

How to "Create A Response" in FedConnect

Sign in



This will likely be the first page you see after you sign in

Click on “opportunities”

FedConnect Member Home - Windows Internet Explorer

https://www.fedconnect.net/Fedconnect/MemberHome/Dashboard.aspx

File Edit View Favorites Tools Help

FedConnect Help | My Profile | Company Profile | Sign Out

NATIONAL ENERGY TECHNOLOGY LABORATORY — Sue Miltenberger

message center | opportunities | awards

Inbox

Search Criteria | Advanced Options

Document [] Search

	From	Representative	Subject	Document	Received	Public		
✉	DOE - DOE	Susan Miltenberger	EECBG QUESTIONS AND ANSWERS MAY 29	Recovery Act - EECBG Program (DE-FOA-0000013)	05/29/2009 12:58 PM	YES	←	✕
✉	DOE - DOE	Susan Miltenberger	EECBG QUESTIONS AND ANSWERS MAY 27	Recovery Act - EECBG Program (DE-FOA-0000013)	05/27/2009 12:15 PM	YES	←	✕
✉	DOE - DOE	Susan Miltenberger	B1 Activity Worksheet - IMPORTANT - PLEASE READ	Recovery Act - EECBG Program (DE-FOA-0000013)	05/26/2009 10:13 AM	YES	←	✕
✉	DOE - DOE	Susan Miltenberger	UPCOMING WEBINARS	Recovery Act - EECBG Program (DE-FOA-0000013)	05/26/2009 08:00 AM	YES	←	✕
✉	DOE - DOE	Susan Miltenberger	EECBG QUESTIONS AND ANSWERS MAY 26	Recovery Act -	05/26/2009 01:44 PM	YES		

javascript:__doPostBack('CTRL_MessageCenter1\$gridMessageCenter','Select\$2')

start Nov... Fed... N:\v... Pas... EEC... Win... Att... Att... Doc... 2:31 PM

Search for the FOA and select it

FedConnect: Opportunities - Windows Internet Explorer

https://www.fedconnect.net/Fedconnect/MemberHome/Dashboard.aspx

Help | My Profile | Company Profile | Sign Out

NATIONAL ENERGY TECHNOLOGY LABORATORY — Sue Miltenberger

message center | **opportunities** | awards

This is a list of directed and public opportunities that meet the criteria you have specified in your user profile. To view a particular opportunity, click the hyperlink under the title. For more details on using this page, click Help.

Search Criteria | [Advanced Options](#)

