Sub-tasks

2.11 Cost Summaries {No Page Limit}

Provide a top level total cost estimate for the entire program broken down by phase. Note that Phase II and Phase III should be proposed as a Rough Order of Magnitude (ROM). For Phase I, provide total cost estimates broken down for each major task (to WBS level 2) by month and delineated by the primes and major subcontractors. For Phases 2 and 3 provide ROMs only by month (to WBS level 2).

Volume 2 – Cost Proposal

Detailed Cost Breakdown for Phase I

For purposes of building your **Phase I** cost proposal, assume an estimated start date of 1 April 2010. Offerors should format their cost proposals as follows. Offerors should use a program work outline or Work Breakdown Structure (WBS) and common numbering system to integrate all proposal documents. The SOW and cost proposal numbering should be completed to at least level 4 and in detail sufficient to highlight the significant points discussed throughout the proposal and within the WBS budget allocation.

Provide for Phase I: (1) total program cost broken down by major cost items (direct labor, including labor categories; subcontracts; materials; other direct costs, overhead charges, etc.); (2) major tasks, **major sub-tasks, and minor sub-tasks** by fiscal year; (3) an itemization of major subcontracts and equipment purchases; (4) an itemization of any information technology (IT) purchase; (5) a summary of projected funding requirements by month; and (6) the source, nature, and amount of any industry cost-sharing; and (7) identification of pricing assumptions of which may require incorporation into the resulting award instrument (e.g., use of Government Furnished Property/Facilities/Information, access to Government Subject Matter Expert/s, etc.).