**CBDAIF Meeting Minutes**

**15 August 2019**

**ANSER Headquarters, Falls Church, VA**

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| **0800-0815 Welcome / Announcements / Sector Lead Transitions** |
|  *Dr. David Cullin, CBDAIF Chairman* *Dr. Jason Roos, Deputy Joint Program Executive Officer for Chemical Biological**Defense (JPEO-CBD)* |

**Dr. David Cullin, Chairman of the Chemical Biological Defense Acquisition Initiatives Forum (CBDAIF), and Dr. Jason Roos, Deputy Joint Program Executive Officer for Chemical Biological Defense, convened the CBDAIF on 15 August 2109 at 0800 hours.**

* **Dr. Cullin made some administrative remarks and reviewed the agenda.**
* **Dr. Roos provided some welcoming remarks and kicked off the meeting.**
* **Dr. Cullin discussed sector lead transitions.**
* This CBDAIF:
	+ Information Systems Sector – Mr. Michael Ricciardi to Mr. Thomas O’Keefe
	+ Small Business Sector – Mr. Michael Ricciardi
	+ Protection Sector – TBD
* Next CBDAIF:
	+ No transitions known at this time.
	+ **National Defense Industrial Association (NDIA) Updates**

Mr. Armando “Mandy” Lopez remarked on how well the turnout was for the CBRND Conference in Wilmington, DE. He had no further NDIA updates to provide.

**Directed Action 1: Dr. Cullin, CBDAIF Chair, will find a Sector Lead for Protection.**

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| **0815-0900 JPEO CBRND Strategic Perspective** |
|  *Dr. Jason Roos, DJPEO CBRND* |

***See PowerPoint slides posted to the NDIA-CBDAIF website.***

* **Dr. Roos introduced his briefing** by emphasizing that the future of the JPEO and the Department of Defense lies in the ability to fight in a multi-domain environment. As a community are we ready? What does this mean for technology? What capabilities are needed? The future battlespace will not be done at the typical pace but at a rapid turnover pace. We will not have the luxury of time and space like in the past. There is a requirement and opportunity for speed and efficiency. The focus will be on product over process. This will come with a higher risk tolerance in order to push some capability out, learn, modify, integrate, and then deliver.
* **What stayed the same? What has changed?** The JPEO CBRND mission and vision has not changed. We have changed our structure and business approach. Our approach to the re-org was to implement portfolio management and integrate capabilities to know how individual programs/systems affect each other.

Our JPMs: We have restructure to three JPMs – Protection, Sensors, and Medical. JPM Protection now includes our TACDS program. JPM Sensors was created. JPM Sensors combined our NBC Contamination Avoidance and Guardian JPMs under one JPM to provide synergy between all sensing capabilities.

Our Mission Enablers: We have four mission enablers – Joint Project Lead (JPL) Special Operations Forces, JPM IM/IT (vice JPM IS), JPL Enabling Biotechnologies, JPL Portfolio Resources.

Our Headquarters: We are in a data rich environment but knowledge poor. Therefore, there are two new leads working on the portfolio integration and analytics piece.

* **What does this mean for Industry?** It is important not build stand-alone systems but to look at where the Services are going and how to build to a standard. We need to not just work within the CBRN environment but look across a whole sector. We need to know where to invest and build toward integrating CBRN systems at the beginning and not as an afterthought.

**Directed Action 2: Post JPEO CBRND organization charts to CBDAIF site. Provide brief synopsis of why new structure was chosen and how it affects partnership with Industry along with an explanation of roles and responsibilities.**

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| **0900-0945 Army Contracting Command – New Jersey Strategic Perspective**  |
|  Mr. Thomas Dougherty, Senior Contracting Official |

***No PowerPoint slides were used for this discussion.***

* **Mr. Dougherty introduced his discussion** with a recount of his recent trip to San Diego for an Other Transaction (OT) Round Table. He said that one of the greatest things about OTs was the collaboration. During this particular event a user showcased a system that went from idea to product in less than three years. Mr. Dougherty said this could not have been done without an OT.
* **OT Messaging, Training and Execution:** Mr. Dougherty continued to explain that there are three priorities for his office: messaging, training, and execution.

Messaging: There are people who still think OTs are a blank sheet of paper; this couldn’t be further from the truth. This perception comes from primarily lawyers and other individuals that have a lack of knowledge or have been trained to a specific way for government contracts. OTs are not a blank sheet but require comprehensive knowledge of the authority, willingness to collaborate, and ability to negotiate terms. OTs are not about circumventing the FAR or just getting things done fast. It is another tool in the toolbox that allows the Government to work with non-traditional companies and innovative technologies. If we continue to incorrectly message the use of OTs, then we risk losing the authority to use them.

