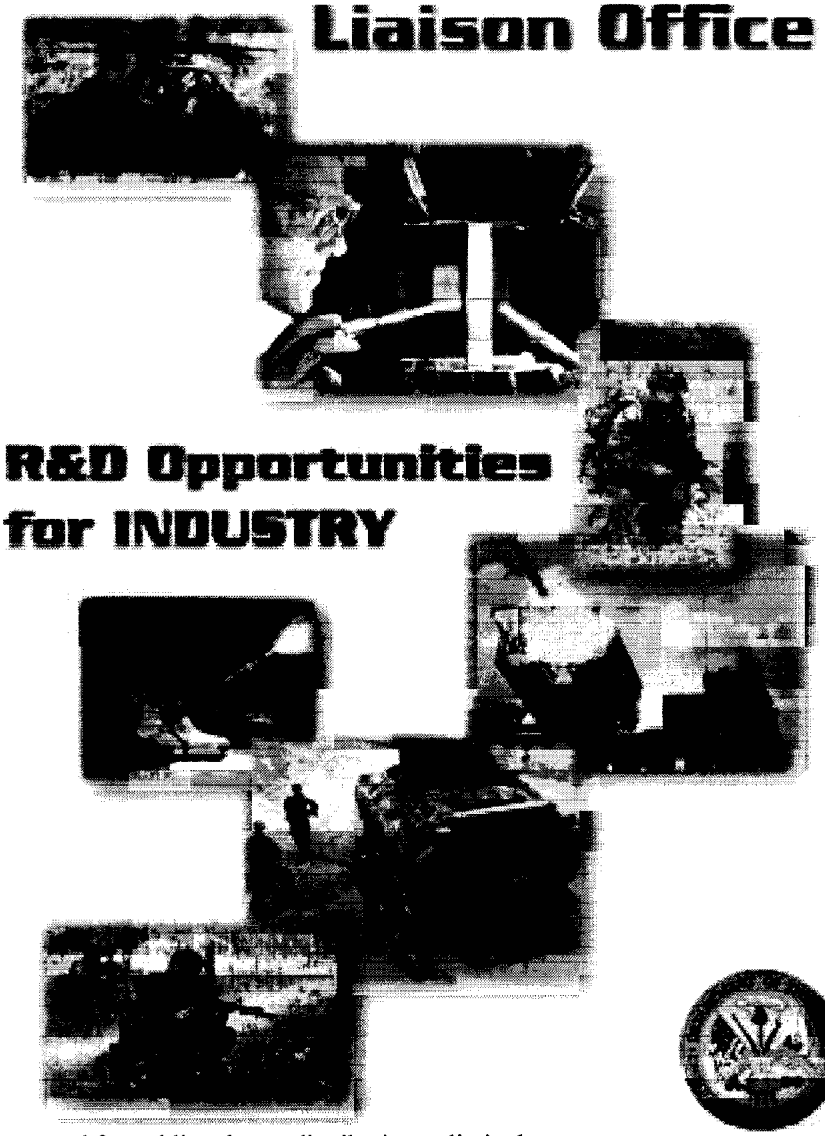
AMC-PAM 70-6

U.S. Army
Materiel Command

TILO

Technical & Industrial Liaison Office



R&D Opportunities for INDUSTRY

Approved for public release; distribution unlimited

Department of the Army
Headquarters, U.S. Army Materiel Command
5001 Eisenhower Ave. – Alexandria, VA 22333-0001

AMC Pamphlet **September 1999**
No. 70-6*

Research, Development, and Acquisition

Information for Industry

Research and Development Opportunities
with the U.S. Army Materiel Command

Page

Introduction 2
TILO Locations 3
Eligibility Requirements 4
Visit Policy & Procedures 4
Information Services 5
Information Programs for Industry
- Army Potential Contractor Program 6
- Advance Planning Briefings for Industry 7
- Research & Development Unfunded Studies 7
- Unsolicited Proposals 8
- Broad Agency Announcements 9
- Small Business Innovation Research Program 9
- Army Small Business Technology Transfer Program 11
- Army Advanced Concepts & Technology II Program 12
- Defense Technical Information Center 14
Directions to HQ AMC **TILO** and Map 15

