

SBIR/STTR IA ADDENDUM

Additional Requesting Agency Responsibilities (to be included for SBIR/STTR IAs – otherwise delete):

- 1) **Contract File Documentation:** The Requesting Agency shall provide copies (or access to copies) of all previous SBIR/STTR contract file documentation applicable to the award(s) for which AAS will serve as the Servicing Agency. This includes all solicitations, solicitation amendments, contractual documents, any component specific addendums, proposals received, acquisition planning documents, and any other files deemed appropriate by the Requesting Agency.
- 2) **Scientific and Technical Expertise:** The Requesting Agency shall provide a Technical Point of Contact (TPOC). The TPOC must be considered a scientific and technical subject matter expert and will assist the GSA Contracting Officer and Contracting Officer's Representative as needed to make technical determinations and decisions. This includes assistance with: development of technical portions of requirements documents; conducting technical evaluations and determining the reasonableness of proposed labor and materials; providing technical scope determination reviews to ensure work is appropriate for and within the scope of the SBIR/STTR work (for follow-on work, that the work to be performed derives from, extends or completes efforts funded under a prior SBIR/STTR agreement); accepting contractor deliverables and invoices during the life of the contract; providing technical evaluation of contractor performance to assist in completing past performance assessments in CPARS; and any other scientific or technical expertise requested by the GSA Contracting Officer in order to aid in awarding and administering the SBIR/STTR contract(s).
- 3) **SBIR/STTR Data Reporting to the Small Business Administration (SBA):** The Requesting Agency shall fulfill agency reporting requirements as prescribed by the SBA. The Servicing Agency shall track spend and other contract-related data and shall provide the Requesting Agency with that data, when requested, in order to satisfy SBA reporting requirements.
- 4) **SBIR/STTR Data Rights & Intellectual Property (IP) Legal Advice:** In the event that data rights concerns unique to the SBIR/STTR program arise and GSA Legal Counsel needs assistance in order to render advice regarding IP, the Requesting Agency shall provide access to knowledgeable Requesting Agency Legal Counsel for purposes of consultation.
- 5) **Adjudication of disagreements between the GSA Contracting Officer (CO) and the Requesting Agency Technical Authority:** The Requesting Agency is responsible for recommending awardees based upon the technical merit of proposals. In the event a GSA Contracting Officer disagrees with the Requesting Agency's technical decision, attempts will be made to reach agreement, and in the event that agreement cannot be reached, GSA reserves the right to not make the subject award and to return that package to the Requesting Agency for execution by a different contracting agent.