Training: ACC-NJ does not consider themselves OT experts but advanced practitioners. To expand the circle of advanced practitioners more training needs to be conducted within the contracting and requirement community. Training should include what is the authority, when are OTs appropriate and what does production look like coming out of an OT.

Execution: OT authority has existed for 20 years, and if we are not using it properly then it will be removed. We need to not just focus on the prototype but getting a product out into the field. We must consider production at the beginning of an acquisition strategy in order to have a seamless transition, and because the authority requires us too. Follow-on production can be done via OT or FAR. The requirements will determine the best path to choose.

**Directed Action 3: ACC-NJ was asked to speak directly to a larger Industry audience. It was suggested that ACC-NJ SCO brief at other Industry forums, such as NDIA.**

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| **0945-1015 DTRA Demonstration Program / Chem Bio Operational Analysis** |
|  Dr. Ronald Hann, Director, DTRA J9CB/Joint Science and Technology Office (JSTO) |

***PowerPoint slides are not approved for public release. Additional information will be released via FBO.***

* **Dr. Hann introduced his briefing** byreiterating Mr. Dougherty’s statement of how the ultimate objective is to get technologies into the hands of the Warfighter. DTRA/JSTO’s approach to this is the creation of a scenario-based live field experiment that views each technology from both the operator and adversary perspective to identify fixes/improvements and uncover shortfalls. This effort is called the Chem Bio Operational Analysis (CBOA). This is an opportunity to display technologies that have never been seen before. This is not a funding opportunity for Industry. It is a venue for Industry to put new and improved technologies into the hand of Warfighters and receive instant feedback.
* **Entry Points for Industry**
	+ CBOA19 is complete and took place 19-23 August 2019.
	+ CBOA20 planning is underway. CBOA20 will take place 27-31 July 2020. The first entry point for Industry is a RFI that will be released to FedBizOpps (FBO) on 20 January 2020.

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| **1015-1200 Industry’s Experiences with Contracting**  |
| *Dr. David Cullin, FLIR and CBDAIF Chair and**Industry Sector Leads* |

***See PowerPoint slides posted to the NDIA-CBDAIF website.***

* **Sector Leads provided briefings** on the overall health of their sector and specific comments from those they represent. Sector leads took this time to express the sector’s concerns and compliments on the use of the JPEO’s contracting vehicles. A continuing concern is know where best to invest and how the JPEO’s organization changes will influence future opportunities.
* **Basket Discussion:** Both Countering Weapons of Mass Destruction (CWMD) and Medical CBRN Defense Consortium (MCDC) OTs have provisions that set aside all white papers and full proposals that were evaluated as being acceptable or outstanding but not selected for award in an electronic basket. The documents remain live proposals for up to 36 months. During that period, any Government agency with OT prototyping authority can review the proposals in the basket associated with each request for prototype proposal (RPP) and request that one or more white papers (or full proposals) be pulled from the basket and funded. The request must be accompanied by written justification for selecting each white paper proposal. If ACC NJ concurs, the Government PM may begin negotiating the statement of work with the awardee. The procurement administrative lead time between approval of the request and final award is between 60 and 90 days; both the Government and the selected consortium member should bear in mind that this span of time must occur within the 36-month period.

Industry expressed confusion regarding the basket provisions. Apparently, very few within Industry were aware that multiple awards have been made from the basket. As of 21 August 2019, the CWMD OT has awarded five projects and MCDC has awarded three from the basket. The Government and Industry are currently finalizing awards for five additional projects. On top of that, several of the current projects have acquisition strategies that are based upon pulling additional proposals from the basket as funding is available. As an example, the Tactical Disablement System has already pulled one proposal and made award on the second of six planned awards.

Based upon Industry comments, the Senior Contracting Official at ACC NJ suggested that we continue to place proposals that are evaluated as acceptable or outstanding in the basket but allow members to opt out of being considered for further award.

