COMPANY QUESTIONAIRE FOR SBIR/STTR REQUEST TO LOS ALAMOS NATIONAL LABORATORY

This questionnaire is to gather necessary information Triad National Security, LLC (Triad) (on behalf of Los Alamos National Laboratory (LANL)) requires to consider participation as a sub-contractor or research institution on a proposal. Additional information may be requested based on the capabilities, work, or proposal submission requested. Triad/LANL reserves the right not to perform technical work for, or in collaboration with, a company based upon information that may not have been available to Triad/LANL at the time Letters of Intent or statement of capabilities were submitted to the federal sponsor.

Recommendations:

- Contact the potential LANL Principal Investigator (PI) directly about a proposal to determine whether they have the needed capabilities, resources, expertise and availability to participate if awarded.
- The SBIR/STTR coordinator may be approached to identify a potential PI if the company is aware of Triad/LANL capabilities but does not know of an appropriate LANL PI to approach

Considerations when Approaching Triad/LANL:

- A company must request Triad involvement and provide this company questionnaire to the SBIR/STTR Coordinator at least **3 weeks prior** to the proposal submission deadline in order for:
    - Adequate time to review, approve and generate documentation for the request
    - For a company to receive permission to include any official documentation regarding Triad/LANL
- Completion of the following company questionnaire guides the creation of the SOW, budget and any other documentation to include Triad/LANL in a proposal
    - The clearer and more complete the company questionnaire is the faster reviews can be conducted
- Once all documentation and approvals have been received, the SBIR/STTR Coordinator will generate a Statement of Capabilities Package which will contain the necessary information to include Triad in the proposal
    - Only documentation provided by the SBIR/STTR Coordinator may be included within a proposal
- If a proposal is awarded that includes Triad/LANL and was not reviewed and approved, there is no guarantee that Triad will conduct the requested work
- If a proposal is awarded, the company must enter into an agreement with Triad before work can begin. Per DOE requirements, Triad cannot enter into another institution's agreement, so a company will need to enter into either a Strategic Partnership Project with a Non-Federal Entity (SPP-NFE) agreement or Cooperative Research and Development Agreement (CRADA) in order for LANL staff to receive funding and conduct work
- Foreign aspects of the company and/or foreign involvement in the project will require additional reviews
- LANL's involvement is dependent on:
    - Whether the proposal states Federally Funded Research and Development Center (FFRDC) or national laboratories are eligible to participate
    - Whether requested Triad/LANL capabilities and work are unique and do not compete with services available in the private sector
    - LANL Staff have availability for the requested work
- As a FFRDC, Triad cannot provide any preferential treatment to individual companies or organizations
    - Therefore, Triad cannot provide letters of support as part of proposal submissions. Only a statement of capabilities can be provided regarding services that are available for any eligible entity

Company Questionnaire Instructions:

- Responses to **all questions** are required. If a question is not applicable, put "N/A".
- Please do not include any company proprietary or confidential information on this questionnaire
- Send a completed word and a signed pdf copy of this questionnaire to sbir-sttr@lanl.gov

PROPOSAL INFORMATION

SBIR/STTR Funding Opportunity Announcement (FOA), Broad Agency Announcement (BAA) Information

Funding agency	
Proposal type	SBIR: ☐ STTR: ☐ Both: ☐
FOA/BAA/Proposal #	
Proposal phase	
Proposed project title	
Topic # (if applicable)	
Topic Title (if applicable)	
Link to FOA/BAA/Proposal	

COMPANY INFORMATION

1. Company Information:

(Legal) Company Full Name (include Acronym)	**Data Universal Numbering System Number (DUNS)***
**Triad/LANL requires that all sponsors (company, university, etc.) provide their DUNS number (http://fedgov.dnb.com/webform) and maintain an active registration on Sam.gov. Process may take 6-8 weeks.*	
Division (If Applicable)	**Website**
Courier (Express Mail) Address (Address) (City) (State) (Zip Code) (Country) (Province)	
Parent Company (If Applicable)	**Parent Company Address (If Applicable)**

2. Is your company incorporated in the U.S.?

☐	Yes	☐	No If no, please identify the country of incorporation:

3. Please check all that apply related to your company/corporation:

☐	The company is a foreign government or foreign government agency or instrumentality thereof. If checked, provide the country of foreign government or agency:
☐	The company is an international organization.
☐	The company is a form of business enterprise or legal entity organized, chartered or incorporated under the laws of any country other than the United States or its territories. If checked, identify the country(s):
☐	The company is a form of business enterprise organized or incorporated under the laws of the United States or a State or other jurisdiction within the United States, which is wholly owned, controlled or influenced, by a foreign government, agency, firm, or corporation. **If checked, provide name, address, and country of foreign government, agency, firm, or corporation. If so, please indicate the country.*
☐	Other. Please Explain.
☐	None of the above

4. **Organizational Conflict of Interest:** Triad National Security, LLC is the operator of Los Alamos National Laboratory and operates under DOE Prime Contract 89233218CNA000001. To ensure that there are no potential organizational conflicts of interests (OCI) related to any business relationship with Triad National Security, LLC, please answer the following **(Response not required if you are a National Laboratory)**:

No ☐	Yes ☐	Is the subject of this agreement related to work your company is doing with: ●Battelle Memorial Institute, ●University of California, ●The Texas A&M University System ●Fluor Federal Services ●Huntington Ingalls Industries ●Longenecker & Associates ●TechSource or ●Merrick-SMSI? ***If Yes, Describe relationship***:

5. **Request Points of Contact:**
Because the requested work with Triad may involve the exchange of export controlled information, please specify the designated individual(s) (technical point of contact, etc.) at your company authorized to receive such export controlled information and include his/her full contact information (email, phone, physical address), add additional pages as needed.

