



**Acid Deposition and Mercury Research in New York State**  
**Program Opportunity Notice (PON) 2912**  
**\$1,000,000 Available**

**Proposals Due: June 30<sup>th</sup>, 2014 by 5:00 PM Eastern Time\***

NYSEERDA's Environmental Research Program seeks to increase the understanding and awareness of the environmental impacts of energy choices and emerging energy options. In doing so, it also seeks to provide a scientific, technical foundation for formulating effective, equitable, energy-related environmental policies and resource management practices. In 2013 the Environmental Research Program developed an Environmental Research Program Plan: Ecological Effects of Deposition of Sulfur, Nitrogen and Mercury which is available through the NYSEERDA website at <http://www.nyserda.ny.gov/Energy-and-the-Environment/Environmental-Research/EMEP/-/media/Files/Publications/Research/Environmental/environmental-research-program-plan.pdf>. In addition to identifying topical research needs for New York State, the Research Plan includes a list of completed and ongoing research projects supported by NYSEERDA. This PON will target those research components outlined in the Research Plan not adequately addressed through activities to date.

The amount of funding available to support projects is \$1,000,000. Although NYSEERDA funding is limited to \$200,000 per project, projects of all sizes are encouraged. Project durations are expected to be in the range of one (1) to three (3) years. Total funds available may not be sufficient to fund all proposals received. Cost-sharing by proposers of at least 25% is desired. Leveraging of other research funding is strongly encouraged. In-kind cost-sharing is acceptable.

Additionally, the PON will offer a competitive student fellowship and post-doctoral program to support up to two (2) Ph.D. or post-doctoral students at New York State institutions doing research in support of the Research Plan. Ph.D. student fellowships will provide support for up to two (2) years, with annual stipends up to \$20,000. Post-doctoral students will be provided support of up to \$40,000.

**Proposal Submission:** Proposers must submit two (2) copies of the proposal on separate CDs, in Word or PDF format (a copy in each format preferred), along with one (1) complete paper copy, including the Proposal Checklist, which must contain an original signature. Proposals must be clearly labeled and submitted to:

**Roseanne Viscusi, PON 2912**  
**NYS Energy Research and Development Authority**  
**17 Columbia Circle**  
**Albany, NY 12203-6399**

If you have technical questions concerning this PON, contact Gregory Lampman at (518) 862-1090, ext. 3372 or [ggl@nyserda.ny.gov](mailto:ggl@nyserda.ny.gov). If you have contractual questions concerning this PON, contact Nancy Marucci at (518) 862-1090, ext. 3335 or [nsm@nyserda.ny.gov](mailto:nsm@nyserda.ny.gov).

No communication intended to influence this procurement is permitted except by contacting Gregory Lampman (Designated Contact) at (518) 862-1090, ext. 3372 or [ggl@nyserda.ny.gov](mailto:ggl@nyserda.ny.gov). Contacting anyone other than this Designated Contact (either directly by the proposer or indirectly through a lobbyist or other person acting on the proposers behalf) in an attempt to influence the procurement: (1) may result in a proposer being deemed a non-responsible offerer, and (2) may result in the proposer not being awarded a contract.

\*Proposals must be **received** by NYSEERDA by 5:00 PM Eastern Time on June 30, 2014. Late proposals will be returned. Incomplete proposals may be subject to disqualification. It is the bidder's responsibility to ensure that all pages have been included in the proposal. Faxed or e-mailed proposals will not be accepted. Proposals will not be accepted at any other NYSEERDA location other than the address above. If changes are made to this PON, notification will be posted on NYSEERDA's web site at [www.nyserda.ny.gov](http://www.nyserda.ny.gov).

## I. INTRODUCTION

Electricity generation is a major source of nitrogen and sulfur oxides, volatile organic compounds, fine particles, air toxics such as mercury, and greenhouse gases. These pollutants are associated with acid rain, smog, visibility degradation, climate change, and increased human mortality and morbidity. They also impose economic burdens by increasing health costs; degrading building materials; and reducing the value of tourism, recreational, scenic and industry resources. Research and monitoring data are necessary to formulate effective and equitable public policies, and provide a scientific basis for federal and state regulations.

NYSERDA's Environmental Research Program has supported research and long-term monitoring for sulfur, nitrogen, mercury and other electrical generation pollutants for more than a decade. Data and findings from these activities have informed a wide range of state and federal environmental policies and regulations. By providing New York State data and scientific understanding relating to these issues, federal policies consider New York State in rulemaking, and New York State is better able to make informed New York State policy decisions.

