

Amendment #1
to RFP-NIH-NIAID-DAIT-BAA-05-11
" Immune Function and Biodefense in Children, Elderly, and
Immunocompromised Populations"

Amendment to Solicitation No.:	NIH-NIAID-DAIT-BAA-05-11
Amendment No.:	1
Amendment Date:	November 4, 2004
RFP Issue Date:	October 5, 2004
Proposal Due Date:	January 19, 2005 (Changed)
Issued By:	Lawrence M. Butler Senior Contracting Officer DHHS/NIH/NIAID Contract Management Program 6700-B Rockledge Drive Room 3214, MSC 7612 Bethesda, Maryland 20892-7612
Point of Contact:	Suzanne L. Dawkins, Contract Specialist 301-451-3698 sd33r@nih.gov
Name and Address of Offeror:	To All Offerors

Offerors shall acknowledge receipt of this amendment by noting, on the face page of the original technical and business proposal, that the offer has been prepared in accordance with the original solicitation and all its amendments. Failure of the offeror to submit this acknowledgement may result in the rejection of your offer. Except as provided herein, all terms and conditions of the solicitation remain unchanged and in full force and effect.

Purpose of Amendment: I) To change the Proposal Due Date; II) To change the Secondary Point of Contact; and III) To revise Sections I, J and L of the BAA RFP.

Item I. The Due Date (Item 2, face page) for proposal receipt HAS BEEN CHANGED. The Due Date is now January 19, 2005, at 4:00 p.m.

Item II. The Secondary Point of Contact (Item 12, face page) has been changed to:

Name: Larry Butler
Phone: 301-496-0192
Fax: 301-480-4675
E-Mail: lbutler@niaid.nih.gov

Item III. The following changes are hereby made to the solicitation:

Research and Technical Objectives, Research Area 2:

Data Management System. Data from this contract shall be stored and managed at the Contractor's site in a Laboratory Management System designed and maintained by the Contractor, in consultation with the Project Officer. The Database management system shall be commercially available, documented, and supported relational database management system. The Contractor shall provide security systems, firewalls, and computer virus detection systems to be used to ensure database integrity and security. The local database at each Contractor site will contain, at a minimum: a) raw data and original results, and b) detailed experimental protocols. To ensure database integrity and interoperability, the contractor shall include bioinformatics experts in the research team. Key bioinformatics team members shall participate in the annual meetings (described below) in special sessions to define and execute standard operating procedures for data management and

analysis among the funded contracts. Additionally, during the life of the contract, the Contractor may be required to submit data to a centralized database developed and maintained through the NIAID Bioinformatics Support Contract (BISC; see <http://www.niaid.nih.gov/contract/archive2002.htm> for the most recent RFP solicitation). After contract award, the project officer and a BISC representative will work with successful offerors to develop a process for data submission to the database (more information on BISC is available at: <http://www.niaid.nih.gov/research.bisc.htm>).

Section I – CONTRACT CLAUSES is hereby revised to correct the change in ITEM numbers in this Section. The National Cancer Institute has revised its web site content, which altered ITEM numbers. The table below correlates the old and new ITEM numbers.

Section I	Old Item Number	New Item Number
	Item 34	Item 39
	Item 47	Item 52
	Item 48	Item 53
	Item 49	Item 54
	Item 50	Item 55
	Item 51	Item 56

Section J – LIST OF ATTACHMENTS - The chart on page 18 of the RFP is hereby revised to eliminate the “Technical Proposal Appendices” row.

Section L –INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS is hereby revised to correct the change in ITEM numbers in this Sections. The National Cancer Institute has revised its web site content which altered ITEM numbers. The table below correlates the old and new ITEM numbers.

Section L	Old Item Number	New Item Number
	Item 38	Item 37
	Item 50	Item 49
	Item 51	Item 50
	Item 53	Item 52
	Item 56	Item 55
	Item 58	Item 57
	Item 61	Item 60
	Item 67	Item 66
	Item 69	Item 68

Listed below are the revised SECTION I – CONTRACT CLAUSES, SECTION J – PACKAGING/DELIVERY/ ELECTRONIC SUBMISSION OF THE PROPOSAL, AND SECTION L – INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS.

All other provisions of this solicitation are unchanged.

PART II – CONTRACT CLAUSES

SECTION I - CONTRACT CLAUSES

THE FOLLOWING PAGES CONTAIN A LISTING(S) OF CLAUSES WHICH WILL BE APPLICABLE TO MOST CONTRACTS RESULTING FROM THIS RFP. HOWEVER, THE ORGANIZATIONAL STRUCTURE OF THE SUCCESSFUL OFFEROR(S) WILL DETERMINE THE SPECIFIC GENERAL CLAUSES LISTING TO BE CONTAINED IN THE CONTRACT(S) AWARDED FROM THIS RFP.