Reference Number

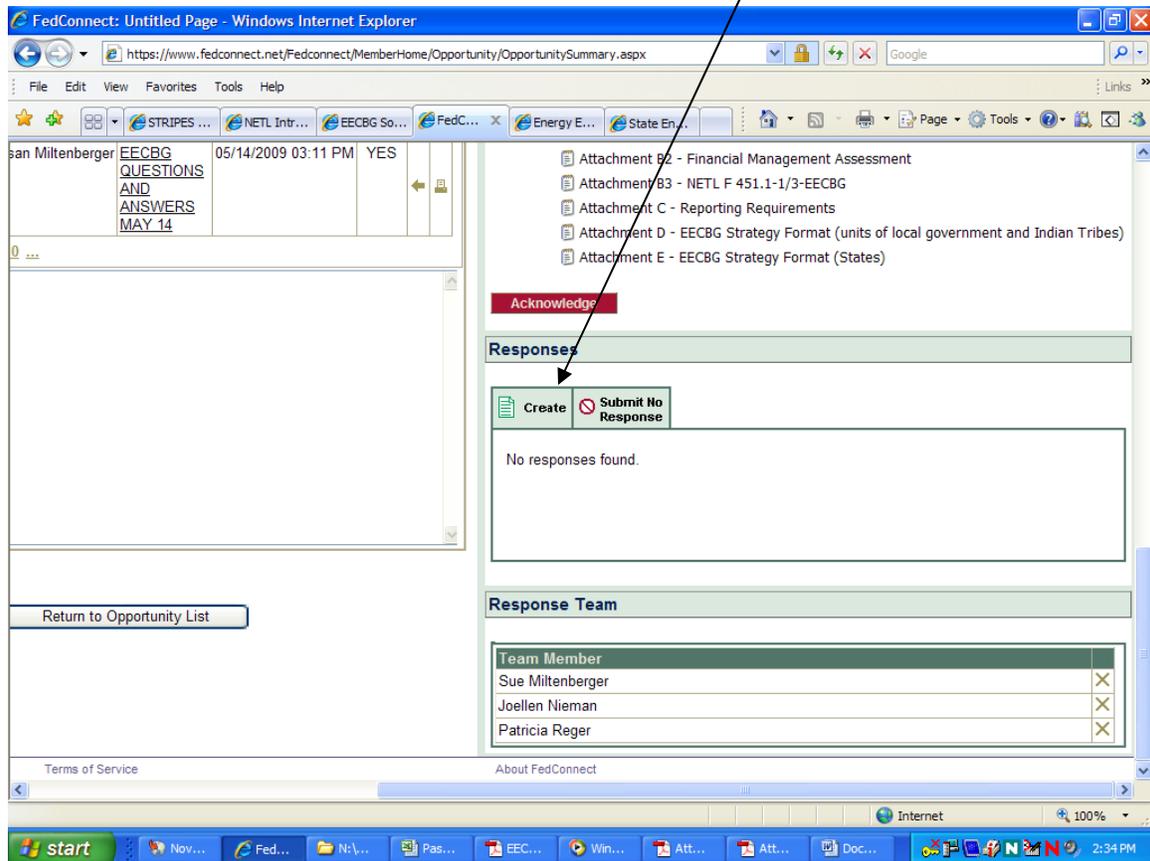
Title	Type	Agency	Issuing Office	Issue Date	Response Due Date	PSC / FSC	NAICS	Reference Number	
Landscaping Services at Morgantown Facility	Solicitation	DOE - DOE	NETL - Pittsburgh	5/1/2009	06/03/2009 08:00 PM ET	S208	561730	DE-SOL-0000584	Audits
Recovery Act - Demo of Integrated Biorefinery Ops	Solicitation	DOE - DOE	Golden Field Office	5/7/2009	06/30/2009 11:59 PM ET	0000		DE-FOA-0000096	Audits
Request for Information (RFI)	Solicitation	DOE - DOE	Golden Field Office	5/28/2009	06/30/2009 11:59 PM ET	0000		DE-FOA-0000111	Audits
Water Tender Rental	Solicitation	DOI - BLM	L NM-RIO PUERCO FIELD OFC(NMA01)	5/28/2009 2:00:00 AM	06/04/2009 06:30 PM ET	w038	532412	L09PS00614	Audits
BioWatch Gen-3 (Phase 1)	Solicitation	DHS - OCPO	U.S. Dept. of Homeland Security	5/27/2009	06/26/2009 12:00 PM ES	AJ14	541330	HSHQDC-09-R-00045	Audits
COMPUTER SERVER MAINTENANCE	Solicitation	DOI - BLM	L ES-STATE OFC BUS&ADMN SVC(ES952)	5/18/2009 2:00:00 AM	06/05/2009 07:00 PM ET	D310		L09PS00496	Audits
State of Florida Special Species Data	Solicitation	DOI - BLM	L ES-STATE OFC BUS&ADMN SVC(ES952)	5/19/2009 2:00:00 AM	06/08/2009 07:00 PM ET	R702	518210	L09PS00562	Audits

Opportunity/OpportunityList.aspx

Internet 100%

start Nov... Fed... N:\... Pas... EEC... Win... Att... Att... Doc... 2:32 PM

Depending on how your screen size is set, you will likely have to move all the way over the right of the page and all the way down to the bottom of the page to see the option of “Create” under “Responses” – click “Create”



This will bring up a summary page with information about your organization's registration in FedConnect

FedConnect: Response - Cover Page - Windows Internet Explorer

https://www.fedconnect.net/Fedconnect/MemberHome/Opportunity/OpportunitySummary.aspx

Company name: NATIONAL ENERGY TECHNOLOGY LABORATORY
DUNS: 007658474

Mailing address: P O BOX 880

City: MORGANTOWN
State: WV
Postal code: 265070880
Country: USA

Contact: PATRICIA REGER
Phone: 3042854084
Fax: 3042854683
Email: Patricia.Reger@netl.doe.gov

