

PENNSSTATE

A Manufacturing Technology Center of Excellence



Electro-Optics Center

Alliance Members Projects / Awards

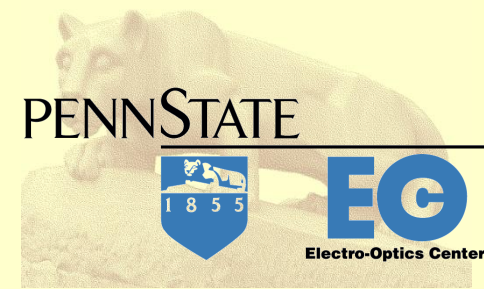
“Getting through the Process” 20 August 2009

David Hershey, ONR

Sally Cord, EOC



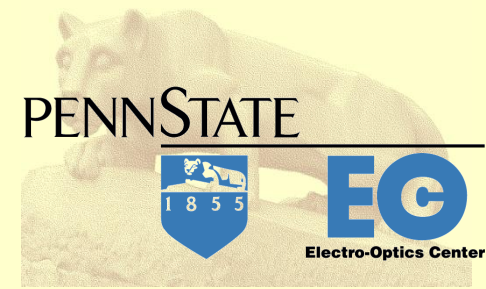
Agenda



- Three Step Award Process
- Request for Proposal
- Technical Proposal
- Cost Proposal
- Full vice Partial Disclosed Proposals
- PSU Review and Analysis
- ONR Review, Analysis and Approval



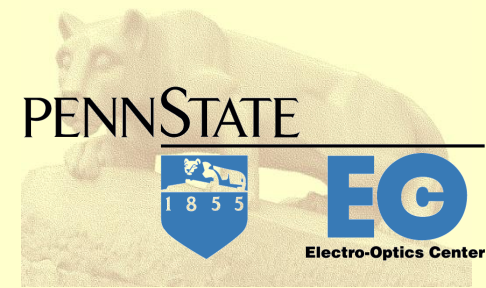
Project Award Process



- Projects initiated via a 3-step process
 - Step 1 – at the conclusion of the Issue Sheet coordination and state-of-the-art/market information exchange between EOC and ONR Program Office, the EOC will coordinate development of a Program Planning document with teaming partners and Navy points of contacts approved by the ONR Program Office. The Navy will then issue a Project Development Request (PDR).



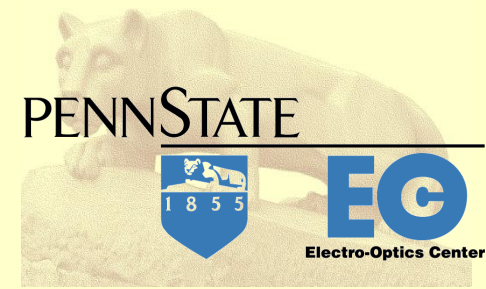
Project Award Process



- Step 2 – PSU EOC will submit a program plan to the Navy for approval. Program plan should include: objectives, benefits, schedules, costs, and technology transition and deployment strategies. PSU EOC shall also develop performance incentives for all subcontracted projects based on the Prime Contract Award Fee Plan criteria for Navy review and approval.



Project Award Process

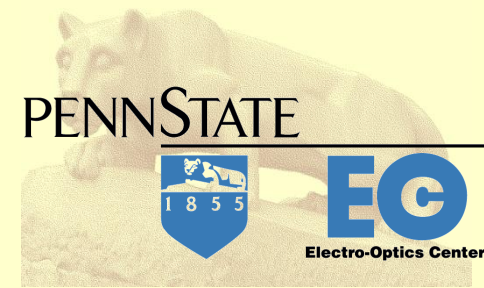


- Step 3 – Program Plan approved by ONR Program Office, reviewed, analyzed and negotiated by ONR Contracts Office. Upon receipt of all required technical and cost requirements, award of a delivery order for performance of the approved project plan.



PSU EOC

Project Award Process

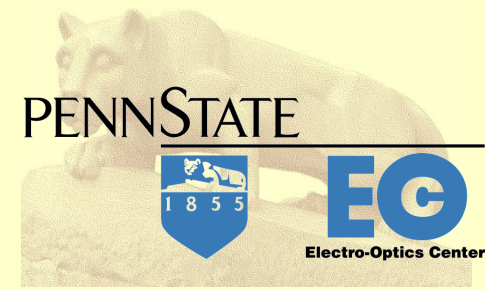


- Generally a 2-step process.
 - Call for White Paper released from Director's office to the Electro-Optic's Alliance Members. Technical Review and downselect by review panel.
 - Formal Request for Proposal sent to selected Alliance Members.
- Sole source awards may be issued for follow-on or phased efforts.



Call for White Paper

What are we looking for?