* ***This pamphlet supersedes AMC-P 70-6, 23 October 1992.***

Introduction

The Army depends on the industrial sector, including both large and small businesses, for most research and development (R&D) services and nearly all materiel acquisition. Consequently, it is advantageous to the Army to provide information that will help businesses maintain awareness of prospective Army procurements and develop competitive postures in anticipation of those procurements. By providing information to industry on Army needs, the Army gains access to existing and emerging technologies and benefits from increased competition during development and acquisition.

It is therefore incumbent upon the Army to make available the latest advanced planning and requirements information so that industry can effectively apply its resources in developing the materiel and weapons necessary to support the national defense effort. It is the purpose of this pamphlet to summarize briefly the information for industry programs that are provided or supported by the Army's family of ***Technical and Industrial Liaison Offices (TILO)****.*

The U.S. Army Materiel Command (AMC) maintains the Headquarters (HQ) AMC ***TILO*** *and eight field* ***TILOs****. This pamphlet lists the locations of the* ***TILOs****, explains the procedures for arranging a visit, and describes the types of information and support that they offer and the programs and services that they provide. AMC invites you to visit your nearest* ***TILO*** *at your earliest convenience.*

TILO Locations

Headquarters, U.S. Army Materiel Command
Technical & Industrial Liaison Office
ATTN: AMCRDA-AI-**TILO**
5001 Eisenhower Avenue
Alexandria, VA 22333-0001
Phone: (703) 617-8948 – Fax: (703) 617-2235

U.S. Army Tank-Automotive RD&E Center
ATTN: AMSTA-TR-R; MS 205
Warren, MI 48397-5000
Phone: (810) 574-5758 – Fax: (810) 574-7636

U.S. Army Armament RD&E Center
ATTN: AMSTA-AR-ASC
Picatinny Arsenal, NJ 07806-5000
Phone: (201) 724-7349 – Fax: (201) 724-2934

U.S. Army Communications-Electronics Command
ATTN: AMSEL-AC-SP-BL
Fort Monmouth, NJ 07703-5008
Phone: (732) 532-2671 – Fax: (732) 532-9095

U.S. Army Research Laboratory
ATTN: AMSLC-PP-LM
2800 Powder Mill Road
Adelphi, MD 20783-1145
Phone: (301) 394-3880 – Fax: (301) 394-1162/2416

U.S. Army Edgewood Chemical Biological Center
ATTN: SCBRD-ASC
5232 Fleming Road
Aberdeen Proving Ground, MD 21010-5423
Phone: (410) 436-2031 – Fax: (410) 436-6529

U.S. Army Natick Soldier Center
ATTN: AMSSB-RSC-BB(N)
15 Kansas Street
Natick, MA 01760-5019
Phone: (508) 233-5431 – Fax: (508) 233-5086

U.S. Army Simulation, Training and Instrumentation Command
ATTN: AMSTI-CSP
12350 Research Parkway
Orlando, FL 32826-3276
Phone: (407) 384-5107 – Fax: (407) 384-5130

U.S. Army Aviation and Missile Command
ATTN: AMSMI-RD-TI
Redstone Arsenal, AL 35898-5243
Phone: (205) 876-4270 – Fax: (205) 876-8866

Eligibility Requirements

Visitors to **TILO**s must meet certain requirements. First, they must be U.S. citizens and a member of a U.S.-controlled organization that has:

- Expressed a desire to participate in the R&D effort of the U.S. Army.
- Obtained the necessary facility and personnel clearances.
- Provided acceptable evidence of an existing or planned R&D capability.