Continue Return to Opportunity Summary

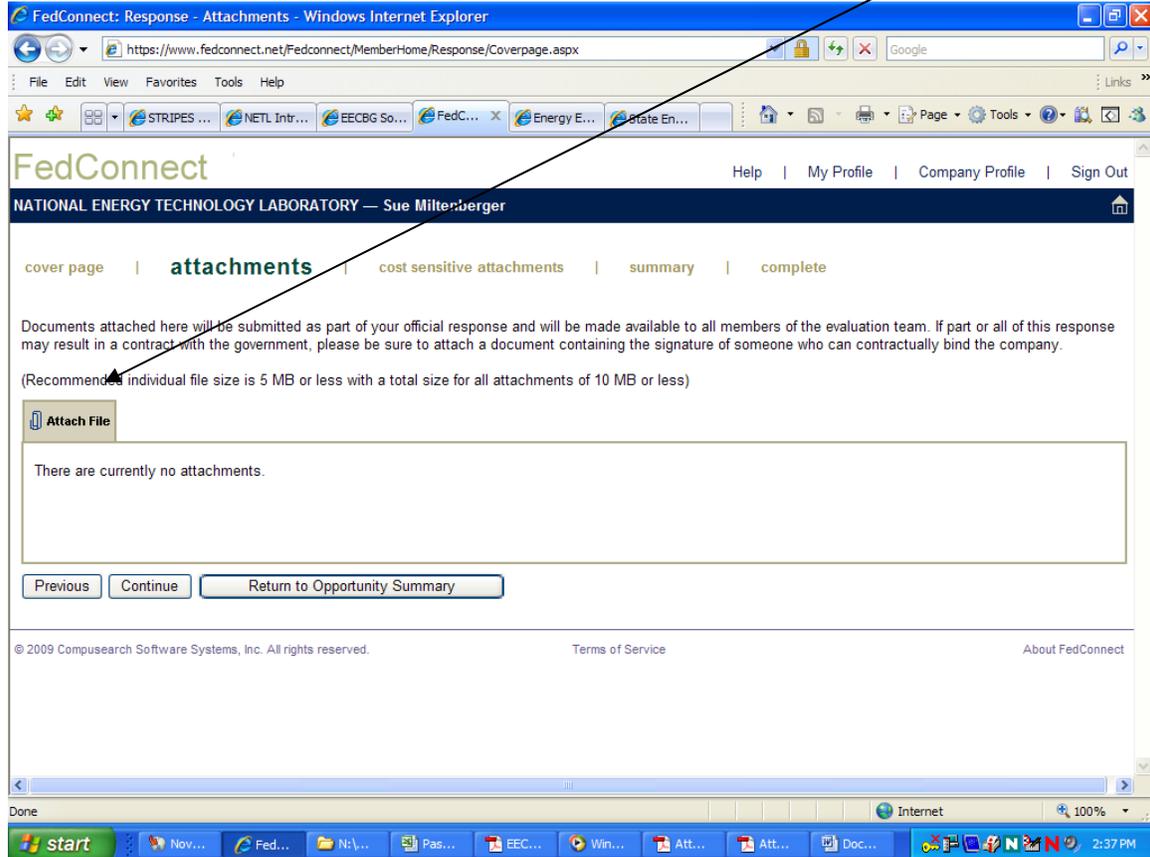
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Internet 100%

