

**NATIONAL SECURITY AGENCY
FORT GEORGE G. MEADE, MARYLAND**



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BROAD AGENCY ANNOUNCEMENT (BAA)

FOR

**HISTORICALLY BLACK COLLEGES AND UNIVERSITIES (HBCU) AND
MINORITY INSTITUTIONS (MI) PROGRAM (HBCU/MI)**

FY 2006

(U) BROAD AGENCY ANNOUNCEMENT (BAA)

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CFDA # 12.901

SECTION I - EXECUTIVE SUMMARY

1.1 GENERAL INFORMATION

This Broad Agency Announcement (BAA) sets forth research areas of interest to the National Security Agency (NSA). This BAA is issued under Section 6.102 (d) (2) of the Federal Acquisition Regulation (FAR), and under Section 22.315 of the Department of Defense Grant and Agreement Regulations (DoDGARs), which provides for the competitive selection of basic research proposals. BAAs may be used by Agencies to fulfill their requirements for scientific study and experimentation directed toward advancing the state of the art or increasing knowledge or understanding, rather than focusing on a specific system or hardware solution. Proposals submitted in response to this BAA that are selected for award are considered to be the result of competition in compliance with the provision of Public Law 98-369, "The Competition in Contracting Act of 1984" and subsequent amendments and in accordance with 10 U.S.C. 2361 and 32 C.F.R. Sections 22.315 and 22.325. Any resultant awards will be subject to the Catalogue of Federal Domestic Assistance (CFDA) 12.901 Mathematical Sciences Grant Program and 12.902 Information Security Grant Program.

The National Security Agency's HBCU/MI Program is soliciting proposals for grants or contracts in the areas of Information Security, Intelligence and Signals Analysis, Innovative Languages and activities relative to Computer Science, Technology, Engineering and Mathematics. The objective is to promote the advancement of research in the aforementioned areas and to increase HBCU/MI participation in Agency programs. This BAA is a set-aside for Historically Black Colleges and Universities and Minority Institutions in accordance with Defense Federal Acquisition Regulation Supplement 226.7003-2, 235.016 and 32 C.F.R. Section 22.325.

1.2 SCHEDULE:

Proposals shall be due no later than 45 days after issuance of the BAA. The closing date is 28 January 2006. Proposal evaluations are expected to conclude 28 February 2006.

1.3 FUNDING OPPORTUNITY DESCRIPTION

The National Security Agency's (NSA) HBCU/MI Program is soliciting proposals for grants or contracts to promote student participation and offer an opportunity for educational institutions to compete for a partnership with NSA in the advancement of research in the following areas: Information Security, Intelligence and Signals Analysis, Innovative Languages and other activities relative to Computer Science, Technology, Engineering and Mathematics. The areas listed above are only offered as possible topics and are not all inclusive of possible topics. This program will offer students an opportunity to participate in research activities, helping them to gain the skills necessary for work in the intelligence community.

1.3.1 RESEARCH IN THE AREAS OF INFORMATION SECURITY, INTELLIGENCE AND SIGNALS ANALYSIS, OR INNOVATIVE LANGUAGES

The NSA HBCU/MI Program is looking for research and education programs in the areas of information security, intelligence and signals analysis, or innovative languages of importance to national security and the preparation of undergraduate students for both graduate study in and careers in these fields.

1.3.2 RESEARCH IN THE AREA OF STEM ACTIVITIES, RELATIVE TO COMPUTER SCIENCE, TECHNOLOGY, ENGINEERING AND MATHEMATICS

The NSA HBCU/MI Program is seeking initiatives in the advancement of research in the areas of computer science, technology, engineering and mathematics. Initiatives should be of importance to national security and the preparation of undergraduate computer science and engineering majors for both graduate study in computer science and engineering and careers in these disciplines. Proposals should include significant student participation. Research

activities should be designed to help students obtain skills in advanced technology that are essential to graduate studies and career fields.

