DE-EE0002867/005

Peer Review

REDACTED
EXEMPTION 5 –

deliberative
process

PMC 128.3

(12-22--2009)

U.S. DEPARTMENT OF ENERGY
EERE - PROJECT MANAGEMENT CENTER

AWARD DOCUMENTS - REQUEST FOR SCANNING

STRIPES Award No. DE-EE0002867 / 005

OAFA Specialist: Molly Hames

Navarro Specialist:

Program: Office of the Biomass Program

OAFA SPECIALIST	AWARD DOCUMENTS TO BE SCANNED:
Mark the box next to each document included in this package for scanning. Initials: _____ Date Package submitted to Scanning POC: _____	**DOCUMENTS:** ☒ AWD-001 Financial Assistance Award Index & Checklist ☐ AWD-002 Selection Statement ☐ AWD-003 Determination of Non-Competitive Financial Assistance (DNFA) Documentation ☐ AWD-004 HCA Approval ☐ AWD-005 HQ Business Clearance Documentation ☐ AWD-006 Congressional Affairs Notification (DOE F 4220.10) ☒ AWD-007 Successful Application Documentation (PRIME & SUBS) ☐ AWD-008 National Environmental Policy Act (NEPA) Documentation ☐ AWD-009 Pre-Award Information Sheet (PMC 121.1) ☐ AWD-010 Dun&Bradstreet Risk Assessment (PMC 460.2) ☒ AWD-011 Combined Technical Evaluation / Negotiation Memo (PMC 120.2) ☐ AWD-012 Intellectual Property Law Division (IPLD) Documentation ☐ AWD-013 Cost Share Determination Documentation ☐ AWD-014 Cost / Price Documentation ☒ AWD-015 EPLS ☐ AWD-016 Pre-Award Cost Request and Authorization ☐ AWD-017 Justification for Use of Conditional Availability of Funds Provision (PMC 132.2) **LETTERS/OTHER:** ☒ AWD-018 Misc. Correspondence to Recipients **REVIEWS:** ☒ AWD-019a Request for Review (PMC 112.2)(Review of Award Package) ☐ AWD-019b [insert other as needed] ☐ AWD-021 Other
STRIPES Procurement Assistant Initials:_____ Date Package returned to OAFA Specialist: _____	☐ all documents indicated above are included in this package (Note: return package to OAFA Specialist if any of the documents indicated above are not included in this package) ☐ all documents indicated above have been scanned to a non-editable .pdf format ☐ .pdf files placed in applicable folder on S:\ drive ☐ PMC 128.3 and document package returned (with all original documents) OAFA Specialist STRIPES Procurement Assistant to retain electronic copy of PMC 128.3 for 1 year, then destroy
OAFA SPECIALIST	**Action Items:** ✓ **VERIFY** that all .pdf files for all documents submitted for scanning were placed in applicable folder on S:\ drive ✓ **UPLOAD** all .pdf files to STRIPES AWARD as Supporting Documents ✓ **PLACE** all hardcopies of AWARD Supporting Documents in a secured shredder bin

OAFA Specialist: I acknowledge that all supporting documents for this award have been reviewed and uploaded to STRIPES. All paper documents contained in this file can be shredded.

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