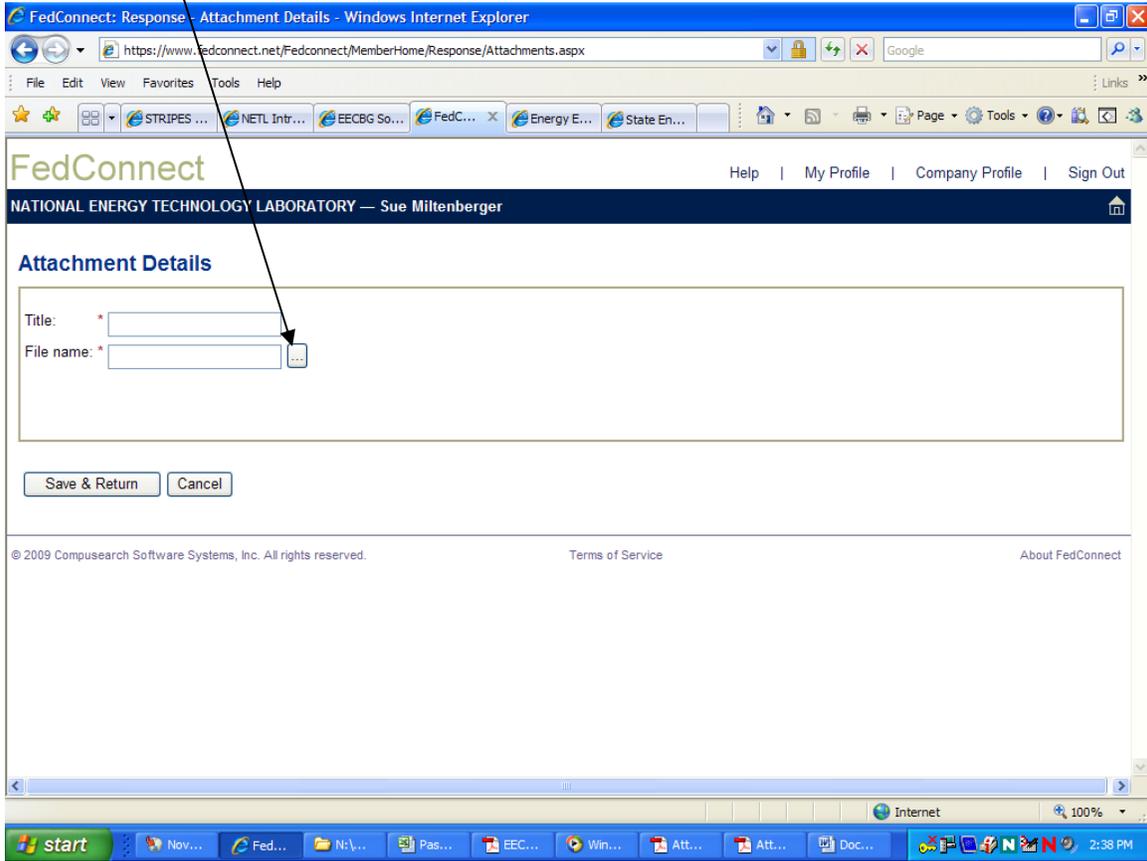
start Nov... Fed... N:\... Pas... EEC... Win... Att... Att... Doc... 2:36 PM

Click "Continue"

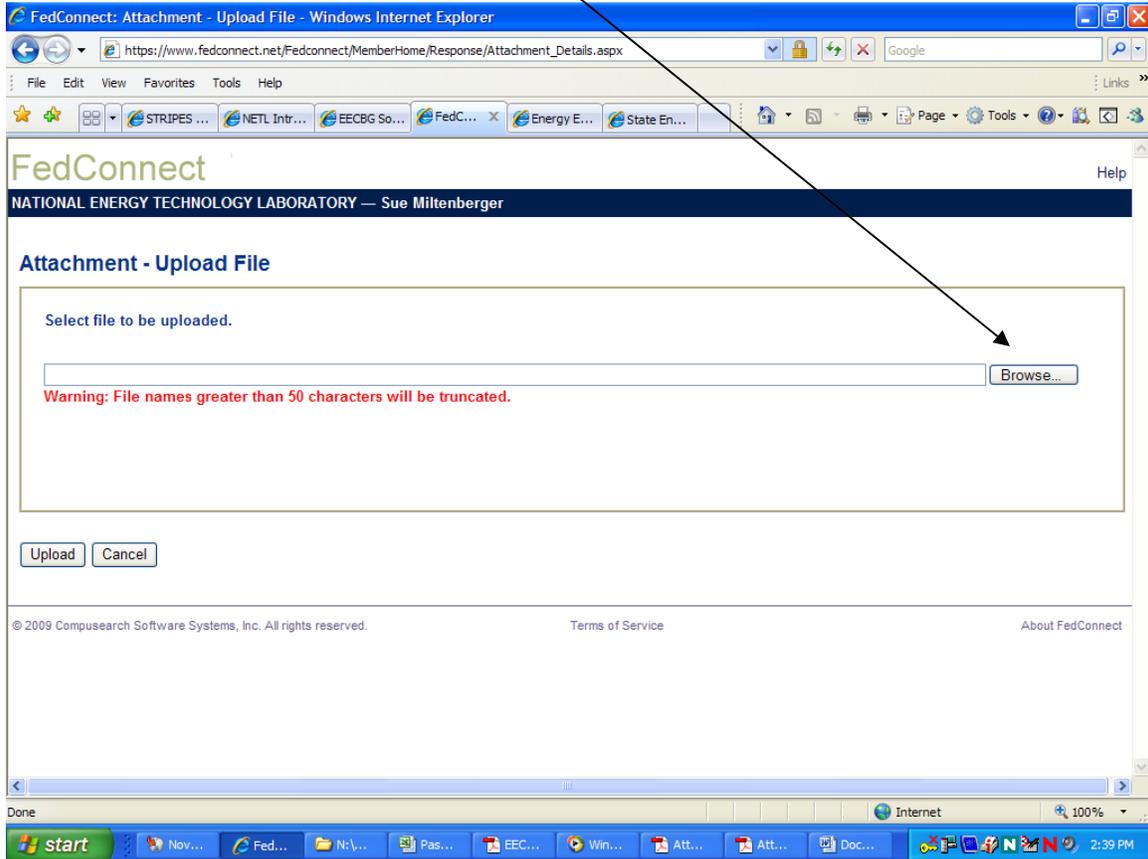
This page is where you attach your file (application). Click on “Attach File”