As with all issues, the OT PMO strongly recommends that Industry approach us directly on any negative perceptions, misunderstandings or complaints. Once complaints are aired in a public forum, it takes months to correct the perceptions (if even possible) and address collateral damage related to Congressional oversight, the press and the generally negative, but frequently misguided, perceptions regarding OTAs. To quote Mr. Dougherty: *If we continue to incorrectly message the use of OTs, we risk losing the authority to use them.*

**Directed Action 4: Mr. Jeff Megargel, OT PMO, will provide additional elaboration on what it means to be in the “basket” and highlight those proposals pulled out of the basket. This will be accomplished via the CWMD and MCDC General Membership Meeting in November and the consortium websites. Mr. Megargel will provide additional training sessions and feedback, upon request, for Industry and government partners.**

**Directed Action 5: Mr. Jeff Megargel, OT PMO, will work with ACC-NJ and ATI provide Industry the option to opt out of the basket. Mr. Megargel will determined and make necessary revisions to current documentation and procedures to provide this option to Industry.**

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| **1300-1330 Other Transactions Update and Discussion**  |
|  *Mr. Jeff Megargel, JPEO CBRND, Program Manager for Other Transactions* |

***See PowerPoint slides posted to the NDIA-CBDAIF website.***

* **Mr. Megargel provided an update** on the Countering Weapons of Mass Destruction (CWMD) and Medical CBRN Defense Consortium (MCDC) Other Transactions (OTs). Mr. Megargel reminded the audience that all opportunities and awards are posted on the consortium websites.

CWMD – [www.cwmdconsortium.org](http://www.cwmdconsortium.org)

MCDC – [www.medcbrn.org](http://www.medcbrn.org)

* **Briefing Highlights:**
	+ The CWMD/MCDC Consortia will not dictate the contract type. The type of agreement – fixed amount, expenditure based, or hybrid – is a negotiated element of each agreement and subject to approval at ACC NJ. In some cases, a fixed amount agreement is easier to manage, and it does not require an approved accounting system. Conversely, more complex projects may be better executed under an expenditure based arrangement.
	+ For an OT to transition into production seamlessly, logistic requirements need to be presented and discussed up front in the prototyping phase. This does not mean that logistics products have to be deliverables in the prototyping phase, but the scope of the project should include language that would facilitate the conclusion following successful completion of the prototyping projects that the logistics products (e.g., new equipment training or technical manuals) would be within scope of the follow on production vehicle. The CWMD and MCDC Program Management Offices are working with ACC-NJ to ensure the proper language is included in all solicitations and agreements.
	+ There has been several successes with the basket and transitioning projects from DTRA to JPEO. More transparency and communication on these successes will be provided via the General Membership Meeting and other venues.
* **General Membership Meeting:** This year’s CWMD and MCDC General Membership Meeting will take place on 12-13 November 2019 at the Bethesda North Marriott Hotel & Convention Center in Rockville, MD. This meeting will focus on the combined efforts of JPEO CBRND, DTRA, and the DHS CWMD Office. The Government anticipates hundreds of one-on-one sessions, speed dating, specialized OTA related training, and provisions of forecasted opportunities. Dr. Roos, DJPEO CBRND will also host a Senior Sensing Session with Leaders from various organizations.
	+ **Consortium News:** Mr. Megargel and Dr. Mike Stebbins announced that as a result of the throughput and collective work of the Government and Industry, the membership dues and project assessments for both consortia will be reduced. Additionally, the administrative rates will be reduced substantially in the coming weeks. This will result in millions of dollars of cost avoidance beginning in FY20. This is a huge accomplishment that will positively affect all stakeholders.

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| **1330-1400 Omnibus Contracts Update and Discussion**  |
|  *Mr. Al Burket, JPEO CBRND, Program Manager for Omnibus Vehicles and Stand-Alone Contracts* |

***See PowerPoint slides posted to the NDIA-CBDAIF website.***

* **Mr. Burket provided an update** on the JPEO CBRND Omnibus vehicles.
* **Briefing Highlights:**
	+ If there are any significant JE-OPETS footprint reductions due to the JPEO Reorg, they are planned to be addressed as part of the option year awards process. JPMs/JPLs shall identify potential footprint changes to the JE-OPETS Team NLT 30 August. The JE-OPETS Team will provide information on the projections to the JE-OPETS IDIQ primes early September in order to provide ~6 months’ notice of any potential significant changes in advance of the option year.
	+ Two major points of discussion were the Request for Information (RFIs) for JE-CLaSS 2 and the new Urgent COTS Plus Contract Vehicle.
		- The RFI for JE-CLaSS 2 has been released and responses are due mid-September.
		- The RFI for the new Urgent COTS Plus is scheduled to be released in October 2019.