This PON specifically focuses on acid deposition and mercury impacts to New York State's ecosystems, and builds upon findings from our current and past projects. The research questions have been developed through an extensive research planning process consisting of over 30 experts experienced in science and policy issues related to ecosystem response to the deposition of sulfur, nitrogen and mercury.

Total NYSERDA funding is limited to \$1,000,000, and may not be sufficient to fund all proposals received. NYSERDA funding is limited to \$200,000 per project. NYSERDA anticipates funding activities in multiple categories of the PON. NYSERDA reserves the right to negotiate with the selected proposers to adapt their proposed project to maximize project benefits and to assure activities are cost-effective. Cost-sharing by proposers of at least 25% is desired, but not required. Leveraging of additional research funding is strongly encouraged.

## II. PROGRAM REQUIREMENTS

This PON supports research to improve the scientific and technical foundation to respond to policy needs relating to the ecological effects of deposition of sulfur, nitrogen, and mercury. All proposals must address research needs identified in the 2013 Environmental Research Program Plan: Ecological Effects of Deposition of Sulfur, Nitrogen and Mercury which is available through the NYSERDA website at <http://www.nyserdera.ny.gov/Energy-and-the-Environment/Environmental-Research/EMEP/-/media/Files/Publications/Research/Environmental/environmental-research-program-plan.pdf>. Proposals addressing the following research needs identified in the Research Plan, provided here in no particular order, will be given priority:

- Additional coastal and marine research is needed to advance the understanding of mercury methylation and how confounding factors, such as climate change or nutrients, will affect bioaccumulation in fin fish, shell fish, and other seafood. Given the vast amount of legacy mercury in marine systems, *in situ* mitigation efforts to constrain mercury methylation could be an important management tool going forward.
- Support for studies that are designed to better understand tipping points whereupon sensitive vegetation is adversely impacted. Research on terrestrial critical loads has shown that the models used for identifying target loads are extremely sensitive to soil percent base saturation. More work is needed to relate degradation to the health of various tree species and to better understand the role of soil weathering on recovery of impacted ecosystems

- Natural ecosystems provide fundamental services upon which humans depend. These ecosystem services are the processes by which the environment produces resources that humans often take for granted such as filtering the air and water, flood control, timber, and habitat for fisheries. An increased understanding of human and ecosystem interactions will aid policy-makers in understanding the incremental benefits of emission reduction policies in protecting natural ecosystems and the critical services they provide to humans.
- Research that focuses on the interaction of electoral generation pollutants (e.g. sulfur dioxide, nitrogen oxides, ammonia, ammonium, ozone, and mercury) and how policy changes may result in unintended consequences or co-benefits. Multi-pollutant interactions, including reactions among these pollutants and their commensurate ecosystem impacts are not well known.

Preferred projects are those that: provide outcomes in a form that is useable by policy analysts and policy makers; use research or analytical capabilities in New York State; are comprised of interdisciplinary teams including environmental and social scientists, and public policy analysts; leverage out-of-State, federal or other resources to address critical environmental issues in New York State, and; are completed in three (3) years or less.

### **III. FELLOWSHIP AND POSTDOCTORAL REQUIRMENTS**

This PON offers a competitive Fellowship program to support up to two Ph.D. candidates enrolled at New York State academic institutions or Postdoctoral scholars (“Postdocs”) at New York State academic institutions or at other entities in New York State doing research in support of the goals of this PON.

Support for Ph.D. Fellowships will be in the form of an annual stipend to the student of up to \$20,000, for up to two (2) years, payable through the institution, and may be supplemented by the student’s institution. Academic institutions may not charge overhead or “indirect cost rates,” but must provide the funding to the student. However, indirect costs may be included as cost-sharing. NYSERDA funding may be used to support their salary, benefits or research-related costs. To qualify, Ph.D. candidates must be enrolled in their respective degree program, with a dissertation or thesis research area that aligns with the research areas outlined in this PON.

Support for Postdoc Fellowships will be in the form of a stipend of up to \$40,000, payable through the institution, and may be supplemented by the institution. Supporting institutions may not charge overhead or “indirect cost rates,” but must provide the funding to the Postdoc. Waived indirect costs may be included as cost-sharing. NYSERDA funding may be used to support Postdoc salary, benefits or research related costs. To qualify, Postdoc research must align with the research areas outlined in this PON. Individual Postdocs do not need to be identified at the time of application. Postdoc advisors may develop a proposal in anticipation of hiring a Postdoc subject to the approval of the NYSERDA Project Manager.