At this page, put in a title (such as "EECBG Program for City of Morgantown"). Click the look up box to the right of "File name" to browse in your computer



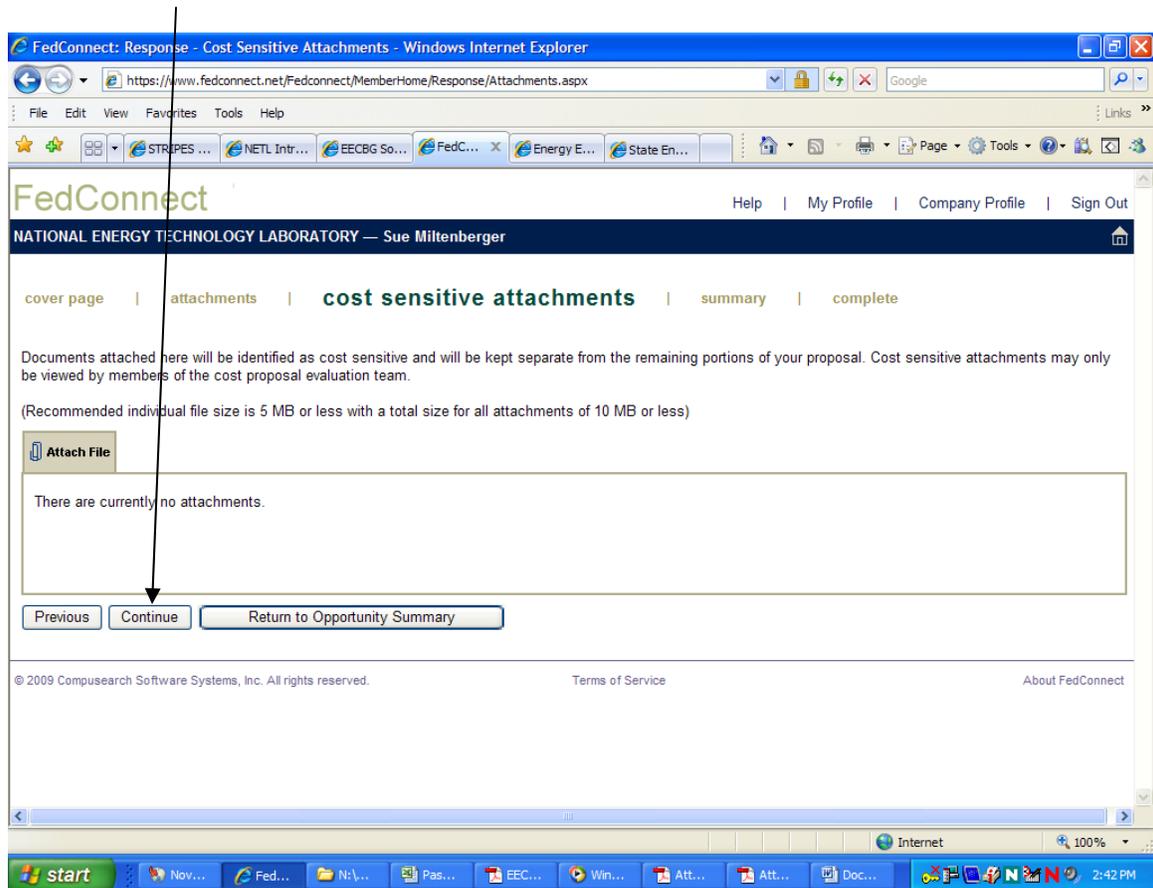
The next screen allows you to browse in your computer and upload your application file.