Technical Point of Contact:

Name (Dr., Mr., Ms., etc.) (First Name) (MI) (Last Name)			**Title**
Division			
Courier (Express Mail) Address (If different than company) (Address) (City) (State) (Zip Code) (Country) (Province)			
Telephone	**Ext.**	**E-Mail**	
Is the Technical POC a U.S. person? ☒ **Yes** ☐ **No** *U.S. person means a person who is a lawful permanent resident as defined by 8 U.S.C. § 1101(a) (20) or who is a protected individual as defined by 8 U.S.C § 1324b (a) (3).* ***If no, please list their country of citizenship:***			

Contract Administrator ☐ **Same as Technical Contact**

Name (Dr., Mr., Ms., etc.) (First Name) (MI) (Last Name)			**Title**
Division			
Courier (Express Mail) Address (If different than company) (Street) (City) (State) (Zip Code) (Country) (Province)			
Telephone	**Ext.**	**E-Mail**	

6. **Is the company, any of the principals or employees of the company currently involved in a dispute (i.e.: lawsuit, contract claim, etc.) with the U.S. Government or Triad National Security, LLC?**
   ☐ NO ☐ YES, *if yes, provide additional details below:*

WORK SCOPE INFORMATION

1. **Provide a list of any/all other entities or organizations who may be involved in this proposal if awarded**

2. **If there are other entities or organizations involved on this proposed project, will they be collaborating or working directly with Triad staff if the proposal is awarded?**
   ☐ NO ☐ YES, *if yes describe the collaboration below:*

3. **What Triad/LANL unique capability is the company requesting to utilize as part of the above SBIR/STTR proposal?** *Examples of capabilities can be found at https://www.lanl.gov/expertise/Search*

4. **Name the Triad principal investigator or group related to this research capability.**

5. **How did your company learn about this research capability?**

6. **What would Triad's role be if the proposal is awarded?**
   ☐ Sub-Contractor ☐ Research Institution

7. **If a Phase I proposal is awarded, do you expect to request Triad involvement for a Phase II proposal?**
   ☐ N/A ☐ NO ☐ YES, *if yes please describe what Triad's role may be in a Phase II project. (Note: Triad involvement in a Phase I proposal does not guarantee involvement in Phase II)*

8. **What is the planned amount of funding allocated for Triad/LANL's tasks?**

9. **What work/contributions to the project are you requesting from Triad staff if funded?** *(Provide a brief description of the planned statement of work for Triad's participation within the proposal.)*

10. **List any, and all, requested deliverables, tasks or deadlines associated with Triad staff's contribution to the proposed work.**

11. **What are the planned dates and duration of Triad's involvement in the proposed work?** *Provide approximate start and end dates. if this period is different from the length of the full proposal please specify*

12. **Is there an option period available within the proposal?**
☐ NO ☐ YES, *if yes please provide the funding amount and additional work scope for Triad/LANL staff if the option period is awarded.*

13. **Will Triad contributions be necessary for the commercialization of your work?**
☐ NO ☐ YES, *if yes please provide a non-proprietary explanation (i.e. would there be any intellectual property license or other relationship established with Triad?)*

14. **Are there any unique Triad/LANL equipment or facilities that would be used as part of the proposed work?**
☐ NO ☐ YES, *if yes provide additional details below.*

15. **What information is needed to include Triad within the letter of intent or proposal?**
(Note: Review the proposal for specific documentation requirements. Examples of documentation are: Contracting Office FFRDC authorization, budget, statement of work, Key Personnel Biographical sketches, etc.)

16. **Provide the date when you would like to receive the items in #15.**
(Note: 3 weeks of lead-time is needed in order to properly review and prepare all requested documents)

17. **Is there any Triad intellectual property (software or patents) associated with this research capability and that your company would be interested in licensing, if available?**
☒ NO ☐ YES, *if yes, please include patent number(s), patent application number(s) or software name(s)*

18. **If applicable, give a brief description of the applications and/or activities for which the company intends to use the Triad intellectual property identified in #17**

19. **Is there any company owned intellectual property associated with this proposal project?**
☐ NO ☐ YES, *if yes, please include patent number(s), patent application number(s) or software name(s)*

Unless indicated in writing, Los Alamos National Laboratory may transmit all information provided by my company via telecommunications (telephones, faxes, video conferences, e-mail, etc.) within the Laboratory, to DOE, and to my organization. Proprietary Information will not be provided during the proposal stage.

I hereby represent that the above information may be relied upon for purposes of entering into a proposed agreement with Triad National Security, LLC / Los Alamos National Laboratory.

Name & Title: _____ **Phone:** _____

Signature: _____ **Date:** _____