SECTION II - AWARD INFORMATION

2.0 AWARD TYPES AND FUNDING LEVELS

Awards made as a result of this BAA will be in the form of Grants or Contracts. Offerors shall specify the type of award requested.

Funding for this BAA and anticipated awards will start in the first quarter of FY06 (this date is approximate). Individual awards should not exceed twelve months in duration. However, offerors may include up to three optional periods for continuation of the proposed effort. Each option period shall not exceed 12 months in duration. Offerors shall state in their proposal the expected period of performance in terms of specific months (1 to 12 months plus the number of additional optional months, if proposed). Total funding for this BAA is \$2,008,000.00.

If additional funds become available at a later date the Government reserves the right to fund any selectable proposal up to 12-months after the proposal submission date. Such funding of selectable proposals may require the Government to request specific modifications to the technical proposal and to enter into negotiations to resolve any issues and related adjustments to the cost proposal. Stage 3 of this procurement process ends with the expiration of this extended funding period, 12-months after the proposal submission date.

Because each proposal is unique, the Contracting Officer may select one or more individual proposals for negotiation. Only the Contracting Officer shall make the determination to conduct negotiations with an individual Offeror. Selection of one or more proposals for negotiation will not obligate the Government to enter into negotiations with any other Offeror. The Government reserves the right to reject all offers, to make partial grants or awards, and to award one or more grants or contracts on a particular subject matter.”

There are no specific restrictions to the number of awards or the amount of any award. Awardees should expect awards to range from \$10,000.00 to \$225,000.00.

2.1 GRANTS, COOPERATIVE AGREEMENTS AND PROCUREMENT CONTRACTS

As defined in the Department of Defense (DoD) Grant and Agreement Regulations, DoD 3210.6-R, a grant is “A legal instrument which, consistent with 31 U.S.C. 6304, is used to enter into a relationship:

(a) Of which the principal purpose is to transfer a thing of value to the recipient to carry out a public purpose of support or stimulation authorized by a law of the United States, rather than to acquire property or services for the Department of Defense’s direct benefit or use.

(b) In which substantial involvement is not expected between the DoD and the recipient when carrying out the activity contemplated by the grant.”

The DoD Grant and Agreement Regulations defines a cooperative agreement as “A legal instrument which, consistent with 31 U.S.C. 6305, is used to enter into the same kind of relationship as a grant, except that substantial involvement is expected between the Department of Defense and the recipient when carrying out the activity contemplated by the cooperative agreement.”

Title 32 Section 21.670 of the Code of Federal Regulations defines a procurement contract as “a legal instrument which, consistent with 31 U.S.C. 6303, reflects a relationship between the Federal Government and a State, a local government, or other recipient when the principal purpose of the instrument is to acquire property or services for the direct benefit or use of the Federal Government.

2.1.1 THE AGENCY MAY BE INVOLVED IN THE FOLLOWING ACTIVITIES:

1. Assisting the Awardee in processing summer institute applications. This may include receiving and evaluating applications, as well as selecting and notifying institute participants. The Agency may also assist the institute in arranging for co-leaders and speakers.
2. Assisting the Awardee in providing advertisement and evaluation of the institute. This may include mailings, posting on the NSA external website, collecting evaluation forms from participants, and

communicating feedback from these evaluations.

SECTION III - ELIGIBILITY REQUIREMENTS

3.1 ELIGIBLE APPLICANTS

As part of the project, Principal Investigators (PIs) of each project will be assigned a Project Manager and Government Program Managers (GPM) who will also visit and perform project site reviews of work competed for. The following is a list of eligible participants:

Historically Black Colleges and Universities (HBCUs) (Ref. 32 CFR 22.105)

Minority Institutions (MIs) (Ref. 32 CFR 22.105)

Tribal Colleges or Universities (TCUs) (Ref. Executive Order 13270)

Hispanic Serving Institutions (HSIs)

3.2 COST SHARING OR MATCHING

There are no requirements for Cost Sharing or Matching arrangements.