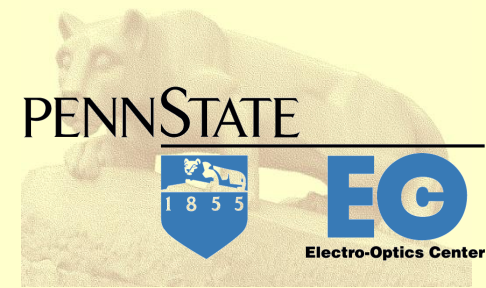
A technical review panel will review all white papers for responsiveness as measured by the criteria below:

- Technical approach/technical capabilities
- Degree to which the proposed solution meets the specifications
- Schedule and deliverables
- Past performance and experience
- Anticipated cost
- Production schedule



Request for Proposal (RFP)

What are we looking for?



General

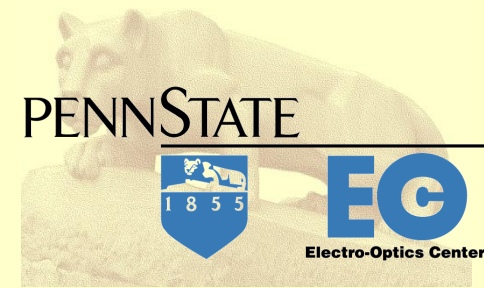
- **Proper Proprietary Legend**
- **Four (4) copies (distribution purposes)**
- **Proposal Validity**

- **Technical Proposal**
 - **Proposed Approach**
 - **SOW compliance checklist**
 - **Options**
 - **Key Personnel**
 - **Facilities**
 - **Government Equipment**



Request for Proposal (RFP)

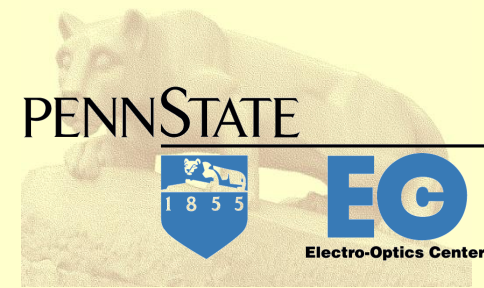
What are we looking for?



- **Cost Proposal**
- **Breakdown of Cost**
 - Task Level
 - Direct/Indirect
 - Cost Summary
 - Spend Plan
- **Equipment/Material cost with backup**
- **Travel costs – destinations, # of people, purpose, backup for airline/car.**
- **Lower tier subcontractors/suppliers**
- **Escalation**
- **FPRA/approved rates**



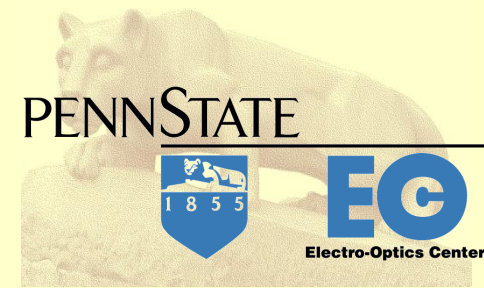
Why so much detail?



- As part of the 3 step process, Penn State EOC must perform a Technical Evaluation Cost/Price Analysis and submit these documents to the ONR for approval.
- ONR reviews/approves . . . The Government requires a complete analysis of all contracting dollars. **Any evaluation EOC cannot perform will be performed by the Government.**



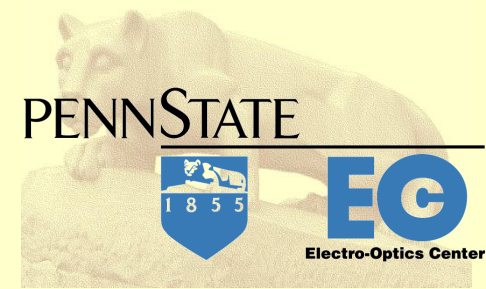
Subcontract Proposal



- 2 methods for submittals
 - Fully disclosed proposal to PSU EOC
 - Partially disclosed proposal to PSU EOC and fully disclosed proposal to ONR.
- Points of Interest
 - Per Prime Contract, PSU EOC acts as an independent advisor (honest broker) to the government.
 - PSU EOC has a full contract staff.



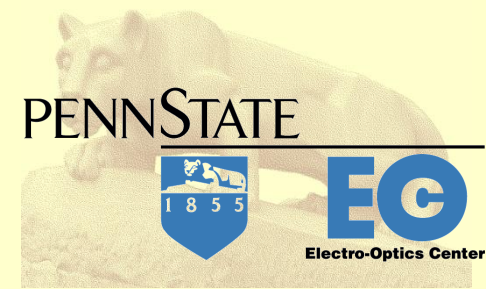
Subcontract Proposal



- Fully disclosed proposals to PSU EOC.
 - PSU EOC performs full and complete technical and cost analysis and integrates in PSU EOC proposed project plan submitted to ONR.
 - Review and approval time reduced because there is not duplication of effort, i.e., two independent reviews (EOC Contracts and ONR Contracts).