**Directed Action 6: Dr. David Cullin, CBDAIF Chairman, and Sector Leads will survey members on input for the requests for information (RFIs).**

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| **1400-1430 How do the Sectors Communicate? / Path Forward Discussion***All* |

***No PowerPoint slides were used for this discussion.***

* **Dr. Cullin and Dr. Roos led this discussion** on how to make better use of the CBDAIF. Industry remarked how the CBDAIF is supposed to be a represented democracy, however many in Industry do not know they have sector leads that represent them. Dr. Mike Stebbins, CWMD/MCDC Consortium, agreed to provide Dr. Cullin time on the Consortiums General Membership Meeting agenda to speak directly to Industry. Industry agreed to review and update the companies and POCs in their sector. It was suggested that they use the lists owned by the OT Consortium and other contracting mechanisms to refresh their representation.
* **Dr. Roos questioned if the CBDAIF had reached its end.** This question prompted discussion on how the CBDAIF can be more effective if it were to continue. Dr. Roos made it clear that the CBDAIF is more valuable when Industry provides their full and unvarnished feedback. Dr. Roos was concerned that the discussion in the room is not spreading out to others or is a true representation of a collective community.
* **New Focus for the CBDAIF:** For the past several sessions, the CBDAIF has been focused on just contracting. However, as heard today the goal is putting innovative technologies in the hand of Warfighters. The pivot toward modernization is here for business and capabilities. What are the barriers in place that truly do not let us take weight off the Warfighter? Dr. Roos is not convinced yet that current Government-Industry solution sets put forth gets us to that goal. The Government has set up the contracting mechanisms to get the innovative concepts to the table, however such concepts are not coming forward. This is where Government needs Industry’s insight and support.

**Directed Action 7: Dr. Mike Stebbins, CWMD and MCDC Consortium Executive Director, will provide 15 minutes during the November General Membership Meeting for the Dr. David Cullin, CBDAIF Chairman, to speak. The objective is to provide Industry with the opportunity to know who in the CBDAIF represents their sector.**

**Directed Action 8: Sector Leaders’ lists of companies and POCs need to be revisited and scrubbed as appropriate. This should be done using the OTA Consortium lists and lists from other contracting mechanisms.**

**Directed Action 9: Industry is to provide detailed feedback to the APBI process to the JPEO CBRND. Industry remarked that the current APBI is too broad and not considered the best source for actionable information. In order for the JPEO to appropriately respond, Industry will provide a set of recommendations to make the APBI more useful.**

**Directed Action 10: Industry to provide information to JPEO CBRND to help better understand market dynamics and why Industry is less likely to invest in non-commercial products. This will help the JPEO CBRND to better defend initiatives to invest in industrial sustainment.**

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| **1430 Adjourn** |
|  Dr. David Cullin, CBDAIF Chairman |

**ACTION ITEMS**

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| **DIRECTED ACTION 1** | **Assign Sector Lead for Protection** |
| Assignee(s) | Dr. David Cullin, CBDAIF Chair |
| Originator | Dr. David Cullin |
| Suspense | Before next CBDAIF |
| Status | Open  |
| **DIRECTED ACTION 2** | **Post JPEO CBRND organization charts. Provide brief synopsis of why new structure was chosen and how it affects partnership with Industry.**  |
| Assignee(s) | JPEO CBRND |
| Originator | Dr. David Cullin, CBDAIF Chair on behalf of Industry |
| Suspense | Post before next CBDAIF |
| Status | **Closed – Briefing posted on CBDAIF website and minutes provide explanation.**  |
| **DIRECTED ACTION 3** | **ACC-NJ was asked to speak directly to a larger Industry audience. It was suggested that ACC-NJ SCO brief at other Industry forums, such as NDIA.** |
| Assignee(s) | Mr. Dougherty, ACC-NJ |
| Originator | Industry |
| Suspense | Update at next CBDAIF |
| Status | Open |
| **DIRECTED ACTION 4** | **Mr. Jeff Megargel, OT PMO, was asked to provide additional elaboration on what it means to be in the “basket” and stats on basket proposals.** |
| Assignee(s) | Mr. Jeff Megargel, JPEO CBRND OT PMO |
| Originator | Industry |
| Suspense | Before next CBDAIF |
| Status | Open |
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| **DIRECTED ACTION 5** | **Mr. Jeff Megargel, OT PMO, will work with ACC-NJ and ATI provide Industry the option to opt out of the basket.** |
| Assignee(s) | Mr. Jeff Megargel, JPEO CBRND OT PMO |
| Originator | Industry |
| Suspense | Before next CBDAIF |
| Status | Open |
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| **DIRECTED ACTION 6** | **Dr. David Cullin, CBDAIF Chairman, and Sector Leads will survey members on input for the requests for information (RFIs).** |
| Assignee(s) | Dr. Cullin and Sector Leads |
| Originator | Dr. Jason Roos, DJPEO CBRND |
| Suspense | FBO given suspense date |
| Status | Open |
| **DIRECTED ACTION 7** | **Dr. Mike Stebbins, CWMD and MCDC Consortium Executive Director, will provide 15 minutes during the November General Membership Meeting for the Dr. David Cullin, CBDAIF Chairman, to speak.** |
| Assignee(s) | Dr. Mike Stebbins, CWMD/MCDC OT Consortium Executive Director |
| Originator | Dr. Jason Roos, DJPEO CBRND and Dr. David Cullin, CBDAIF Chair |
| Suspense | 12-13 November at the GMM |
| Status | Open |
| **DIRECTED ACTION 8** | **Sector Leaders’ lists of companies and POCs need to be revisited and scrubbed as appropriate.**  |
| Assignee(s) | Dr. Cullin and Sector Leads |
| Originator | Dr. David Cullin, CBDAIF Chair |
| Suspense | Update at next CBDAIF |
| Status | Open |
| **DIRECTED ACTION 9** | **Industry is to provide detailed feedback to the APBI process to the JPEO CBRND.** |
| Assignee(s) | Dr. Cullin and Sector Leads |
| Originator | Dr. Jason Roos, DJPEO CBRND |
| Suspense | Briefing(s) at next CBDAIF |
| Status | Open |
| **DIRECTED ACTION 10** | **Industry is to provide information to JPEO CBRND to help better understand market dynamics and why Industry is less likely to invest in non-commercial products.** |
| Assignee(s) | Dr. Cullin and Sector Leads |
| Originator | Dr. Jason Roos, DJPEO CBRND |
| Suspense | Briefing(s) at next CBDAIF |
| Status | Open |