ARTICLE I.1. GENERAL CLAUSES

The complete listing of these clauses may be accessed at: <http://rcb.cancer.gov/rcb-internet/clauses/clauses.html>

The following General Clause Listing will be applicable to most contracts resulting from this RFP. However, the organizational structure of the successful offeror(s) will determine the specific General Clause Listing to be contained in the contract(s) awarded from this RFP:

General Clauses for a Cost-Reimbursement Research and Development Contract

ARTICLE I.2. AUTHORIZED SUBSTITUTIONS OF CLAUSES

ITEM 9: **Alternate II** (OCTOBER 2001) of FAR Clause **52.219-9, Small Business Subcontracting Plan** (JANUARY 2002) is added.

See I.2 Authorized Substitutions of Clauses of SECTION I at <http://rcb.cancer.gov/rcb-internet/wkf/sectioni.pdf> for the general listing of Authorized Substitutions of Clauses.

ARTICLE I.3. ADDITIONAL CONTRACT CLAUSES

ITEM 39: FAR Clause **52.219-23, Notice of Price Evaluation Adjustment for Small Disadvantaged Business Concerns** (JUNE 2003), is applicable to this solicitation as follows:

“(b) Evaluation adjustment. (1) The Contracting Officer will evaluate offers by adding a factor of 10 percent to the price of all offers, except--...”

Offerors will be evaluated by adding a factor of 10 percent to the price of all offers, except offers from disadvantaged business concerns that have not waived the adjustment.

ITEM 52: FAR Clause **52.227-16, Additional Data Requirements** (JUNE 1987), is applicable to this solicitation.

ITEM 53: FAR Clause **52.227-17, Rights in Data--Special Works** (JUNE 1987), is applicable to this solicitation.

ITEM 54: FAR Clause **52.227-18, Rights in Data--Existing Works** (JUNE 1987), is applicable to this solicitation.

ITEM 55: FAR Clause **52.227-19, Commercial Computer Software--Restricted Rights** (JUNE 1987), is applicable to this solicitation.

ITEM 56: FAR Clause **52.227-23, Rights to Proposal Data (Technical)** (JUNE 1987), is applicable to this solicitation.

Excluded pages from the proposal dated *, are identified as follows:

*Information to be determined during negotiations.

See I.3 Additional Contract Clauses of SECTION I at <http://rcb.cancer.gov/rcb-internet/wkf/sectioni.pdf> for the general listing of Additional Contract Clauses.

ARTICLE I.4. ADDITIONAL FAR CONTRACT CLAUSES INCLUDED IN FULL TEXT:

No additional or supplemental Additional FAR Contract Clauses Included in Full Text are applicable to this solicitation. See I.4. Additional FAR Contract Clauses Included in Full Text of SECTION I at <http://rcb.cancer.gov/rcb-internet/wkf/sectioni.pdf> for the general listing of Additional FAR Contract Clauses Included in Full Text.

PART III - LIST OF DOCUMENTS, EXHIBITS AND OTHER ATTACHMENTS

SECTION J - LIST OF ATTACHMENTS

PACKAGING/DELIVERY/ELECTRONIC SUBMISSION OF THE PROPOSAL

Please refer to <http://www.niaid.nih.gov/contract/eproposal.htm> for delivery instructions for the submission of both PAPER and ELECTRONIC COPIES of your proposal.

SECTION L - INSTRUCTIONS, CONDITIONS, AND NOTICES TO OFFERORS

The following information is specific to this solicitation and is provided to supplement and/or complete the associated ITEMS presented at the SECTION L website at <http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf>

I. GENERAL INFORMATION

ITEM 2: Alternate I, of FAR Clause 52.215-1, INSTRUCTIONS TO OFFERORS-COMPETITIVE ACQUISITION, is applicable to this solicitation.

ITEM 9: NAICS CODE AND SIZE STANDARD

Note: The following information is to be used by the offeror in preparing its Representations and Certifications (See Section K of this RFP), specifically in completing the provision entitled, **SMALL BUSINESS PROGRAM REPRESENTATION**, FAR Clause 52.219-1.

(1) The NAICS Code is 541710.

(2) The small business size standard is 500 Employees.

ITEM 11: NOTICE OF PRICE EVALUATION ADJUSTMENT FOR SMALL DISADVANTAGED BUSINESS CONCERNS

ITEM 12: TYPE OF CONTRACT AND NUMBER OF AWARD(S)

It is anticipated that MULTIPLE AWARD(S) will be made from this solicitation and that the award(s) will be made on or about September 30, 2005.

It is anticipated that the award(s) from this solicitation will be a multiple-year COST REIMBURSEMENT type COMPLETION contract with a Period Of Five (5) YEARS, and that incremental funding will be used [see Section L, PART IV - Business Proposal Instructions].