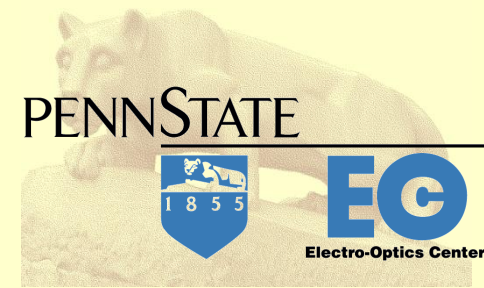
Subcontract Proposal



- Partially disclosed proposal to PSU EOC and fully disclosed proposal to ONR.
 - Both entities must perform a cost realism and/or cost analysis review.
 - Both entities must perform a technical review.
 - Independent reviews require additional time prior to award of delivery order.



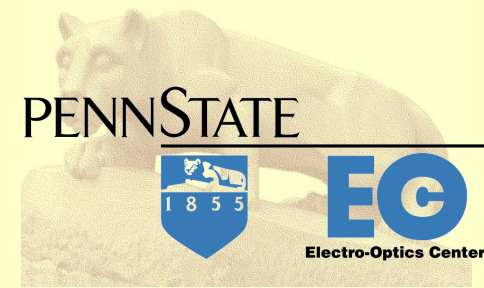
PSU EOC Review/Analysis Process



- Cost/Price Analysis – “Reasonable Cost to the Government”
 - Labor Costs (Hours, labor categories, approved rates, etc.)
 - Indirect Costs (OH, G&A, Fringe, approved rates)
 - Materials, Supplies and Equipment
 - Travel
 - Lower-tier Subcontractor/Consultant Costs



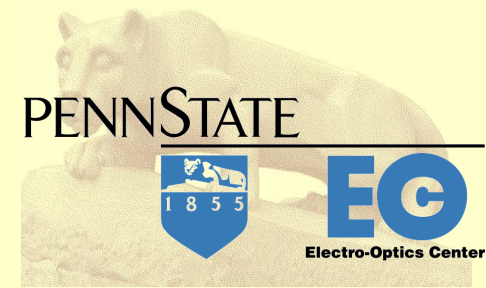
PSU EOC Review/Analysis Process



- Technical Evaluation – “Reasonable and Necessary for the Program”
 - Labor hours and Labor mix including subcontractors, consultants, etc.
 - Material and Equipment – quantities, type, need for the program.
 - Travel – Number trips, individuals, reasonableness, need for the program.
 - Subcontractors – Services, benefit, etc..



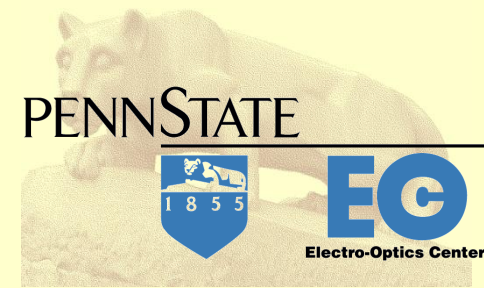
ONR Review/Approval Process



- Technical Review, to include any data rights, and additional clauses.
- Direct Labor / Indirect Rates
- Material, Travel, ODC's
- Special Tooling, Equipment
- Lower Tier Subcontractors/Consultants



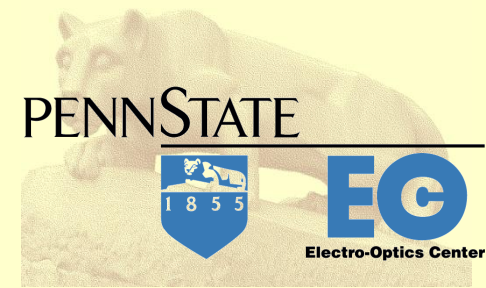
What can you do to speed up the process?



- Read the RFP thoroughly.
- Address any questions with the PSU EOC prior to proposal submittal.
- Prepare a complete and accurate technical and cost proposal.
- Include all required documents.
- Submit a fully disclosed proposal to PSU EOC.



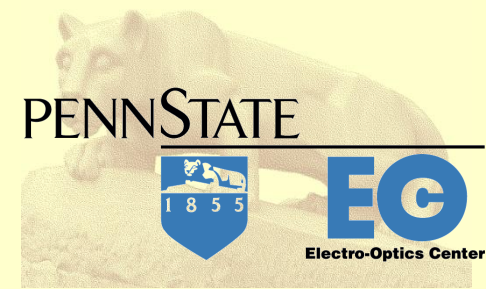
Handouts



- Sample Subcontractor Proposal Compliance Checklist
- Sample Penn State EOC Cost/Price Analysis Guidelines



QUESTIONS?



Questions can be emailed to scord@eoc.psu.edu

