11.1 Question and Answer Matrix

As of January 3, 2011

ID#	Date Answered	Topic Area	Question	Answer
1	12/16/2010	11.1-004	There is a statement "Any proposal that requires thermal and/or mechanical tuning elements will be considered non-responsive" in the description. Does this include MEMs? In another word, would you consider to fund if we propose a solution that has MEMs in it?	Micro-scale, static chips/sensor sets are acceptable. However, systems which require linear movement or rotation of micro-fabricated filters, crystals, or any other components will not be considered response. The only exception "no movement" is with secondary "supporting" elements, such as cooling fans, safety shutters, etc..
2	12/16/2010	General	We intend to include a subcontract on our proposal and have a question regarding the requirement regarding the minimum 2/3 of work being carried out by us. For the BASE period (assume $100,000 total proposed amount), if we propose direct subcontract costs of $33,000 PLUS our M&S rate PLUS our fee (say an additional $5,000 for illustrative purposes) so that the total subcontract cost is $38,000, would we still meet the requirement regarding performing 2/3 of the work? In other words, are the indirect costs loaded onto the subcontract costs considered Our costs or Subcontract costs in determining the amount of worked carried out by us?	The prime contractor should treat the subcontractor as an Other Direct Cost and apply any indirect rates or fee to the prime contractor cost proposal. In the scenario below, the subcontractor cost would be $33,000.00 only.
3	1/3/2011	General	My small company is working on a proposal for the SBIR solicitation. We are working in partnership with a subcontractor on this proposal with 2/3 of the budget allocated to my small company and 1/3 to the subcontractor. Can any of the budget- the 2/3 allocated to my small company – be used to pay an independent contractor working for my small company, or would this independent contractor need to be a W2 employee of my small company in order for us to pay them from our share of the budget?	Only employees of the small business concern can be included in the direct labor category.
4	1/3/2011	General	Our company is preparing proposals to be submitted in response to the FY 11.1 solicitation. We have questions regarding the Phase I Option. We have included in the proposal a description of the option effort for a period of four months. Cost Proposal: Online cost form does not provide fields for entering the option period. How should we propose the option cost proposal? Should our own, separate cost proposal for the option period be prepared? Will this option cost proposal page be counted toward the 25 page limit?	The Phase I Option must be included within the 25-page limit for the Phase I proposal if the proposer would like to be considered for the additional Phase I funding. If a Phase I Option is proposed, it must not exceed the maximum dollar amount of $50,000. The Phase I Option Cost Proposal (if applicable) must be placed at the end of the Technical Proposal and uploaded with the Technical Proposal. The Phase I Option Cost Proposal is not included in the 25 page count limitation. Phase I costs and Phase I Option costs must be shown separately. There is no specific format for the Phase I Option Cost Proposal, but it must include all applicable categories (see the Phase I Cost Proposal for information to provide). For reference, see the Cost Breakdown Guidance at https://www.sbir.dhs.gov/reference/DHS%20SBIRSTTR%20COST%20PROPOSAL%20BREAKDOWN%20ITEMS%20GUIDANCE.pdf for the type of information that may need to be provided. Please note that some items in the Cost Breakdown Guidance may not apply to the option effort. If such is the case, there is no need to provide information on each and every item. What matters is that enough information be provided to allow DHS to understand how the proposer plans to use the requested funds. If selected, the government may elect not to include the Phase I option in the negotiated contract.
5	1/3/2011	General	In preparing a proposal. 1. On the cover sheet: What would be the earliest valid start date to enter in the Start Date field? 2. On the cover sheet: If we are applying for Phase I Option, should I include the duration of the Option in the Proposed Duration field? Or should this field contain the duration of Phase I work only? 3. On the cover sheet: Should the Amount field include the funding being requested for the Phase I Option or should this field contain only the funding being requested for Phase I? 4. On the Cost proposal : Should the cost proposal only deal with the requested Phase I funding or should it also include the funding being requested for the Phase I Option? 5. If the answer in item #4 is that the Cost proposal includes only Phase I funding, is there a cost proposal form for the Phase I Option or should the cost being requested for the Option be incorporated into the body of the proposal?	1. See 11.1 2. Duration on Phase I base effort only. 3. Amount requested for Phase I base effort only. 4. The Cost Proposal (completed on line) is for the base Phase I effort only. The Phase I Option must be included within the 25-page limit for the Phase I proposal if the proposer would like to be considered for the additional Phase I funding. If a Phase I Option is proposed, it must not exceed the maximum dollar amount of $50,000. The Phase I Option Cost Proposal (if applicable) must be placed at the end of the Technical Proposal and uploaded with the Technical Proposal. The Phase I Option Cost Proposal is not included in the 25 page count limitation. Phase I costs and Phase I Option costs must be shown separately. There is no specific format for the Phase I Option Cost Proposal, but it must include all applicable categories (see the Phase I Cost Proposal for information to provide). For reference, see the Cost Breakdown Guidance at https://www.sbir.dhs.gov/reference/DHS%20SBIRSTTR%20COST%20PROPOSAL%20BREAKDOWN%20ITEMS%20GUIDANCE.pdf for the type of information that may need to be provided. Please note that some items in the Cost Breakdown Guidance may not apply to the option effort. If such is the case, there is no need to provide information on each and every item. What matters is that enough information be provided to allow DHS to understand how the proposer plans to use the requested funds. If selected, the government may elect not to include the Phase I option in the negotiated contract.
6	1/3/2011	General	The solicitation instructions state: "A minimum of two-thirds of the research and/or analytical work in Phase I, as measured by direct and indirect costs, must be carried out by the proposing small business concern. Is the limit on our subcontractor direct labor cost 1/3 of our company's direct labor cost or 1/3 of our total labor (direct labor + overhead) or 1/3 of the total cost of the project?	1/3 of the total effort.

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