3.3 OTHER REQUIREMENTS

3.3.1 CENTRAL CONTRACTOR REGISTRATION (CCR)

CCR is a single repository for contract data and is updated annually by registrants. The Defense Finance and Accounting, and Director, Defense Procurement, has required all contractors to be registered in the CCR to receive solicitations, awards, or payment. To register in the CCR, you may use any one of the following methods: (1) mail a completed application to the Department of Defense, Central Contractor Registration Assistance Center, telephone: 1-888-CCR-2423; (2) input directly to the CCR through the internet at: www.ccr.gov.

Should you need additional information, send E-mail to dodedi@acq.osd.mil or visit their home page at www.ccr.gov. The DOD has established a goal of registering an applicant in the CCR database within 48 hours after receipt of a complete and accurate application via the internet. However, registration of an applicant submitting an application through a method

other than the Internet may take up to 30 days.

3.3.2 REQUIRED ACQUISITION RESOURCE CENTER (ARC) REGISTRATION

(a) Definitions. As used in this clause -

- (1) "Acquisition Resource Center (ARC) Business Registry" means the primary Maryland Procurement Office (MPO) repository for contractor information required for the conduct of business with MPO.
- (2) "Registered in the ARC Business Registry" means that all mandatory information is included in the ARC Business Registry.

(b) (1) By submission of an offer, the offeror acknowledges the requirement that a prospective awardee must be registered in the ARC Business Registry prior to award, during performance, and through payment of any contract resulting from this solicitation.

(2) Lack of registration in the ARC Business Registry shall make an offeror ineligible for award.

(3) MPO established a goal of registering all contractors in the ARC Business Registry to provide a market research tool and to facilitate communication between the MPO and the contractor community. Offerors that are not already registered in the ARC should apply for registration immediately upon receipt of this solicitation.

(c) The Contractor is responsible for the accuracy and completeness of the data within the ARC, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. The Contractor agrees to periodically update information when previously provided information changes. To remain registered in the ARC Business Registry after the initial registration, the Contractor is required to confirm annually on or before the anniversary of the initial registration that the information is accurate and complete.

(d) Offerors that are not already registered in the ARC Business Registry shall register via the Internet at: <http://www.nsaarc.net/>
(End of Clause)

3.3.3 PROPOSAL SUBMISSIONS

There are no limits on the number of proposals which may be submitted pertaining to institution, individual investigator/program director, or both.

3.3.4 DEBARMENT

Any entity/individual listed as a party excluded from federal procurement and non-procurement programs shall not be eligible for award. Reference 32 CFR Part 25.

SECTION IV - APPLICATION AND SUBMISSION INFORMATION

4.1. WAYS TO SUBMIT A PROPOSAL

ELECTRONIC PROPOSAL SUBMISSION

Offerors are strongly encouraged to utilize e-mail and submit proposals electronically to the following individual:

Contracting Specialist: David R. Morrison
E-mail: drmorr3@nsa.gov Phone: (301) 688-1541

HARDCOPY PROPOSAL SUBMISSION

For those who choose not to use e-mail, submissions shall be mailed to the following address when using the U.S. Postal Service or other express mail service (i.e., Federal Express, DHL, etc.):

Maryland Procurement Office
Suite 6508, DA331 (DRM)
9800 Savage Road
Fort George G. Meade 20755-6508

Hand carried proposal submission will not be accepted.

4.2 SUBMISSION DATE AND TIME

- 4.3 Proposals shall be due not later than 45 days after issuance of the BAA. The closing date is **28 January 2006 at 4:30 P.M. EST.** Proposals received after this deadline will be considered late and shall not be evaluated.

Acknowledgement of receipt of proposals will be provided via e-mail.