### **III. OVERALL PROPOSAL REQUIREMENTS**

Proposers must submit one (1) compact disk containing a complete proposal and proposal checklist in PDF format, along with one (1) complete paper copy, including the Proposal Checklist, which must contain an original signature, attached as the front cover of your proposal, to the attention of Roseanne

Viscusi at the address on the front of this PON. Proposals must be **received** by NYSERDA by 5:00 pm Eastern Time on June 30, 2014. **Late proposals and proposals lacking the appropriate completed and signed Proposal Checklist will be returned.** Faxed or e-mailed copies will not be accepted.

Proposals must follow the format below. Proposals should include sufficient, succinct information to complete the required descriptions and answer the questions described in the Proposal Evaluation criteria listed in Section VI. Each page of the proposal should state the name of the proposer, "PON 2912", and the page number. The maximum length of each proposal section is shown. Proposers may contact Gregory Lampman at 518-862-1090, ext. 3372 before preparing a proposal to discuss PON goals and proposal requirements.

### **III A. General Proposal Requirements**

#### **A. Proposal Checklist Cover Sheet**

A signed and completed Proposal Checklist must be attached to the front of the proposal. (1 page)  
*Proposals lacking the appropriate completed and signed Proposal Checklist will be returned.*

#### **B. Project Background**

Provide sufficient background to give the reviewer with an understanding of the environmental issue, the cause(s) of that issue, the current policy position and the state of the science informing the policy. The background should provide sufficient detail to justify the need for the project, identifying the gap in knowledge that the project is expected to help fill. (1/2 page)

#### **C. Project Objective**

Provide a brief description of the goal(s) and objectives of the project, and how the work informs the issue identified in the project background and the anticipated benefits (e.g. how the project will inform the broader science and policy questions of today). Include a description of the relevance of the project to topics identified in NYSERDA's 2013 Environmental Research Program Plan. (1/2 page)

#### **D. Project Benefits**

Provide a description of how the project will benefit New York State. Specifically, how will the project advance the scientific understanding of sulfur, nitrogen and mercury impacts on New York State's ecosystems and how will such understanding better inform policy. (1/2 page)

#### **E. Project Tasks**

Briefly describe the proposed project in a succinct way that contains all of the necessary information for a cursory understanding of the proposed project activities. Break the proposed project into the major tasks (e.g. field sampling, sample analysis, data analysis, product development etc.). Each task must briefly describe the actions to be taken and include some measure scope of the task (e.g. minimum number of samples collected). The task should detail some specifics such as the field sampling protocol(s), sample locations (to the extent possible), proposed statistical data analysis techniques, and the format in which data will be made available. In sum, each of the tasks should describe how they will accomplish the projects objectives. (up to 3 pages)

#### **F. Outreach Plan**

Include a description of how project activities or findings will be conveyed to policy makers, scientists, etc. This could include a plan for briefings to policy makers, presentations at scientific

conferences, publications (especially “open-source”), outreach materials, magazine articles etc. Efforts to increase access to or use of project outcomes are encouraged. Anticipated fees associated with open-source publication should be included in the budget. (1/2 page)

#### G. Master Schedule

Complete a schedule showing starting and completion times for all major tasks, in terms of months after project initiation. Include sampling dates or periods, planned meetings, sample analysis, data analysis, briefings or conferences, and other key events. The Schedule should reflect the realities of environmental research, but be able to be fully executed within the one to three year time frame. (1 page)

#### H. Contract Pricing Proposal Form

Complete the Attachment C Contract Pricing Proposal Form for the entire project, including any in-kind contributions and other cost-sharing. Include any supplemental information necessary to fully understand the project on a separate sheet. Anticipated fees associated with open-access publication should be included in the budget. Care should be taken to allow the reviewers to understand what each of the components of the project is expected to cost (personnel, equipment, field sampling, sample analysis costs, data outreach etc.) as project modifications may be negotiated based on the Technical Evaluation Panel (TEP) feedback and at NYSERDA discretion. The degree and type of cost-sharing will be considered in the evaluation of proposals. Cost-sharing of at least 25% is desired. In-kind cost-sharing is allowed.

