

BATTERY PARK CITY AUTHORITY

REQUEST FOR PROPOSALS

FOR

Battery Park City Infrastructure and Resiliency Study

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I. SUMMARY

Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority (“BPCA”) requests proposals (each individually, a “Proposal” or collectively, the “Proposals”) from qualified firms or teams of firms (each individually, a “Proposer” or collectively, the “Proposers”) to provide an Infrastructure and Resiliency Study (collectively, the “Study”) for BPCA. The Study shall be performed in accordance with the detailed Scope of Work provided in Exhibit A hereto and its related Appendices, and will relate to real property and infrastructure owned and/or controlled by BPCA (generally excluding properties leased by BPCA to others) (the “Infrastructure Elements”). At the conclusion of the Study, BPCA will expect the following deliverables, as more fully described herein:

(a) a comprehensive infrastructure study report with:

- condition assessments, including recommended repair strategy, prioritization, sequencing and cost estimates, and
- trends and patterns related to wear, deterioration, damage and obsolescence, and
- energy and water audits, and
- life cycle projections and recommendations to increase life cycle, efficiency and effectiveness, and cost/time estimates for implementation of the proposed recommendations (collectively, the “Infrastructure Study Report”);

(b) a report of recommended infrastructure improvements, updates, modifications or additions, including cost estimates (the “Infrastructure Improvements Report”);

(c) a resiliency report with identification of areas vulnerable to damage from future storm events and climate change, the nature and extent of the vulnerabilities, conditions assessments of such areas, recommendations by which potential damage may be mitigated and/or avoided and cost/time estimates for the recommendations (collectively, the “Resiliency Report”); and

(d) a manual of recommended infrastructure maintenance protocols and schedules (“Maintenance Protocols Manual”).

BPCA reserves the right to (a) determine at the beginning of the Study, in consultation with the successful Proposer, the order in which the categories of Infrastructure Elements are inspected and assessed, and (b) request up to five (5) discreet interim reports/updates related to portions of the Study or the entirety of the Study, as applicable (the “Interim Reports”) in order to address specific infrastructure questions, issues, or projects.

Minority-Owned Business Enterprises (“MBE”) and Women-Owned Business Enterprises (“WBE”) are encouraged to submit Proposals.

This request for proposals, the attachments and any additional information submitted herewith, (collectively, the “RFP”) does not obligate BPCA to complete the selection and contract award process. BPCA reserves the right: 1) to accept or reject any and all Proposals; 2) to request additional information from any or all Proposers to assist BPCA in its evaluation process; 3) to amend or withdraw this RFP prior to the announcement of the selected firm; and 4) to award the proposed services, in whole or in part, to one or more firms. In case of an amendment to the RFP, all Proposers will be provided with a copy of any such amendment(s) and will be afforded the opportunity to revise their Proposals in response to the RFP amendment.

II. DESCRIPTION OF BPCA

BPCA is a public benefit corporation created in 1968 under the laws of the State of New York for the purpose of financing, developing, constructing, maintaining, and operating a planned community development of the Battery Park City site as a mixed commercial and residential community.

Under the Battery Park City Authority Act (the “Act”), BPCA has the following powers, among others: to borrow money and to issue negotiable bonds, notes or other obligations and to provide for the rights of the holders thereof; to acquire, lease, hold, mortgage and dispose of real property and personal property or any interest therein for its corporate purposes; to construct, improve, enlarge, operate and maintain Battery Park City; to make bylaws for the management and regulation of its affairs, and, subject to agreements with bondholders, for the regulation of Battery Park City; to make contracts and to execute all necessary or convenient instruments, including leases and subleases; to accept grants, loans and contributions from the United States, or the State of New York or the City of New York (the “City”), or any agency or instrumentality of any of them, or from any other source and to expend the proceeds for any corporate purpose; to fix, establish and collect rates, rentals, fees and other charges; and to do all things necessary or convenient to carry out the powers expressly granted by the Act. BPCA has no taxing power.

Since its inception, BPCA has caused the staged development of Battery Park City, in individual parcels, creating a richly diversified mixed use community providing residential and commercial space, with related amenities such as parks, plazas, recreational areas and a waterfront esplanade. Most individual parcels of land in Battery Park City were developed into residential and commercial buildings by tenants (“Ground Lease Tenants”) under long-term ground leases with BPCA. The Ground Lease Tenants are responsible for the maintenance, insurance and defense and indemnification of BPCA with regard to those leased parcels.

