



# Corrections and Community Supervision

ANDREW M. CUOMO  
Governor

ANTHONY J. ANNUCCI  
Acting Commissioner

## ATTACHMENT 13 Proposal Document Checklist

Please reference Section 7.0 for the appropriate format and quantities for each proposal submission.

RFP# 2020-16 – Statewide Centralized Laboratory Services		
For the Administrative Proposal		
RFP §	Submission	Included
§ 6.1.A	Attachment 1 – Bidder’s Disclosure of Prior Non-Responsibility Determinations, completed and signed.	<input type="checkbox"/>
§ 6.1.B	Freedom of Information Law – Proposal Redactions (If Applicable)	<input type="checkbox"/>
§ 6.1.C	Attachment 3- Vendor Responsibility Attestation	<input type="checkbox"/>
§ 6.1.D	Attachment 4 - Vendor Assurance of No Conflict of Interest or Detrimental Effect	<input type="checkbox"/>
§ 6.1.E	M/WBE Participation Requirements:	<input type="checkbox"/>
	Attachment 5 Form 1	<input type="checkbox"/>
	Attachment 5 Form 2 (If Applicable)	<input type="checkbox"/>
§ 6.1.F	Attachment 6- Encouraging Use of New York Businesses	<input type="checkbox"/>
§ 6.1.G	Attachment 7 - Bidder’s Certified Statements, completed & signed.	<input type="checkbox"/>
§ 6.1.H	Attachment 9 – References	<input type="checkbox"/>
§ 6.1.I	Attachment 10 - Diversity Practices Questionnaire	<input type="checkbox"/>
§ 6.1.J	Attachment 11 - Executive Order 177 Prohibiting Contracts with Entities that Support Discrimination	<input type="checkbox"/>
For the Technical Proposal		
RFP §	Submission	Included
§ 6.2.A	Title Page	<input type="checkbox"/>
§ 6.2.B	Table of Contents	<input type="checkbox"/>
§6.2.C.1	Minimum Qualifications Narrative	<input type="checkbox"/>
§ 6.2.C.2	Mandatory Submissions	<input type="checkbox"/>
§ 6.2.C.3	Preferred Qualifications Narrative	<input type="checkbox"/>
§ 6.2.D	Technical Proposal Narrative	<input type="checkbox"/>
§ 6.2.D.1	Organization and Experience	<input type="checkbox"/>
§ 6.2.D.2	Work Plan	<input type="checkbox"/>
§ 6.2.D.3	Staffing	<input type="checkbox"/>
§ 6.2.D.4	Specimen Pick-Up	<input type="checkbox"/>



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§ 6.2.D.5	Reporting/Record Keeping	<input type="checkbox"/>
§ 6.2.D.6	DNA Testing	<input type="checkbox"/>
§ 6.2.D.7	Equipment	<input type="checkbox"/>
§ 6.2.D.8	Information Technology/Electronic Interface	<input type="checkbox"/>
§ 6.2.D.9	Security	<input type="checkbox"/>
§ 6.2.D.10	Transition	<input type="checkbox"/>
<b>For the Cost Proposal Requirement</b>		
<b>RFP §</b>	<b>Requirement</b>	<b>Included</b>
§ 6.3	Attachment 12 - Cost Proposal	<input type="checkbox"/>