#### I. Project Management Plan

Briefly describe the project Management Plan at a high level that includes the *key* personnel and organizations participating in the project and the role that each will play. Include in this description why these entities are important to the project and how the strengths of each improve the overall project. (1 page)

#### J. Qualifications

Provide the relevant portions of resumes for *key* personnel (maximum of five (5) individuals) that include education and/or experience relevant to the proposed work. (1 page each)

### **III B. Fellowship and Postdoc Proposal Requirements**

Qualified students (see Section II) interested in the Environmental Monitoring, Evaluation, and Protection (EMEP) Fellowship Program should submit proposals under cover letter from their academic advisors. Postdoc proposals must also be submitted under a cover letter of the advisor, and may be submitted by the advisor in advance of hiring a Postdoc.

Fellowship proposals should be submitted using the format below (note maximum page lengths per section). Specific items should be informed by the General Proposals Requirements outlined in Section III above.

- Project title, Background, Objectives (1 page)
- Project Tasks (2-3 pages)
- A letter of support from the academic advisor (1 page)
- Statement of experience and career goals (not applicable to Postdoc positions for which a candidate has not yet been identified) (1 page).

- Copies of undergraduate and graduate transcripts (unofficial is fine at this stage; not applicable to Postdoc positions for which a candidate has not yet been identified).
- Contract Pricing Proposal form - Complete the Attachment C Contract Pricing Proposal Form for the entire project, including any cost-sharing, along with a brief budget justification (note: co-funding is not required, but encouraged).

### **III C: Supporting Documentation (All Proposals)**

#### **A. Letters of Commitment or Support**

If you are relying on other organizations or businesses to do work, provide services or equipment, data or share in the non-NYSERDA cost, include a letter from that organization or business describing their commitment. If the use of unpublished data from other researchers is necessary for the project to be successful, letters of support showing the availability of these data must be included. **The absence of letters of commitment or support will be interpreted as the proposer not having commitment/support from those parties.** (1 page each - not included in page count)

#### **B. Procurement Lobbying Requirements - State Finance Law sections 139-j and 139-k**

Procurement lobbying requirements contained in State Finance Law sections 139-j and 139-k became effective on January 1, 2006. (The text of the laws is available at: <http://www.ogs.ny.gov/aboutogs/regulations/advisoryCouncil/StatutoryReferences.html>). In compliance with §139-j and §139-k of the State Finance Law, for proposals submitted in response to this PON that could result in agreements with an annual estimated value in excess of \$15,000, additional forms must be completed and filed with proposals: (1) a signed copy of the Proposal Checklist including required certifications under the State Finance Law and (2) a completed Disclosure of Prior Findings of Non-Responsibility form. Failure to include a signed copy of the Proposal Checklist referenced in this PON will disqualify your proposal

#### **C. Indirect Cost (Overhead) Rate(s)**

Attach supporting documentation to support indirect cost (overhead) rate(s) included in your proposal as follows:

- Describe the basis for the rates proposed (i.e., based on prior period actual results; based on projections; based on federal government or other independently-approved rates).
- If rate(s) is approved by an independent organization, such as the federal government, provide a copy of such approval.
- If rate(s) is based on estimated costs or prior period actual results, include calculations to support proposed rate(s). Calculation should provide enough information for NYSERDA to evaluate and confirm that the rate(s) are consistent with generally accepted accounting principles for indirect costs.

NYSERDA reserves the right to audit any indirect rate presented in the proposal and to make adjustment for such difference. Requests for financial statements or other needed financial information may be made if deemed necessary.

#### **D. Annual Metrics Reports**

If awarded, the proposer will be required to submit to NYSERDA's Project Manager on an annual basis, a prepared analysis and summary of metrics addressing the anticipated energy, environmental and economic benefits that are realized by the project. All estimates shall reference credible sources and estimating procedures, and all assumptions shall be documented. Reporting shall commence the first

calendar year after the contract is executed. Reports shall be submitted annually by January 31 for the previous calendar year activities (i.e. reporting period). Please see Attachment E Metrics Reporting Guide: Information Dissemination for the metrics that you will be expected to provide and the reporting duration. NYSERDA may decline to contract with awardees that are delinquent with respect to metrics reporting for any previous or active NYSERDA agreement.

#### **IV. PROPOSAL EVALUATION**

Proposals that meet the proposal requirements will be reviewed by a Technical Evaluation Panel (TEP) using the Evaluation Criteria below. To develop the strongest portfolio of projects, successful proposers may be asked to modify a project proposal in size and scope at NYSERDA's discretion. NYSERDA anticipates making multiple awards under this PON.

