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Updated Contractor Guidance: NYSERDA On-Premise Site Visits 3/23/20

The New York State Energy Research and Development Authority (NYSERDA) would like to take this opportunity to provide you with an update on the state's response to COVID-19 as it relates to our clean energy programs and the support of contractors. We understand that this situation is rapidly changing and as such our teams are here to help you navigate our programs during this unprecedented time and we will provide you with guidance as quickly as possible as it relates to our programs.

First, we want you to know that NYSERDA remains open with all our employees available remotely. You may reach our teams via email or phone, as work phones have been forwarded.

Second, on March 20, Governor Cuomo through the New York State on PAUSE Executive Order issued a directive that 100 percent of non-essential workforce must stay home as part of the state's ongoing effort to stop the spread of COVID-19. This new directive which places the priority on the safety and health of every New Yorker will result in **NYSERDA pausing all on-premises work conducted by contractors for all our clean energy programs in the residential, commercial and industrial sectors until April 19**. Directions on how our programs will operate after April 19 will be forthcoming upon evaluation of the state's response at that time.

We recognize the significant and difficult challenges your business is facing right now. As such, to assist you, NYSERDA is implementing the following procedures:

- NYSERDA will provide additional flexibility regarding contract timelines, extensions, and partial payments for work completed to date.
- NYSERDA continues to accept project applications and deliverables; and will also continue to commit funding and make payments for completed work.
- If there are milestones that are problematic to complete during this time period, please reach out to your NYSERDA Program Manager to discuss options for keeping projects moving forward.
- During this period, NYSERDA is assessing ways to provide training support and capacity building to support a robust clean energy market in the months ahead. We welcome your input on other ways we can support your business and pursue our shared clean energy goals. We will be organizing an opportunity for market input and will be shortly sending out an announcement/date for these virtual meetings.

Guidance for contractors working in homes, apartments and other residences:

- NYSERDA will be providing further guidance regarding quality assurance and other process changes.
- Your NYSERDA Program Manager will be contacting you with further details on any necessary program-specific adjustments.

Guidance for Contractors who perform outreach and training activities:

- NYSERDA encourages the increased use of technology (teleconference, videoconference,

Facetime Live, webinars, etc.) to engage audiences in your target community, as appropriate.

- NYSERDA looks forward to hearing from you on new tools and resources that could drive new interest in future, clean energy efforts and projects. Please discuss any new approaches with your Program Manager.

Pending Review: The status of NYSERDA programs in the areas below are still pending review, and as of today are not included in this temporary NYSERDA program pause. Guidance for these programs will be forthcoming:

- NY-Sun
- Large-Scale Renewables
- Offshore wind
- Energy Storage
- Electric Vehicle Infrastructure
- NY Green Bank

For your reference, we are also providing additional resources that you may find helpful:

- Governor Cuomo's Executive Order 202.8 (available here: <https://www.governor.ny.gov/news/no-2028-continuing-temporary-suspension-and-modification-laws-relating-disaster-emergency>) for businesses regarding teleworking.
- Empire State Development has issued guidance on implementing the Executive Order and businesses designated as essential functions that is available here: <https://esd.ny.gov/guidance-executive-order-2026>
- New York State information on COVID-19 is available at: <https://coronavirus.health.ny.gov/home>
- [CDC guidelines](https://www.cdc.gov/coronavirus/2019-ncov/community/index.html) in order to prevent COVID-19 from spreading: <https://www.cdc.gov/coronavirus/2019-ncov/community/index.html>.

We recognize during this challenging time you have many questions and concerns. Please do not hesitate to contact your NYSERDA Program Manager so that we may assist you. Your continued partnership and work are critical to New York meeting its ambitious clean energy goals.

The Authority's response to COVID-19 has been and shall continue to be fluid. The Authority may update this guidance based on any changes to law, rules and regulations, Executive Orders or the impact of COVID-19 on the State of New York.

During this time, we hope you, your family and colleagues stay safe and healthy.

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