4.4 FUNDING RESTRICTIONS

- (a) Pre-Award Costs will not be allowed for any resultant award.
- (b) There are no other funding restrictions.

4.5 CERTIFICATIONS AND REPRESENTATIONS

The Government's required Certifications and Representations, as listed below, are attachments to this BAA. By signing and submitting a proposal, the prospective participant acknowledges acceptance of the terms and conditions of the attachments.

- (a) Military Recruiting on Campus
- (b) Debarment and Suspension
- (c) Drug Free Workplace
- (d) Lobbying

The BAA will also include, by reference, matters discussed in Appendix C to 32 C.F.R. part 22, including: Compliance with Standards for Financial Management Systems, 32 C.F.R. 32.21; Payments 32 C.F.R. 32.22; Allowable Costs, 32 C.F.R. 32.27 and 32.28; Program Income, 32 C.F.R. 32.24; Revision of Budget/Program Plans, 32 C.F.R. 32.25; Audits, 32 C.F.R. 32.26; Property, 32 C.F.R. 32.30 through 32.37; Reports, 32 C.F.R. 32.51 through 32.52; Records, 32 C.F.R. 32.53; Termination and Enforcement, 32 C.F.R. 32.61 and 32.62; Disputes, claims and appeals, 32 C.F.R. 22.815; and After award requirements, 32 C.F.R. 32.71 through 32.73. The BAA will also include compliance with the Metric Conversion Act of 1975, as Amended by the Omnibus Trade and Competitiveness Act of 1988 (15 U.S.C. 2050 and implemented by E.O. 12770 (3 C.F.R., 1991 Comp, p. 343, 32 C.F.R. 22.530.

4.5 PROPOSAL ORGANIZATION

This section specifies the instructions for the HBCU/MI Program proposal preparation to ensure a consistent sequence and content of information, and to ensure that all proposals set forth full and sufficient information to facilitate timely and complete evaluation. The proposals will not be returned to the Offerors and will be handled in accordance with the procedures in FAR 15.207 and 3.104-4. Offerors shall mark their proposals indicating proprietary information.

4.5.1 PROPOSAL COPIES AND LENGTH

(a) Six (6) copies of each document shall be provided.

(b) The Offeror's proposal shall not exceed the following page limits. Page limits exclude the covers, title pages, table of contents, and appendices. Additional pages will not be read or evaluated in any way by the evaluators. The Offeror is urged to minimize unnecessary elements and to seek brevity where it does not sacrifice completeness. Figures, diagrams, charts, and tables will not be included in the page count.

Technical Proposal: no more than 20 pages

Cost Proposal: no limit

4.5.2 DOCUMENT AND SECTION COMPLETENESS

Each document and major section within each document shall stand alone and shall contain all information necessary to evaluate that portion of the response, including complete coverage of and responses to relevant BAA instructions. Appendices will be treated as auxiliary information that may be read at the option of the evaluator; therefore, the ability to evaluate a section must not depend upon the content of appendices. A brief description of the contents of these sections is provided in these proposal preparation instructions.

4.6 TECHNICAL PROPOSAL

Proposals must adequately describe the technical objectives and approaches, cost support of any students, and requested expenditures for equipment, all of which will be evaluated by technical reviewers in accordance

with the evaluation criteria and selection process.

4.6.1 TECHNICAL PROPOSAL FORMAT

The technical proposal and program proposal shall include a title page with the following information:

- a. BAA Number
- b. Name of Offeror
- c. Area of Interest
- d. Proposal Title
- e. Technical Point of Contact including: name, telephone number, electronic mail address, fax number, and mailing address
- f. Description of Institutions:
 - Historically Black Colleges or Universities (HBCU)
 - Minority Institutions (MI)
 - Tribal Colleges or Universities (TSU)
 - Hispanic Serving Institutions (HSI)
- g. Period of Performance
- h. Original signatures on the title page

A table of contents shall be provided to allow ready reference to key sections, figures, tables, and illustrations.