Once you have uploaded your application file (you don't see any on my example below), click "Continue"



Click “Continue” at this screen



NOTE: If you attach your file under “cost sensitive attachments” it is limited as to who can view it on DOE’s side. Therefore, we are asking that you do not attach anything at this page – merely just click “continue”

At the next Summary Page, click "Continue" again

The screenshot shows a Windows Internet Explorer browser window displaying a summary page. The address bar shows the URL: <https://www.fedconnect.net/Fedconnect/MemberHome/Response/CSAttachments.aspx>. The page content includes contact information for Patricia Reger, followed by sections for Items, Option Line Items, Attachments, Cost Sensitive Attachments, and Complete. At the bottom of the content area, there are three buttons: "Previous", "Continue", and "Return to Opportunity Summary". An arrow points from the text above to the "Continue" button. The footer of the page contains copyright information for CompuSearch Software Systems, Inc. and links to Terms of Service and About FedConnect. The Windows taskbar at the bottom shows the Start button, system tray, and several open applications.

Mailing address: P O BOX 880
City: MORGANTOWN
State: WV
Postal code: 265070880
Country: USA

Contact: PATRICIA REGER
Phone: 3042854084
Fax: 3042854683
Email: Patricia.Reger@netl.doe.gov

Items

Option Line Items

Attachments
There are currently no attachments.

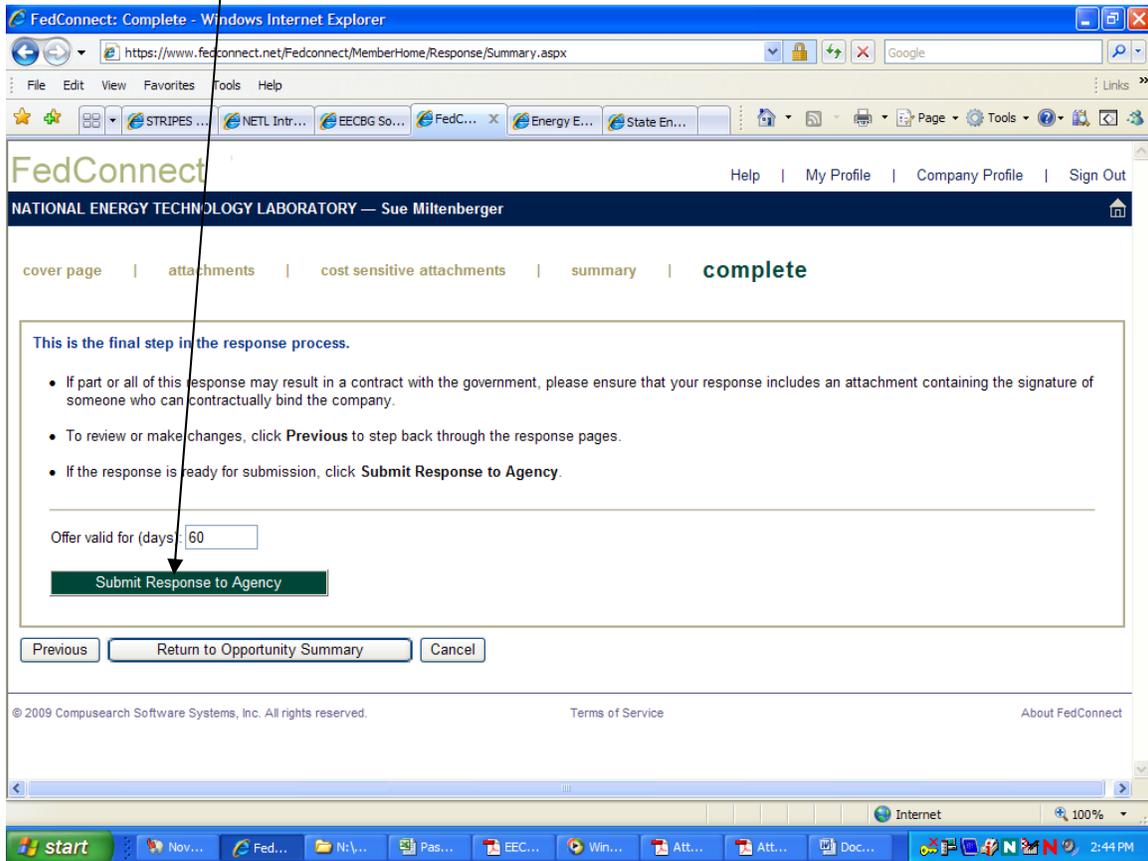
Cost Sensitive Attachments

Complete

Previous Continue Return to Opportunity Summary

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At the final page, complete your submission by click on the green button “Submit Response to Agency”



You will get a confirmation page (not shown in this example) to print and save.