**ATTENDEES**

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| **Affiliation** | **Name** | **Title** | **Organization** |
| Government | Ms. Letitia Proctor | Contract Integrator | ACC-APG |
| Government | Ms. Debra Abbruzzese | Division Chief | ACC-Edgewood |
| Government | Mr. Thomas Dougherty | Executive Director & Senior Contracting Official  | ACC-NJ |
| Government | Ms. Natalie Winters | CWMD Acquisition Division  | DHS |
| Government | Mr. David Klaasse | Dep Director of Acquisition, Finance, & Logistics | DTRA |
| Government | Mr. Ricky McGlothin | Division Chief, R&D Chem-Bio Contracts | DTRA |
| Government | Dr. Ronald Hann | Director, Chem/Bio Technologies | DTRA/JSTO |
| Government | Dr. Jason Roos | DJPEO CBRND | JPEO CBRND |
| Government | Mr. Ryan Altenbaugh | XO to DJPEO CBRND | JPEO CBRND |
| Government | COL Anna Schneider | Assistant JPEO CBRND | JPEO CBRND |
| Government | Mr. Thomas Dickson | HQ Chief Contracting Officer | JPEO CBRND |
| Government | Ms. Debra Motz | HQ Chief Logistics Officer | JPEO CBRND |
| Government | Mr. Scott Paris | JPM Protection | JPEO CBRND |
| Government | Mr. Michael Bailey | DJPM Sensors | JPEO CBRND |
| Government | Mr. Matt Shoultz | JPL IM/IT Rep | JPEO CBRND |
| Government | LTC John Nuckols | JPM Medical Rep | JPEO CBRND |
| Government | Mr. Al Burket | PMO, Omnibus/Stand-Alone Contracts  | JPEO CBRND |
| Government | Mr. Jeff Megargel | PMO, Other Transactions | JPEO CBRND |
| Government | Mr. Barry Sayer | PM, MCDC OTA | JPEO CBRND |
| Government | Ms. Kate Trombetta | HQ Contracting Staff and Minutes | JPEO CBRND |
| Government | COL Timothy Greenhaw | Deputy Director, CBRN Defense | JRO |
| Industry | Mr. Thomas O'Keefe | Information Systems Sector Lead | ANSER |
| Industry | Dr. Mike Stebbins | Executive Director, MCDC and CWMD Consortium | ATI / JPEO CBRND |
| Industry | Mr. Matt Shaw | CB Surety Sector Lead | Battelle |
| Industry | Dr. David Cullin | Industry Chair | FLIR Systems |
| Industry | Mr. Mike McGinnis | Medical Countermeasures Sector Lead | Latham Bio Pharm |
| Industry | Mr. Carlos Patricio | Professional Services Sector Lead | Patricio Enterprises |
| Industry | Mr. Bill Marinelli | Detection Sector Lead | PSI |
| Industry | Mr. Mike Ricciardi | Small Business Sector Lead | RTI |
| Industry | Mr. Mandy Lopez | NDIA Representative | Tex Shield |
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