Battery Park City consists of approximately 92 acres of landfill which has been developed primarily on a parcel by parcel basis pursuant to a number of ground leases with private developers over the past several decades. Development occurred in accordance with a plan of development that included approximately 36 acres of parkland and open spaces and provided for the construction by private developers of approximately 10.7 million square feet of office space (including commodities trading facilities), retail space, a marina, two hotels, a multiplex cinema, museums, three public schools, a community center, a public library, four not-for-profit condos owned by BPCA and approximately 10.1 million square feet of residential units. All sites in Battery Park City have been designated for development and their construction is substantially complete.

One of BPCA’s key responsibilities under the Act is to operate, maintain and repair the parks and opens spaces in and around Battery Park City’s residential and commercial areas. This function has been delegated by BPCA to the Battery Park City Parks Conservancy Corporation (“BPCPC”) through a written Management Agreement. The BPCPC carries out its mission by maintaining 36 acres of parks, playgrounds and open spaces, including a mile-long waterfront esplanade. The BPCPC also develops programs and manages public events for the Battery Park City community. BPCA owns and has built out a commercial condominium unit in a residential building in Battery Park City, which serves as the BPCPC headquarters.

To obtain a copy of BPCA’s most recently completed audited financial statements, please visit BPCA’s official website at www.batteryparkcity.org. The audited financial statements and related reports found on BPCA’s website will provide you with an overview of the operations for which BPCA is responsible and the areas of expertise in which the selected Proposer must be proficient. For an overview of BPCPC’s operations, please visit its website at www.bpcpc.org.

III. SERVICES REQUIRED

A. The Study shall include, but not be limited to the following, as described in more detail in Exhibit A hereto and its related Appendices:

1. Inspection and assessment of the condition, functionality and efficiency of all Infrastructure Elements;
2. Identification of Infrastructure Elements requiring major/capital repairs and development of a recommended repair strategy including prioritization, sequencing and cost estimates;
3. Identification of, and recommendations regarding, Infrastructure Elements and systems whose longevity and/or operational efficiency and effectiveness may be improved through updating, modification or augmentation (including cost estimates and life cycle costs for such proposed improvements);
4. Identification of, and recommendations regarding, trends and patterns related to wear, deterioration, damage and obsolescence of Infrastructure Elements;
5. Identification of areas vulnerable to damage from future storm events and climate change, and recommendations regarding means (whether through capital modification, augmentation, or relocation or changes in operational methodology) by which potential damage may be mitigated or avoided; and
6. With respect to all Infrastructure Elements assessed, recommended maintenance protocols and schedules.

B. All work to be performed by the selected Proposer shall be performed under the supervision of a Principal of the firm in charge of this engagement (the “Lead Principal”), who must ensure that the work completed for BPCA is performed competently and in a timely manner.

C. If selected, Proposer shall provide BPCA with the following deliverables, as more fully described herein:

- Infrastructure Study Report;
- Infrastructure Improvements Report;
- Resiliency Report; and
- Maintenance Protocols Manual.

IV. KEY DATES, CONTRACT TERM AND MINIMUM QUALIFICATIONS

A. Key Dates

The following is a list of key dates, up to and including the date Proposals are due to be submitted, which is subject to change at BPCA’s discretion:

- Request for Proposals issued July 15, 2014
- **Pre Proposal Meeting: July 24, 2014 at 10:00 am (BPCA Offices, 200 Liberty Street, 24th Floor)**
- Deadline to submit questions to BPCA: **August 1, 2014** by 4:00 p.m. (by email only)

All questions regarding this RFP should be submitted in writing via email to the “Designated Contact”: **Michael LaMancusa** at michael.lamancusa@bpca.ny.gov.

- Deadline for BPCA’s response to substantive questions: August 8, 2014 (by email)
- **DUE DATE FOR RESPONSES TO RFP (and separate Cost Proposals): August 15, 2014 at 3:00 pm (the “Due Date”)**
- Selection and notification of successful Proposer: To be determined.
- Contract start date: To be determined.

B. Anticipated Contract Term

It is anticipated that the term of the contract awarded pursuant to this RFP (the “Contract”) will be eighteen months. BPCA reserves the right to terminate the Contract at any time, with or without cause, upon thirty (30) days’ written notice. BPCA reserves the right to terminate the Contract at any time, without prior notice, if the person identified in the Proposal as the Lead Principal for this engagement ceases to be employed by the selected Proposer.

C. Minimum Qualification Requirements

The following are the Minimum Qualification Requirements for this RFP. Proposals that fail to comply with these requirements will be rejected.