The proposals shall be printed on 8 1/2" x 11" paper. Illustrations must be legible and no fold out shall exceed 11"x 17". Narrative text shall be of size 12 font or larger in Times New Roman. Tables shall use fonts no smaller than size 10 font or 10 characters per inch (whichever is larger).

4.6.2 TECHNICAL PROPOSAL CONTENT

The Technical and Program portions of the proposal document shall be divided into sections that follow the organization of the evaluation factors described in the 'Proposal Evaluation Criteria' portion of the BAA. The executive summary is in addition to those sections covered in the evaluation criteria. A brief overview of the contents of these sections is provided below.

(A) EXECUTIVE SUMMARY

The executive summary is intended to provide an overview of the salient features of the entire proposal. It shall explain briefly the Offeror's proposal without including any cost data.

The Offeror's compliance with the requirements of the BAA shall be indicated in the Executive Summary. The Offeror shall also provide high level diagrams and illustrations of the proposed technical approach.

(B) PROPOSED IDEA

Introduce the proposed idea, identify key challenges, outline the proposed solution and well-defined objective and benefits to the computer science, engineering, mathematics, and/or language communities, analyze the impact on the Area of Interest (identified in this BAA) if successful, and identify the investigators and resources.

(C) FACILITIES

Describe the facilities available for accomplishment of the objective, including any equipment purchase required or planned for acquisition under the proposed project, or any Government Furnished Equipment and its application to the objective, or any Government Furnished Information.

(D) SUB-CONTRACTS OR RELEVANT COLLABORATIONS

Describe in detail any proposed sub-contracts or relevant collaborations (planned or in place) with industry, government organizations, universities, or other institutions. The proposal shall describe how the particular collaborations are expected to facilitate the transition of research results to product offerings. If subcontracts are proposed, the Offeror shall make clear the division of the research activities. In the case of Less Commonly Taught Languages (LCTL) the NSA Language Representative will collaborate with the Principal Investigator of the project to solicit sub-contractors.

(E) OTHER PARTIES

Identify other parties to whom the proposal has been/will be sent.

4.6.3 PROGRAM PROPOSAL

The Offeror shall provide a program proposal covering personnel, capabilities, and administrative information. The proposal should include a

milestone schedule for performance and delivery. The Offeror should also identify any preexisting proprietary data rights.

(A) PERSONNEL

The personnel section shall describe the qualifications of the principal investigator/program manager and other key researchers involved in the project. This section may include resumes/curriculum vitae. For all proposals, one individual shall be the designated principal investigator/program manager for the purposes of technical responsibility and contact.

(B) CAPABILITIES

This section shall address the capability of the Offeror to carry out the requirements of the BAA. It shall address all relevant aspects of the BAA.

(C) ADMINISTRATIVE

The Offeror's program organization shall be presented in this section. It shall contain any other supporting information that gives insight into the way that the program will be organized and conducted. The organization and effectiveness of the proposed program will be evaluated based on the information presented in this section.

4.6.4 COST PROPOSAL

The cost proposal shall include a title page with the following information:

- a. BAA Number
- b. Name of Offeror
- c. Area of Interest
- d. Proposal Title
- e. Technical Point of Contact including: name, telephone number, electronic mail address, fax number, and mailing address

- f. Type of legal instrument: grant or cooperative agreement
- g. Summary of the total base cost
- h. Description of Institutions:
 - Historically Black Colleges or Universities (HBCU)
 - Minority Institution (MI)
 - Tribal Colleges or Universities (TCU)
 - Hispanic Serving Institutions (HSI)
- i. Period of Performance

Body of Cost Proposal:

In order to evaluate the proposal for cost realism, completeness, and reasonableness, the following information shall be submitted: a separate breakout of the amounts, types, and cost of labor materials, travel, and subcontracts.

