



**Attachment C:
City of District Heights Green Energy Efficiency
Program
PARTICIPATING CONTRACTOR Agreement**

If any of the requirements above are not met, City of District Heights reserves the right to waive the requirement[s] for a particular PARTICIPATING CONTRACTOR upon submission of a written request for a brief waiver. The request should be accompanied by a detailed, reasoned, and credible explanation of the reasons for failure to meet any of the requirements so marked. However, City of District Heights is under no obligation to approve any or all such requests.

PARTICIPATING CONTRACTOR acknowledges that failure to follow Program requirements and procedures, including processing necessary documents, will jeopardize PARTICIPATING CONTRACTOR's ability to receive incentives under this Program.

Agreed to by:

_____	_____
Name	Name
_____	_____
PARTICIPATING CONTRACTOR Name Inc	City of District Heights Holdings,
_____	_____
Date	Date

Discloser of prior Suspension or Termination:

Using the space below, PARTICIPATING CONTRACTOR shall disclose whether it (any owner, member, principal, shareholder, officer, or employee) has been suspended or terminated from any City of District Heights program and of the State of Maryland's programs during the past five (5) years. In addition, please provide a written explanation of the circumstances leading to such suspension or termination.

Name	Program
_____	_____
_____	_____

Certification of Suspension or Termination:

Please sign that the Participating Contractor agree that it has never been or is currently not suspended and/or debarred from securing State contracts to provide services through their respective firms.

_____	_____
PARTICIPATING CONTRACTOR Signature	Date



Applicant Certification:

I certify, under the penalties of law that the statements made in this Agreement, and in supporting documentation provided along with this Agreement, have been examined by me and are true and complete. I understand that by signing this Agreement, I consent to any other inquiry to verify or confirm the information I have given. I hereby authorize any reference identified or provided to City of District Heights by PARTICIPATING CONTRACTOR to release to City of District Heights any information pertaining to past or present relevant work. I hereby release from all liability or damage, City of District Heights and those persons, agencies or organizations who may furnish such information.
Signed:

PARTICIPATING CONTRACTOR Date City of District Heights Date

Name, Title



Attachment E:

DHEEP Proposed Schedule

- October 9, 2010 – Pre-submission Meeting
- October 15, 2010 – RFQ deadline
- October 19-23 - RFQ review and select contractor short list
- October 26- 30, 2010 – Conduct Contractor Interviews
- November 2-5, 2010 – Select Contractor
- November 2010– Enter into negotiations and Program scope revisions (if needed)
(Request Revised Pricing based on Contractor Interview)
- November 2010 – Await MHT approval based on 1st group of applications
- November 2010 – Finalize DHEEP contract
- November 2010 – December 2010 – Start Audits (pending MHT approval, audits may start in November 2010)
- January 2011 – Complete first audits and Start Measures
- February 2011 – 1st round of residential homes completed (or sooner); Production review check point
- March 2011 – Receive MHT Approval and start Second phase
- April 2011 – May 2010 Complete second phase
- May 2011 – December 2011 - Applications continue to be submitted and evaluated for program eligibility; Work continues