- 1) The firm must have an office in New York State (a New York City office is preferred); and
- 2) The firm and Lead Principal must be licensed in the State of New York; and
- 3) The firm must have experience performing infrastructure and resiliency studies and compiling maintenance manuals for similar sized developments or municipalities.

V. GENERAL REQUIREMENTS

A. Questions regarding MBE/WBE participation, joint ventures and sub-contracting goals

Please see **Exhibit B** hereto for contractor requirements and procedures for business participation opportunities for New York State certified MBEs/WBEs and equal employment opportunities for minority group members and women.

For questions relating to MBE/WBE participation, joint ventures and sub-contracting goals ONLY, please contact “MBE/WBE Designated Contact” Mr. Anthony Peterson at 212.417.2337.

B. Restricted Period

Applicants are restricted from making contact with anyone other than the Designated Contact or MBE/WBE Designated Contact specified above during the period from the date of publication of the notice of this RFP in the New York State Contract Reporter through approval of the Contract by BPCA (the “Restricted Period”). Employees of BPCA are required to record certain contacts during the Restricted Period, including, but not limited to, any oral, written or electronic communication under circumstances where a reasonable person would infer that the communication was intended to influence BPCA’s conduct or decision regarding the governmental procurement, and to make a determination of

responsibility based, in part, upon any such contact. Failure to abide by this process may result in a finding that the firm is a non-responsive Proposer.

C. Submission of Proposals

Proposals are due no later than 3:00 p.m. on August 15, 2014.

Proposers must submit ten (10) paper copies of their Proposals and one (1) electronic CD-Rom copy in a sealed package clearly marked “**Proposal Enclosed - Infrastructure and Resiliency Study Services**” to the Designated Contact **by messenger, overnight courier or certified mail** to the following address:

Michael LaMancusa

Battery Park City Authority

One World Financial Center, 24th Floor

New York, New York 10281

BPCA is not responsible for any internal or external delivery delays which may cause any Proposal to arrive beyond the stated Due Date. To be considered, Proposals must arrive at the time and place specified herein and be time stamped by BPCA’s time stamp prior to the Due Date. Please leave ample time for building security, as late Proposals will not be accepted. Proposals submitted by fax or electronic transmission will NOT be accepted. A Proposer may, after submitting a Proposal, amend its Proposal by submitting a second, amended Proposal, clearly labeled “**Amended Proposal Enclosed - Infrastructure and Resiliency Study Services,**” as long as the amended Proposal is submitted by the Due Date.

Public access to Proposals shall be governed by the relevant provisions of the Freedom of Information Law, Article 6 of the New York State Public Officers Law, and regulations adopted pursuant thereto.

D. Mandatory Forms

Proposers must complete and include with their Proposal all “Mandatory Forms,” which can be found at the following URL address: http://www.batteryparkcity.org/pdf_n/Mandatory_Forms_Packet.pdf, by the Due Date.

These Mandatory Forms include the following:

1) NYS Standard Vendor Responsibility Questionnaire – **Submit with the Cost Proposal (as described below), one (1) original unbound set of a completed NYS Standard Vendor Responsibility Questionnaire with original ink signatures. Do not include the Standard Vendor Responsibility Questionnaire in the bound copies of the Cost Proposal.** The NYS Standard Vendor Responsibility Questionnaire must be notarized and signed by the individual(s) authorized to bind the firm contractually. Indicate the title or position that the signer holds within the firm.

2) State Finance Law § 139 Form 1 – **one original unbound completed SFL 139 Form 1: Professional’s Certifications Pursuant to SFL § 139-j and § 139-k with original signature.** State Finance Law § 139 Forms 1 must be signed by the individual(s) authorized to bind the firm contractually.

3) W-9 form.

- 4) Statement of Non-Collusion.
- 5) Diversity Forms.

VI. PROPOSAL FORMAT AND CONTENTS

A. Proposal Format

The Proposal must be printed on 8½” x 11” paper. Pages should be numbered. The Proposal will be evaluated on the basis of its content, not length and should be limited to no more than ten (10) pages, exclusive of the Transmittal Letter and the Appendices listed below. BPCA reserves the right to disqualify Proposals that fail to comply with any of these instructions.

B. Proposal Content

A Proposal in response to this RFP must include the following sections in the order listed:

- 1) Transmittal Letter, as follows:

The Proposal must include a signed Transmittal Letter from a person within the firm who is authorized to bind the firm, preferably the Lead Principal. **Transmittal Letters must be signed. Proposals with unsigned Transmittal Letters will be rejected.**

The Transmittal Letter must include a representation by the Proposer that, except as disclosed in the Proposal, no officer or employee of the Proposer is directly or indirectly a party to or in any other manner interested financially or otherwise in this RFP.