Qualified foreign representatives with appropriate data exchange agreements or memoranda of agreement (MOA) may request a **TILO** visit through their embassies. **TILO**s obtain approval for the release of information through Army foreign-disclosure channels.

When an organization's area of interest exceeds current contracts, it may establish need-to-know through registration in the Army Potential Contractor Program (described on page 6).

Visit Policy & Procedures

Normally, industrial visitors must make appointments at least one week in advance in order to process security clearances. Appointments to review documents in the HQ AMC **TILO** are scheduled from 0800 to 1200 hours and from 1300 to 1530 hours Monday through Friday.

Visitors should forward their personal security clearances to the local security office with the annotation "To visit the Technical and Industrial Liaison Office for the purpose of reviewing Army R&D documents."

Prior to scheduling an appointment, personal security clearances (visit requests) should be mailed or faxed to:

U.S. Army Materiel Command
ATTN: AMCRDA-AI-**TILO**
5001 Eisenhower Avenue
Alexandria, VA 22333-0001

Phone: (703) 617-8948 – Fax: (703) 617-2235
Web Site: http://www.amc.army.mil/amc/rda/tilomenu.html

Include the organization's facility clearance, cognizant security office, and Defense Technical Information Center (DTIC) user code on the visit clearance request. Visit clearance requests may be made for a one-year period.

Information Services

Army personnel are available at each **TILO** to provide technical consultation and guidance on current and long-range R&D projects. These offices have the full-time responsibility of providing information requested by current or potential defense contractors.

This technical information service is complemented by selected R&D planning, requirements, and information documents. These include the following:

Research & Development Descriptive Summaries (RDDS) – sometimes referred to as Program Element Descriptive Summaries (PEDS). These documents, submitted to the Office of the Secretary of Defense and to Congress, contain narrative information on all research, development, test, and evaluation (RDT&E) program elements and projects.

Mission Need Statement (MNS) – The MNS has replaced the Operational and Organizational (O&O) Plan and is the program initiation document in the materiel acquisition process. It provides decision makers with the minimum essential information necessary to initiate the concept exploration phase.

Operational Requirements Document (ORD) – The ORD has replaced the Required Operational Capability (ROC) document, and it states concisely the minimum essential operational, technical, personnel, manpower, safety, health, human factors engineering, training, logistics, and cost information necessary to initiate the full-scale development phase or procurement of a materiel system.

Catalog of Approved Requirements Documents (CARDS) – The CARDS lists approved materiel requirements documents. Its purpose is to provide up-to-date reference information to the combat and materiel development communities.

Other Types of Documents Available:

Advance Planning Briefings for Industry Proceedings,
Advance Planning Briefings for Industry Schedules,
Army Weapon Systems,
Army Science & Technical Master Plan,
Army Modernization Plans,
Research & Development Plans,
Research, Development, and Acquisition Bulletin,
Technical Objective Documents,
Training Systems Forecast,
Selected briefing documents, pamphlets,
and other Defense publications.

Information Programs for Industry

Army Potential Contractor Program (APCP)

The APCP has been established to certify and register non-Government organizations for access to controlled scientific and technical information. This includes information on Army needs, requirements, programs, funding, and advance planning associated with research, development, and acquisition. The program can support you in expanding technical competence in order to support Army goals. Under this program, the Army sponsors your access to planning and technical information from the **TILO**s and the Defense Technical Information Center (DTIC).

You are eligible for the APCP if you are a non-Government organization that is not foreign-owned, controlled, or influenced and if you have a demonstrated capability to perform R&D and have an intent and a reasonable potential for eventually receiving a contract from the Army.

Further information or a registration package can be obtained from any of the **TILO**s.

Advance Planning Briefings for Industry (APBI)

APBIs are intended to encourage and promote early and effective dialogue with industry during all phases of the acquisition planning cycle. Current AMC policy requires that every major subordinate command (MSC) conduct periodic formal briefings for industry on a wide range of projected contracting opportunities. APBIs provide industry a broad overview of long-term efforts 3 to 5 years prior to solicitation as well as specific information on near-term efforts and requirements. APBIs are announced in the Commerce Business Daily (CBD). A master schedule providing dates, locations, and points of contact for upcoming APBIs is published biannually to assist industry in planning for future briefings and can be obtained by visiting the **TILO** Web Site at http://www.amc.army.mil/amc/rda/apbi98.html.