Specifically, cost shall be attributed to specific technical tasks and shall be broken down in labor categories, labor hours, direct labor rates, and indirect rates. Material costs are especially important, and therefore, vendor quotes and/or historical information, if available, shall be provided to support these proposed costs. For travel costs, trip purpose, number of people traveling, destination, and trip length shall be provided. The Agreements Officer will need enough information to complete a price/cost analysis and establish the total amount as reasonable and fair.

SECTION V - APPLICATION REVIEW INFORMATION

5.0 PROPOSAL EVALUATION

Pursuant to FAR 35.106, the primary basis for selecting proposals for acceptance shall be technical, improvements/advancements in Computer Science, Engineering, Mathematics, and/or Innovative Language programs, and cost (cost realism and fund availability) in this order of importance.

(1) Potential contribution and relevance in improving/advancing in the Computer Science, Engineering, Mathematics, and/or Innovative Language program fields stated in Section 1.1 herein.

(2) Technical: This section includes the overall technical merit, approach, and

deliverables of the proposal made by the Offeror. Solutions using innovative approaches will be scored more favorably.

(3) Cost and Schedule Realism, and Fund Availability: The Government shall perform a cost realism analysis of all proposals. The Offeror's cost proposal and supporting data will be analyzed and compared to the technical effort proposed by the Offeror to determine the extent to which the Offeror has proposed a realistic price and schedule.

The Government intends to conduct a three-stage procurement process. First, Offerors are asked to submit full proposals to the Government for evaluation. As soon as the proposal evaluation is complete, the Offerors will be notified of the selectability or non-selectability of their proposals. Selected proposals will be considered for funding; non-selectable proposals will be destroyed in accordance with normal MPO procedures. This completes Stage 1.

Decisions to fund selectable proposals will be based on educational and technical merit, potential contribution and relevance to the HBCU/MI Program, and fund availability. As a result of funding restraints, not all proposals deemed selectable may be funded. The Government reserves the right to select for award all, some, or none of the proposals received. The actual number of grants or cooperative agreements awarded will depend on the number of selectable proposals, cost of individual awards, and availability of funds. The Government reserves the right to accept a portion of a proposal or to request specific modifications to any technical proposals and to enter into negotiations to resolve any issues and related adjustments to the cost proposal. This allows the Government to select partial proposals for award. Stage 2 is completed when the resulting grants or cooperative agreements are awarded based upon initial funding decisions.

If additional funds become available at a later date the Government reserves the right to fund any selectable proposal up to 12-months after the proposal submission date. Such funding of selectable proposals may require the Government to request specific modifications to the technical proposal and to enter into negotiations to resolve any issues and related adjustments to the cost proposal. Stage 3 of this procurement process ends with the expiration of this extended funding period, 12-months after the proposal submission date.

SECTION VI - AWARD NOTICES

6.0 AWARD & PRE-AWARD SELECTION NOTICES

Following evaluation, an applicant can expect to receive a letter indicating that a proposal will be selected or not. A letter indicating selection is not an authorization to begin performance. No expenditures should be made until the institution receives notice that a fully executed document is in place. The notice of grant or cooperative agreement will be signed by the Agreements Officer and faxed to the authorized institution official. Unsuccessful Offerors may request additional information via e-mail.

6.1 ADMINISTRATIVE AND NATIONAL POLICY REQUIREMENTS

See General Provisions for NSA Research Grant and Cooperative Agreements, attached hereto.

6.2 REPORTING

The awardee is required to deliver a final report no later than 30 days after completion of each base and option period of the grant or cooperative agreement.

SECTION VII - CONTACTS

Contracting Officer: Cheryl M. Goodman

Email: cmgoodm@nsa.gov Phone: (301) 688-1944

Contracting Specialist: David R. Morrison

Email: drmorr3@nsa.gov Phone: (301) 688-1541

FAX: (301) 688-7069

SECTION VIII - OTHER INFORMATION

The Government is not obligated to make any award as a result of this BAA.