- 2) Executive Summary.
- 3) Firm’s discussion of its understanding of the Services Required (see Section III).
- 4) Firm’s Responses to the RFP Questions and RFP Additional Information Request, set forth below.
- 5) Firm’s Cost Proposal, as described below.

C. RFP Questions

Briefly describe your firm’s background, size, and history as it may be relevant to the Services Required, with an emphasis on performing infrastructure and resiliency studies and compiling maintenance protocols and schedules. If your offices are located in more than one city, indicate which office will provide the services.

- 1) Describe the relevant special services your firm provides, particularly those that may not be offered by other firms.
- 2) Describe your experience and methodology for performing infrastructure and resiliency studies, such as those described herein.
- 3) Describe your experience and methodology for compiling maintenance protocols and schedules.
- 4) Please describe your experience performing infrastructure and resiliency studies and maintenance protocols, including the size, value and specifics of the development and municipalities, as applicable.

- 5) Within the past three years, have there been any significant developments in your firm such as changes in ownership or restructuring? Do you anticipate any significant changes in the near future? If so, please describe.
- 6) Describe the on-line services, publications, training/seminars and other resources maintained by your firm that would be available to BPCA.
- 7) How does your firm identify and manage conflicts of interest?
- 8) Has your firm or any of the firm's partners/employees been disciplined or censured by any regulatory body within the last five years? If so, please describe the relevant facts.
- 9) Within the last five years, has your firm, or a partner or employee in your firm, been involved in litigation or other legal proceedings relating to the performance of infrastructure and resiliency studies and the compilation of maintenance protocols and schedules? If so, please provide an explanation and the current status or disposition of each such matter.
- 10) Are there any potential conflict of interest issues in representing BPCA?
- 11) List any professional or personal relationships your firm's employees may have with BPCA's Board and/or staff members of BPCA or BPCPC, as listed on Exhibit D.
- 12) List all the employees you intend to assign to this engagement and the area(s) of specialization for each discipline. Describe the role of each employee who will be assigned to this engagement.
- 13) Identify the Lead Principal who will be the primary contact and the lead Engineer who will take the lead in providing services to BPCA, and who will be listed as the "key people" in any contract with BPCA.
- 14) Describe your proposed team's experience with similar work for other public agencies and authorities, with a particular emphasis on New York State agencies and authorities.
- 15) Describe your firm's "backup plan" in the event one or more of the project team members assigned to this engagement leave the firm.
- 16) In the past five years, have any public sector clients terminated their working relationship with your firm? If so, please provide a brief statement of the reasons. Provide the name of the client and each such client's in-house counsel's name, address and telephone number.
- 17) Please provide any additional information that would serve to distinguish your firm from other firms and that you believe may be relevant to this RFP and your capability to perform the services requested.

D. RFP Additional Information Request

1) Insurance:

- a. Do you impose any limitations on liability through your contracts?
- b. Describe the levels of coverage for any professional liability insurance your firm carries.
List the insurance carrier(s).

2) Appendices:

- a. Include professional biographies for all **proposed team members** listed in your proposal.
- b. Attach a sample contract or retainer agreement your firm uses for the provision of services to governmental clients.

3) References:

Please provide at least three client (3) references for whom your firm has performed similar work to that requested in this RFP. For each client, please provide the name, address and telephone number for the client contact.

E. Cost Proposal

Two copies of the “Cost Proposal” must be provided in a separately sealed envelope that is included with the Proposal submission. The Cost Proposal must state a **lump sum for the overall project, with hourly rates for each employee type, and a list of reimbursable expenses, along with estimates for each item, to be included in the contract** for the services contemplated herein.

VII. THE EVALUATION PROCESS

A. Objectives

The primary objective of the evaluation process is to select a firm or team of firms:

- That demonstrates a thorough understanding of the scope of the engagement and the specific responsibilities which it entails;
- Possesses adequate resources to handle assigned responsibilities and to handle unforeseen circumstances that may arise;
- Assigns highly skilled, experienced, diligent, responsible and professional personnel to perform the required services;
- Maintains high ethical standards and has an unblemished reputation;
- Has no conflict of interest between its representation of BPCA and that of other clients.