Research and Development (R&D) Unfunded Studies

R&D unfunded studies may be performed for the Army under what is essentially a no-cost contract. The Army recognizes that such studies can be of greater mutual benefit if they are conducted with access to Army scientific, technical, and planning information and with consultation with Army personnel. Study organizations often use such studies to justify an expanded need-to-know and, therefore, greater access to information.

The first step in initiating an unfunded study is for the potential study organization to meet with Army scientists and engineers who might act as the study sponsor (**TILO**s can help you make the proper contacts and act as the study coordinator). If the study organization and the Army can identify a topic of mutual interest, the study organization submits a proposed scope of work and a description of the required level and extent of nonmonetary Army support (information and consultation).

When the sponsor approves the scope of work, the study organization enters into a Study Agreement with the sponsoring Army activity. The study coordinator then completes a DoD Contract Security Classification Specification. Normally, the period of performance is for one year but may be renewed.

Unsolicited Proposals

The Army has a continuing interest in receiving proposals that contain new ideas, suggestions, and innovative concepts for weapons, supplies, facilities, devices, and equipment. "Unsolicited Proposal" (UP) is the term used to describe a unique and innovative proposal submitted on the initiative of a private firm, nonprofit organization, or educational institution which is not in response to a formal or informal request (other than a publicized general statement of need). The Government has eliminated from this category advance proposals for specific agency requirements that would normally be procured through competitive methods. Also eliminated are offers of commercial products that are usually sold to the general public. In addition, the Government may not accept an UP that closely resembles a pending competitive acquisition requirement.

Organizations and individuals are encouraged to make preliminary contacts with appropriate agency personnel before expending extensive effort on a detailed UP. Such contacts are, of course, conducted in a manner that will preclude agency commitments, explicit or otherwise, regarding the acceptance of an UP.

More detailed and complete information is contained in AMC Pamphlet 70-8, "Guide for Unsolicited Proposals," which can be obtained by visiting the **TILO** Web Site at http://www.amc.army.mil/amc/rda/70-8.html.

One final comment: When you talk to Army scientists and engineers about UPs, be sure and ask if there is an active Broad Agency Announcement (BAA) covering the subject under discussion. If there is, submit your proposal in response to the BAA and not as an UP.

Broad Agency Announcements

The Broad Agency Announcement (BAA) is a mechanism used by the Federal Government to competitively solicit R&D proposals from the private sector. A BAA identifies, in general terms, an activity's area of basic and applied research interest and that part of development not related to the development of a specific system or hardware procurement. This technique is used only when there is reasonable expectation that meaningful proposals with varying technical/scientific approaches will be received. Announcements of availability of BAAs arc published in the Commerce Business Daily (CBD). Each BAA typically includes the following information:

- The activity's research interest, either for an individual program requirement or for broadly defined areas of interest covering the full range of the activity's requirement.
- The criteria for selecting the proposals, their relative importance, and the method of evaluation.
- The period of time during which proposals submitted in response to the BAA will be accepted.
- Instructions for preparation and submission of proposals.

The activity evaluates proposals per the published evaluation criteria through a peer or scientific review process. Note, however, that the activity need not evaluate proposals against each other because they are not submitted against a common work statement. Selection of sources resulting from evaluation of proposals submitted under a BAA is considered to be a competitive procedure.

To obtain copies of BAAs, contact the point of contact listed in the CBD notice or any **TILO**.