ITEM 17: COMPARATIVE IMPORTANCE OF PROPOSALS

You are advised that paramount consideration shall be given to the evaluation of technical proposals. All evaluation factors other than cost or price, when combined, are significantly more important than cost or price. The relative importance of the evaluation factors is specified in SECTION M of this solicitation. However, the Government reserves the right to make an award to the best advantage of the Government, cost and other factors considered.

ITEM 21: LATE PROPOSALS AND REVISIONS, HHSAR 352.215-70, is applicable to this solicitation.

II. GENERAL INSTRUCTIONS

ITEM 24: Potential Award Without Discussions, is applicable to this solicitation.

ITEM 27: Care of Live Vertebrate Animals, is applicable to this solicitation.

ITEM 28: Possession, Use and Transfer of Select Biological Agents or Toxins, is applicable to this solicitation.

ITEM 30: Sharing Research Data, is applicable to this solicitation.

ITEM 31: Sharing of Model Organisms for Biomedical Research, is applicable to this solicitation.

ITEM 34: Small Business Subcontracting Plan, is applicable to this solicitation and the following information is provided to supplement this item to assist in proposal preparation:

Identified below are the DHHS subcontracting goals. Offerors are encouraged to the greatest extent possible to identify subcontract dollars to these types of businesses.

23% for Small Business; 5% for Small Disadvantaged Business; 3% for Women-Owned Small Business; 5% for HUBZone Small Business; and 3% for Veteran-Owned Small Business and Service-Disabled Veteran-Owned Small Business.

ITEM 36: Extent of Small Disadvantaged Business Participation, is applicable to this solicitation.

ITEM 37: Salary Rate Limitation in Fiscal Year 2005, is applicable to this solicitation.

ITEM 49: Prohibition on Contractor Involvement with Terrorist Activities, is applicable to this solicitation.

ITEM 50: Solicitation Provisions Incorporated by Reference: The following provisions are applicable to this solicitation.

Submission of Offers in the English Language, FAR Clause 52.214-34, (April 1991).

Submission of Offers in U.S. Currency, FAR Clause 52.214-35, (April 1991).

Facilities Capital Cost of Money, FAR Clause 52.215-16, (October 1997).

Order of Precedence-Uniform Contract Format, FAR Clause 52.215-8, (October 1997).

Preaward On-Site Equal Opportunity Compliance Evaluation, (Over \$10,000,000), FAR Clause 52.222-24, (February 1999).

III. TECHNICAL PROPOSAL INSTRUCTIONS

ITEM 52: Project Objectives, NIH-1688-1, is applicable to this solicitation.

ITEM 55: Information Technology Systems Security, is applicable to this solicitation and the following information is provided to supplement this item to assist in proposal preparation.

(a) Sensitivity and Security Level Designations.

The Statement of Work require the successful offeror to develop or access a Federal Automated Information System (AIS). Based upon the security guidelines contained in the *Department of Health and Human Services (DHHS) Automated Information Systems Security Program (AISSP) Handbook*, the Government has determined that the following apply:

(1) Category of Safeguarded Information

The safeguarded agency information that the successful offeror will develop or access is categorized as:

- Non Sensitive Information
 Sensitive Information
 Classified Information:
 Confidential Secret Top Secret Special Access

(2) Security Level Designations

The information that the successful offeror will develop or access is designated as follows:

- Level 1 applies to the sensitivity of the data.
 Level 1 applies to the operational criticality of the data.

The overall Security Level designation for this requirement is Level 1C.

(3) Position Sensitivity Designations

Prior to award, the Government will determine the position sensitivity designation for each contractor employee that the successful offeror proposes to work under the contract. For proposal preparation purposes, the following designations apply:
 Level 6C: Sensitive - High Risk (Requires Suitability Determination with a BI).

- Contractor employees assigned to a Level 6C position are subject to a Background Investigation (BI).
- [] Level 5C: Sensitive - Moderate Risk (Requires Suitability Determination with NACIC).
Contractor employees assigned to a Level 5C position with no previous investigation and approval shall undergo a National Agency Check and Inquiry Investigation plus a Credit Check (NACIC), or possibly a Limited Background Investigation (LBI).
 - [] Level 4C: Classified (Requires Special Access Clearance with an SSBI).
Contractor employees assigned to a Level 4C position are subject to a Single Scope Background Investigation (SSBI).
 - [] Level 3C: Classified (Requires Top Secret Clearance with an SSBI).
Contractor employees assigned to a Level 3C position are subject to a Single Scope Background Investigation (SSBI).
 - [] Level 2C: Classified (Requires Confidential or Secret Clearance with an LBI).
Contractor employees assigned to a Level 2C position shall undergo a Limited Background Investigation (LBI).
 - [X] Level 1C: Non Sensitive (Requires Suitability Determination with an NACI).
Contractor employees assigned to a Level 1C position are subject to a National Agency Check and Inquiry Investigation (NACI).