##### **A. Technical Evaluation Criteria (listed in order of importance)**

Usefulness and Value of Project Results - Does the proposal address one (1) or more Targeted Research areas identified in Section II? If not, does the proposal address one (1) of the area's targeted in the Research Plan. How useful are the project results expected to be in validating or improving New York State or federal policies, regulations, impact assessments, or models? To what extent is the project coordinating with other research/monitoring initiatives to provide maximum value to New York State?

Soundness of Project Methods and Research Design, Tasks and Schedule - How suitable are the proposed project methods and overall research design for meeting the project objectives and yielding accepted results? How comprehensive, realistic, and explicit are the project tasks with respect to the project objectives and proposal requirements? Are specific measurable targets of success provided where applicable?

Management Plan and Qualifications – How well has the proposer organized a management plan and a project team with the necessary technical, operations, outreach, and administrative experience for successfully completing the project? Does the proposer include partnerships with other entities? How many of the team members are located in New York State? Have letters of support demonstrating the availability of data been included (if appropriate)? Have letters of support from sub-contractors been included (if appropriate)?

Communication of Results - How promising is the reporting and information transfer plan for successfully using project results to realize the potential benefits of the project? Has the proposer developed an outreach approach that brings added value to their project? Does the proposer have a proven track record of making data available and proactively reaching out to policymakers (e.g. informal conversations and presentations to New York State Department of Environmental Conservation (DEC) and others)?

Cost Criteria - How justifiable and reasonable are the overall costs compared to the expected usefulness of the project results? Is the level of effort and duration of the project appropriate to the goals? How justified and reasonable are the proposer's cost allocations and co-funding contributions (cash, in-kind services, etc.)? To what degree does the proposal include meaningful cost-sharing from other key organizations?

## **B. Other Considerations**

If an investigator(s) identified in a proposal is an investigator on a current NYSERDA awarded project, for which project deliverables (such as reports) have been consistently delinquent, such delinquency will be considered negatively in the evaluation of the current proposal.

Projects will be reviewed to determine whether they reflect the overall needs and objectives of the Environmental Research Program, including:

- The balance among projects of long- and short-term benefits and risk/reward relationships, and whether similar projects are presently or have been previously funded.
- The general distribution of projects of diverse topics related to Environmental Research Program goals.
- The ways in which the proposed project fits with currently funded projects.
- The ease of measuring project success in quantifiable ways.
- If applicable, the responsiveness of the proposer in conducting other NYSERDA-funded work.

## **C. Specific Fellowship and Postdoc Proposal Evaluation Criteria**

Fellowship Proposals will be based on the:

- Potential usefulness and value of project results as it relates to EMEP goals.
- Soundness of research approach and methodology.
- Qualifications of student as determined by the submitted documents (if applicable).

## **V. GENERAL CONDITIONS**

**Proprietary Information** - Careful consideration should be given before confidential information is submitted to NYSERDA as part of the proposal. Review should include whether it is critical for evaluating a proposal, and whether general, non-confidential information, may be adequate for review purposes. The New York State Freedom of Information Law, Public Officers law, Article 6, provides for public access to information NYSERDA possesses. Public Officers Law, Section 87(2)(d) provides for exceptions to disclosure for records or portions thereof that "are trade secrets or are submitted to an agency by a commercial enterprise or derived from information obtained from a commercial enterprise and which if disclosed would cause substantial injury to the competitive position of the subject enterprise." Information submitted to NYSERDA that the proposer wishes to have treated as proprietary, and confidential trade secret information, should be identified and labeled "Confidential" or "Proprietary" on each page at the time of disclosure. This information should include a written request to exempt it from disclosure, including a written statement of the reasons why the information should be exempted. See Public Officers Law, Section 89(5) and the procedures set forth in 21 NYCRR Part 501 <http://nyserda.ny.gov/~media/Files/About/Contact/NYSERDARegulations.ashx>. However, NYSERDA cannot guarantee the confidentiality of any information submitted.

**Omnibus Procurement Act of 1992** - It is the policy of New York State to maximize opportunities for the participation of New York State business enterprises, including minority- and women-owned business enterprises, as bidders, subcontractors, and suppliers on its procurement Agreements.