Small Business Innovation Research Program

Congress mandated establishment of the Small Business Innovation Research (SBIR) Program in 1982 (with subsequent reauthorizations in 1986, 1992, and 1999) to increase the participation of small businesses in federal research and devel-

opment (R&D) and access the highly innovative resources of this country's small business sector. The program stimulates technological innovation in the private sector, strengthens the role of small business in meeting DoD R&D requirements, fosters and encourages participation by small and disadvantaged firms in technological innovation, and increases the commercial application of DoD-sponsored research.

Each year, participating Army Labs and Research Centers develop a set of research topics that represent the Army's current and anticipated warfighting technology needs. These topics are included in the Army portion of the DoD SBIR Solicitation. While DoD publishes two solicitations annually, the Army participates only in the second solicitation each fiscal year. Typically, this solicitation is pre-released in May, formally opens in July, and closes in August. This solicitation is also posted on the DoD SBIR/STTR Web Site at http://www.acq.osd.mil/sadbu/sbir.

Successful SBIR projects accomplish their objectives in three phases. Proposals submitted in response to the solicitation topics are competitively selected for Phase I awards. Note that Phase I is the entry point to the program; it cannot be bypassed. In Phase I, the company must prove the feasibility of its concept within a six-month, up to $70K effort. The Phase I contract also includes an option, for up to $50K, which the Army may exercise to fund interim Phase I - Phase II activities if the project is selected to receive a Phase II award. Successful Phase I companies may compete for Phase II funding by being invited by the Army to submit Phase II proposals near the end of Phase I efforts. Phase II is a substantial R&D effort, up to $730K over two years, and is intended to result in a dual-use prototype product or service meeting the requirements of the original solicitation topic and which can be made commercially viable. The Army SBIR Program is very competitive, with about one in ten Phase I proposals and one in three Phase II proposals being selected for funding.

Phase III is the goal of every SBIR effort, and represents the commercialization phase of the program. In Phase III, the

successful company markets the products or services developed in Phase II, either to the Government or in the commercial sector. No SBIR funds can be used in Phase III.

Each year, the Army SBIR Quality Awards Program recognizes SBIR contractors and Army Technical Monitors for exceptional performance that exemplifies the SBIR Program goal of bringing innovative technologies and products to the marketplace. This award is open to Phase II projects that have been or will be finished during the fiscal year of the award. Up to five Army Phase II SBIR Quality Awards are selected by a panel of private and Government scientists.

To learn more about participating in the Army SBIR Program and other business opportunities within the Army, visit the Army Research Office-Washington Web Site at http://www.aro.army.mil/arowash/rt or contact:

Director, U.S. Army Research Office-Washington,
Army Materiel Command 5001 Eisenhower Ave., Alexandria, VA 22333-0001 (703) 617-7425; FAX (703) 617-8274
e-mail: aro-sbir@hqamc.army.mil

The Army Small Business Technology Transfer (STTR) Program

The STTR Program like SBIR, is a Government-wide program, mandated by the Small Business Research and Development Enhancement Act of 1992, PL102-564 and has been reauthorized to the year 2001. STTR was established as a companion program to the SBIR Program. While STTR has the same objectives as SBIR regarding the involvement of small businesses in federal R&D and the commercialization of their innovative technologies, the STTR Program also provides a mechanism for participation by universities, federally-funded research and development centers (FFRDCs), and certain other non-profit research institutions. STTR is designed to provide an incentive for small companies and researchers at academic institutions and non-profit research institutions to work together to move emerging technical ideas from the laboratory to

the marketplace. Each STTR proposal must be submitted by a team which includes a small business (as the prime contractor for contracting purposes) and at least one research institution, which have entered into a Cooperative Agreement for the proposed STTR effort. Furthermore, the project must be divided such that the small business performs at least 40% of the work and the research institution(s) performs at least 30% of the work. The remainder of the work may be performed by either party or a third party.

