



NEW YORK STATE ENERGY RESEARCH AND DEVELOPMENT AUTHORITY

ATTACHMENT A - PON No. 6- PROPOSAL CHECKLIST (MANDATORY)

Proposal Title		Due Date							
Primary Contact (Prime Contractor)		Title							
Company		Phone	Fax						
		e-mail							
Federal Tax Identification #/Social Security									
Address	City	State or Province	Zip						
Secondary Contact		Title							
Company		Phone	Fax						
		e-mail							
Address	City	State or Province	Zip						
<p>THE PRIME CONTRACTOR MUST SIGN THIS FORM BELOW and ANSWER THE FOLLOWING QUESTIONS:</p> <p>Do you accept all Terms & Conditions in the Sample Agreement? (if no, explain on separate pg) ___ Yes ___ No (NYSERDA anticipates considering only specifically listed exceptions in negotiations.)</p> <p>Have you been indicted/convicted for a felony within the past 5 years? (if yes, explain on separate pg) ___ Yes ___ No</p> <p>Are you a Minority or Women-Owned Business Enterprise? ___ Yes ___ No</p> <p>Does your proposal contain Minority or Women-Owned Business enterprises as subcontractors? ___ Yes ___ No</p> <p>Are you submitting the required number of copies? (See proposal instructions.) ___ Yes ___ No</p> <p>Is other public funding pending/awarded on this and/or very similar topic (prior and/or competing proposals)? ___ Yes ___ No (if yes, explain on separate page)</p>									
<p>ON WHAT PAGE IN YOUR PROPOSAL CAN THESE ITEMS BE FOUND?</p> <table border="1"> <tr> <td> PART I Company/Applicant _____ Project Information _____ Proposer Qualifications _____ Award Letter Terms _____ Ground Lease Terms _____ Letters of Commitment from all participating organizations _____ Indictment/Conviction of Felony (if applicable) _____ NYSERDA Contracts Awarded (if applicable) _____ </td> <td> PART 1, Continued Prior and/or Competing Proposals (if applicable) _____ PART II Exceptions to Terms & Conditions (if applicable) _____ Disclosure of Prior Findings of Non-responsibility Form _____ </td> </tr> </table>				PART I Company/Applicant _____ Project Information _____ Proposer Qualifications _____ Award Letter Terms _____ Ground Lease Terms _____ Letters of Commitment from all participating organizations _____ Indictment/Conviction of Felony (if applicable) _____ NYSERDA Contracts Awarded (if applicable) _____	PART 1, Continued Prior and/or Competing Proposals (if applicable) _____ PART II Exceptions to Terms & Conditions (if applicable) _____ Disclosure of Prior Findings of Non-responsibility Form _____				
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<p>AUTHORIZED SIGNATURE & CERTIFICATION</p> <p>I certify that the above information, and all information submitted in connection with State Finance Law §139-j and §139-k, is complete, true, and accurate, and that the proposal requirements noted have been completed and are enclosed. I affirm that I understand and will comply with NYSERDA's procedures under §139-j(3) and §139-j(6)(b) of the State Finance Law. I understand that this proposal may be disqualified if the solicitation requirements are not met. I the undersigned am authorized to commit my organization to this proposal.</p> <table border="1"> <tr> <td>Signature</td> <td>Name</td> </tr> <tr> <td>Title</td> <td>Organization</td> </tr> <tr> <td>Phone</td> <td></td> </tr> </table>				Signature	Name	Title	Organization	Phone	
Signature	Name								
Title	Organization								
Phone									

NOTE: This completed form **MUST** be signed and attached to the front of all copies of your proposal.