Contractor employees who have met investigative requirements within the past five years may only require an updated or upgraded investigation.

(b) Information Technology (IT) System Security Program

The offeror's proposal must:

- (1) Include a detailed outline (commensurate with the size and complexity of the requirements of the) of its present and proposed IT systems security program;
- (2) Demonstrate that it complies with the AISSP security requirements, the Computer Security Act of 1987; Office of Management and Budget (OMB) Circular A-130, Appendix III, "Security of Federal Automated Information Systems;" and the DHHS AISSP Handbook.

At a minimum, the offeror's proposed information technology systems security program must address the minimum requirements of a Security Level 1C identified in the DHHS AISSP Handbook, Exhibit III-A, Matrix of Minimum Security Safeguards.

- (3) Include an acknowledgment of its understanding of the security requirements.
- (4) Provide similar information for any proposed subcontractor developing or accessing an AIS.

(c) Required Training for IT Systems Security

DHHS policy requires that contractors receive security training commensurate with their responsibilities for performing work under the terms and conditions of their contractual agreements.

The successful offeror will be responsible for assuring that each contractor employee has completed the following NIH Computer Security Awareness Training course prior to performing any contract work: <http://irtsectraining.nih.gov/>. The contractor will be required to maintain a listing of all individuals who have completed this training and submit this listing to the Government.

Additional security training requirements commensurate with the position may be required as defined in OMB Circular A-130 or NIST Special Publication 800-16, "Information Technology Security Training Requirements." These documents provide information about IT security training that may be useful to potential offerors.

(d) Prospective Offeror Non-Disclosure Agreement

The Government has determined that prospective offerors will require access to sensitive information described below in order to prepare an offer.

Any individual having access to this information must possess a valid and current suitability determination at the following level:

- Level 6C: Sensitive - High Risk
- Level 5C: Sensitive - Moderate Risk

To be considered for access to this sensitive information, a prospective offeror must:

- (1) Submit a written request to the Contracting Officer identified in the solicitation;
- (2) Complete and submit the "Prospective Offeror Non-Disclosure Agreement" provided as an attachment in Section J of this solicitation; and
- (3) Receive written approval from the Contracting Officer.

Prospective offerors are required to process their requests for access, receive Government approval, and then access the sensitive information within the period of time provided in the solicitation for the preparation of offers.

Nothing in this provision shall be construed, in any manner, by a prospective offeror as an extension to the stated date, time, and location in the solicitation for the submission of offers.

(e) References

The following documents are electronically accessible:

- (1) OMB Circular A-130, Appendix III: <http://csrc.ncsl.nist.gov/secplcy/a130app3.txt>
- (2) DHHS AISSP Handbook: <http://irm.cit.nih.gov/policy/aissp.html>
- (3) DHHS Personnel Security/Suitability Handbook: <http://www.hhs.gov/ohr/manual/pssh.pdf>
- (4) NIH Applications/Systems Security Template: <http://cit.nih.gov/security/secplantemp.html>
- (4) NIST Special Publication 800-16, "Information Technology Security Training Requirements:"
<http://csrc.nist.gov/publications/nistpubs/800-16/800-16.pdf>
- (5) NIH CIT-Policies, Guidelines and Regulations:

Table 1 - Categories of Safeguarded Agency Information: <http://irm.cit.nih.gov/security/table1.htm>

Table 2 - Security Level Designations for Agency Information:
<http://irm.cit.nih.gov/security/table2.htm>

Table 3 - Positions Sensitivity Designations for Individuals Accessing Agency Information:
<http://irm.cit.nih.gov/security/table3.htm>

IV. BUSINESS PROPOSAL INSTRUCTIONS

ITEM 57: Proposal Cover Sheet, is applicable to this solicitation.

ITEM 60: Cost and Pricing Data is applicable to this solicitation.

Subparagraph 3. Formats for Submission of Line Item Summaries:

[X] The format specified in SECTION L at <http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf> is applicable to this solicitation.

The following format shall be used in lieu of the one specified in SECTION L at <http://rcb.cancer.gov/rcb-internet/wkf/sectionl.pdf> :*

** (Specify format) **

*It is noted that the format specified above is also applicable to Alternate I, of FAR Clause 52.215-20, Requirements for Cost or Pricing Data or Information Other Than Cost or Pricing Data.

ITEM 66: Incremental Funding, is applicable to this solicitation.

ITEM 68: Certification of Visa's for Non-U.S. Citizens, is applicable to this solicitation.

END OF AMENDMENT 1 TO RFP NIH-NIAID-DAIT-BAA-05-11