Information on the availability of New York State subcontractors and suppliers is available from:

Empire State Development  
Division for Small Business

30 South Pearl Street  
Albany, NY 12245

A directory of certified minority- and women-owned business enterprises is available from:

Empire State Development  
Minority and Women's Business Development Division  
30 South Pearl Street  
Albany, NY 12245

**State Finance Law sections 139-j and 139-k** - NYSERDA is required to comply with State Finance Law sections 139-j and 139-k. These provisions contain procurement lobbying requirements which can be found at <http://www.ogs.ny.gov/aboutogs/regulations/advisoryCouncil/StatutoryReferences.html>. The attached Proposal Checklist calls for a signature certifying that the proposer will comply with State Finance Law sections 139-j and 139-k and the Disclosure of Prior Findings of Non-responsibility form includes a disclosure statement regarding whether the proposer has been found non-responsible under section 139-j of the State Finance Law within the previous four (4) years.

**Tax Law Section 5-a** - NYSERDA is required to comply with the provisions of Tax Law Section 5-a, which requires a prospective contractor, prior to entering an agreement with NYSERDA having a value in excess of \$100,000, to certify to the Department of Taxation and Finance (the "Department") whether the contractor, its affiliates, its subcontractors and the affiliates of its subcontractors have registered with the Department to collect New York State and local sales and compensating use taxes. The Department has created a form to allow a prospective contractor to readily make such certification. *See*, ST-220-TD (available at [http://www.tax.ny.gov/pdf/current\\_forms/st/st220td\\_fill\\_in.pdf](http://www.tax.ny.gov/pdf/current_forms/st/st220td_fill_in.pdf)).

Prior to contracting with NYSERDA, the prospective contractor must also certify to NYSERDA whether it has filed such certification with the Department. The Department has created a second form that must be completed by a prospective contractor prior to contacting and filed with NYSERDA. *See*, ST-220-CA (available at [http://www.tax.ny.gov/pdf/current\\_forms/st/st220ca\\_fill\\_in.pdf](http://www.tax.ny.gov/pdf/current_forms/st/st220ca_fill_in.pdf)). The Department has developed guidance for contractors which is available at <http://www.tax.ny.gov/pdf/publications/sales/pub223.pdf>.

**Contract Award** - NYSERDA anticipates making multiple awards under this PON. NYSERDA may award a contract based on initial applications without discussion, or following discussions or negotiations. Each offer should be submitted using the most favorable cost and technical terms. NYSERDA may request additional data or material to support applications. NYSERDA will use the Sample Agreement to contract successful proposals. NYSERDA reserves the right to limit any negotiations to exceptions to standard terms and conditions in the Sample Agreement to those specifically identified in the submitted proposal (see Proposal Checklist). Proposers should keep in mind that acceptance of all standard terms and conditions will generally result in a more expedited contracting process. NYSERDA expects to notify proposers in approximately eight (8) weeks from the proposal due date whether your proposal has been selected to receive an award. NYSERDA may decline to contract with awardees that are delinquent with respect to any obligation under any previous or active NYSERDA agreement.

**Limitation** - This PON does not commit NYSERDA to award a contract, pay any costs incurred in preparing a proposal, or to procure or contract for services or supplies. NYSERDA reserves the right to accept or reject any or all proposals received, to negotiate with all qualified sources, or to cancel in part or in its entirety the PON when it is in NYSERDA's best interest. NYSERDA reserves the right to reject

proposals based on the nature and number of any exceptions taken to the standard terms and conditions of the Sample Agreement.

**Disclosure Requirement** - The proposer shall disclose any indictment for any alleged felony, or any conviction for a felony within the past five (5) years, under the laws of the United States or any state or territory of the United States, and shall describe circumstances for each. When a proposer is an association, partnership, corporation, or other organization, this disclosure requirement includes the organization and its officers, partners, and directors or members of any similarly governing body. If an indictment or conviction should come to the attention of NYSERDA after the award of a contract, NYSERDA may exercise its stop-work right pending further investigation, or terminate the agreement; the contractor may be subject to penalties for violation of any law which may apply in the particular circumstances. Proposers must also disclose if they have ever been debarred or suspended by any agency of the U.S. Government or the New York State Department of Labor.

## **VI. ATTACHMENTS:**

Attachment A – Proposal Checklist

Attachment A-1 – Acceptance of Standard Terms and Conditions

Attachment B – Disclosure of Prior Findings of Non-responsibility Form

Attachment C – Contract Pricing Proposal Form

Attachment D – Sample Agreement

Attachment E – Metrics Reporting Guide: Information Dissemination

Attachment F – Marketing Questionnaire