While STTR moves through the same three-phase process as SBIR, there are a few notable differences. For example, a STTR Phase I effort can be up to one-year (vs. six-month in SBIR) for up to $100K. Phase II STTR projects are two-year efforts for up to $500K. Furthermore, the Department of Defense issues only one STTR Solicitation each year, which contains a section for the Army STTR topics. The STTR solicitations and related information are available on the DoD SBIR/STTR Web Site at http://www.acq.osd.mil/sadbu/sbir.

To learn more about participating in the Army STTR Program and other business opportunities within the Army, visit the Army Research Office-Washington Web Site at http://www.aro.army.mil/arowash/rt or contact:

Director, U.S. Army Research Office-Washington,
Army Materiel Command, 5001 Eisenhower Ave., Alexandria, VA 22333-0001 (703) 617-7425; FAX (703) 617-8274
e-mail: aro-sbir@hqamc.army.mil

Army Advanced Concepts & Technology II Program

The Advanced Concepts and Technology (ACT) II Program, open to all sized businesses, represents a unique partnership between Army organizations whose purpose is to push mature technologies out of the laboratory and onto the battlefield. ACT II relies heavily on leveraging industry technology development efforts, demonstrating their relevance to warfighting needs, and transitioning successful projects to the acquisition stage. The ACT II team is comprised of the U.S. Army Training

and Doctrine Command Battle Labs, the Army's research, development, and acquisition community, industry, and academia. Together, they're helping define the technologies that will shape and support Force XXI – the smaller, Force Projection Army of the 21st century.

ACT II depends on direct private sector involvement in the technology push process. Each year, a highly-competitive Broad Agency Announcement (BAA) is released containing topics of interest to the Army. The BAA minimizes industry's bid and proposal investment through a unique two-stage process. Offerors submit two-page concept papers against BAA topics, which are evaluated for technical merit and warfighting contribution. The most promising concepts result in invitations to submit full brief proposals. A final evaluation results in the selection of proposals to fund. The entire process, from concept to award, takes six months.

In keeping with the program's focus on relatively mature technologies, ACT II projects are funded at a maximum of $1.5M with a planned period of performance not to exceed one year. Funded projects are targeted to specific Battle Lab demonstrations to determine their warfighting contributions, and successful efforts are then transitioned to the soldier in a number of ways.

The ACT II program was established in fiscal year 1994 and is funded annually through the Army and DoD budget process. To date, the program has funded a total of 144 projects, many of which have already transitioned to the warfighter or have excellent prospects for transition.

To learn more about participating in the Army ACT II Program and other business opportunities within the Army, visit the Army Research Office-Washington Web Site at http://www.aro.army.mil/arowash/rt or contact:

Director, U.S. Army Research Office-Washington,
Army Materiel Command, 5001 Eisenhower Ave., Alexandria, VA 22333-0001 (703) 617-7425; FAX (703) 617-8274
e-mail: aro-actii@hqamc.army.mil

• T I L O •

Defense Technical Information Center (DTIC)

DTIC is a major component of the DoD Scientific and Technical Information Program (STIP). DTIC contributes to the management and conduct of Defense research and development efforts by providing access to and transfer of scientific and technical information to DoD personnel, DoD contractors, potential contractors, grantees, and other U.S. Government agency personnel and their contractors.

DTIC holdings include technical reports and other print and nonprint products of Defense research; management information summaries of ongoing, completed, or terminated work efforts; and independent research and development (IR&D) project descriptions (distribution of which is limited to DoD personnel and other approved federal agencies). DTIC also offers access to many other research and acquisition management-oriented products such as special collections, referral data bases, and profile-based current awareness services.

In addition to its own registered user community, DTIC also releases unclassified/unlimited technical reports and bibliographic information to the National Technical Information Service (NTIS), a Department of Commerce Agency which serves the public.

DTIC is headquartered at Fort Belvoir, Virginia, with field offices in the Los Angeles, Boston, Dayton, and Albuquerque areas. You may learn more about DTIC products and services by calling (703)767-8267 or 1-800-225-3842 or visiting the DTIC Homepage at http://www.dtic.mil.

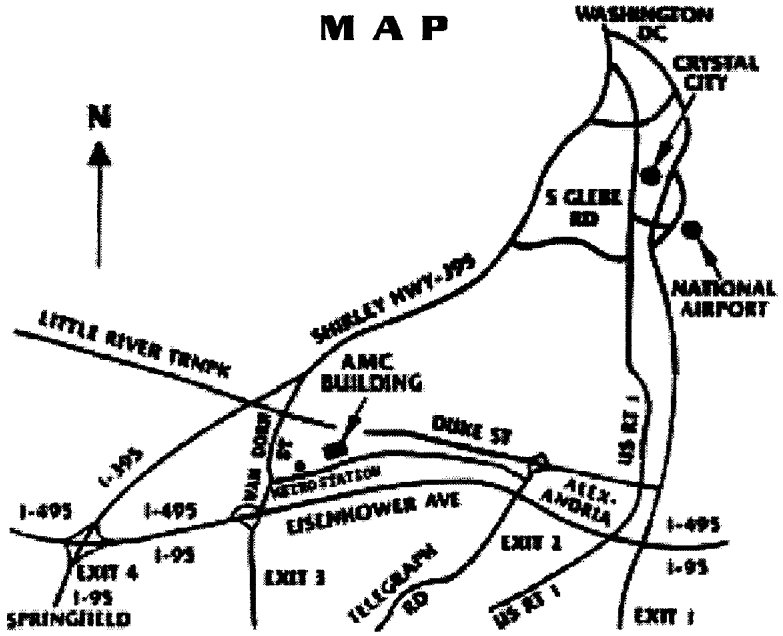
Directions to HQ AMC TILO

Using Interstate 395: Take Interstate 395 to Duke Street east exit. Go through one traffic light. Immediately after the traffic light, turn right onto the Van Dorn Street ramp. Follow Van Dorn Street to the sixth traffic light, which is Eisenhower Ave. Turn left on Eisenhower Ave., and proceed approximately five blocks to the AMC Building on the left.

Using Interstate 95/495: Take Interstate 95 and 495 (Capital Beltway) to Van Dorn Street (Exit 3). Turn left on Van Dorn Street and proceed under the Beltway to the traffic light at Eisenhower Avenue. Turn right on Eisenhower Ave. & proceed approximately five blocks to the AMC Building on the left.

Using Metro: Take the Blue Line of the Metro subway and go to the Van Dorn Metro Station. Exit the station on your right at the kiosk and proceed past the bus stops. Turn right onto Eisenhower Avenue and walk approximately 3 blocks to the AMC Building on the left.

Parking: In addition to official DoD visitor spaces, pay parking is permitted in the adjoining commercial lot.



FOR THE COMMANDER:

OFFICIAL:

CHARLES S. MAHAN, JR.
Major General, USA
Chief of Staff

CAROLYN GEBRE
Acting Chief,
Printing and Publications Branch

DISTRIBUTION:

Initial Distribution H (43) 1 ea HQ Activity/Staff Office
LEAD (SIOLE-DO-I) (2) AMCIO-I-SP Stockroom (15)
AMCRDA-AI-TILO (350)
Separate Reporting Activities (SRA) (2)
AMCOM/AMSAM-RM-FD (2)
AMCOM/AMSMI-RD-TI (2)
AMCOM/AMSAM-SMO (Library) (2)
ARL/AMSLC-PP-LM (2)
CBDCOM/SCBRD-ASC (2)
CECOM/AMSEL-AC-SP-BL (2)
IOC/AMSIO-IML (2)
SSCOM/AMSSB-RSC-BB(N) (2)
STRICOM/AMSTI-CSP (2)
TACOM/AMSTA-TR-R (2)
TECOM/AMSTE-CT-S (2)
USASAC/AMSAC-IM-O (2)

AMC-PAM 70-6

Headquarters, U.S. Army Materiel Command
5001 Eisenhower Avenue
Alexandria, VA 22333-0001