The selection process will begin with the review and evaluation of each of the written Proposals. The purpose of this evaluation process is twofold: (1) to examine the responses for compliance with this RFP and (2) to identify the complying firms that have the highest probability of satisfactorily performing the Services Required at a reasonable cost to BPCA. The evaluation process will be conducted in a comprehensive and impartial manner. The evaluation process will be conducted by a committee of BPCA’s employees selected by BPCA (the “Committee”). **The Committee will evaluate the Proposals based upon the evaluation criteria for selection set forth below.**

BPCA reserves the right to reject and return unopened to the Proposer any Proposal received after the RFP Due Date. All timely submitted Proposals will be reviewed to determine if they contain all required submittals specified herein. Incomplete Proposals may be rejected.

B. Interviews

BPCA reserves the right to determine whether interviews will be necessary for any or all of the Proposers. The purpose of the interview is to further document a Proposer’s ability to provide the Services Required, and to impart to the Committee an understanding of how specific services will be furnished. The proposed Lead Principal, as well as all other key personnel proposed to provide the services must be present and participate in the interview. The firm will be evaluated on the basis of whether the interview substantiates the characteristics and attributes claimed by the Proposer in its written response to this RFP and any other information requested by the Committee prior to the interview.

C. Evaluation Criteria for Selection

Selection will be based upon the following criteria:

- 1) Relevant experience performing studies and assessments of infrastructure elements of comparable properties (including all technical and practical disciplines required for all

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| portions of the project): | 35% |
| 2) Approach to the project & project staffing (including any proposed sub-consultants): | 35% |
| 3) Cost: | 20% |
| 4) Proposed MBE/WBE utilization plan (the “Utilization Plan”) and/or Firm M/WBE status: | 10% |

D. Basis for Contract Award

The Contract will be awarded to the highest technically rated Proposer whose Proposal is determined to be responsive and in the best interests of BPCA, subject to a determination that the Cost Proposal is fair and reasonable.

VIII. NON-COLLUSION

By submitting a Proposal, Proposers hereby warrant and represent that any ensuing Contract has not been solicited or secured directly or indirectly in a manner contrary to the laws of the State of New York, and that said laws have not been violated and shall not be violated as they relate to the procurement or the performance of the Contract by any conduct, including the paying or giving of any fee, commission, compensation, gift, or gratuity or consideration of any kind, directly or indirectly, to any member of the board of directors, employee, officer or official of BPCA.

IX. IRAN DISINVESTMENT ACT

By submitting a Proposal or by assuming the responsibility of any Contract awarded hereunder, Proposers hereby certify that they are not on the “Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012” list (the “Prohibited Entities List”) posted on the New York State Office of General Services website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf> and further certify that they will not utilize any subconsultant that is identified on the Prohibited Entities List on this Contract. The selected Proposer agrees that should it seek to renew or extend any Contract awarded hereunder, it must provide the same certification at the time the Contract is renewed or extended. The selected Proposer also agrees that any proposed assignee of the Contract will be required to certify that it is not on the Prohibited Entities List before BPCA may approve a request for assignment of the Contract.

During the term of any Contract awarded hereunder, should BPCA receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, BPCA will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the New York State Iran Divestment Act of 2012 within 90 days after the determination of such violation, then BPCA shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the selected Proposer in default of the awarded Contract.

BPCA reserves the right to reject any request for renewal, extension, or assignment for an entity that appears on the Prohibited Entities List prior to the renewal, extension, or assignment of the Contract, and to pursue a responsibility review with the selected Proposer should it appear on the Prohibited Entities List hereafter.

X. ENCOURAGING USE OF NEW YORK STATE BUSINESSES IN CONTRACT PERFORMANCE

New York State businesses have a substantial presence in State contracts and strongly contribute to the economies of the State and the nation. In recognition of their economic activity and leadership in doing business in New York State, Proposers for this Contract for commodities, services or technology are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the Contract. Such partnering may be as subcontractors, suppliers, protégés or other supporting roles.

Proposers need to be aware that all authorized users of this Contract will be strongly encouraged, to the maximum extent practical and consistent with legal requirements, to use responsible and responsive New York State businesses in purchasing commodities that are of equal quality and functionality and in utilizing services and technology. Furthermore, Proposers are reminded that they must continue to utilize small, minority and women-owned businesses, consistent with current State law.

Utilizing New York State businesses in State contracts will help create more private sector jobs, rebuild New York's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its New York State business partners. New York State businesses will promote the contractor's optimal performance under the Contract, thereby fully benefiting the public sector programs that are supported by associated procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of New York businesses by its contractors. The State therefore expects bidders/proposers to provide maximum assistance to New York businesses in their contracts. The potential participation by all kinds of New York businesses will deliver great value to the State and its taxpayers.

Proposers can demonstrate their commitment to the use of New York State businesses by responding to the question below:

Will New York State businesses be used in the performance of this contract? ____Yes ____No

If yes, identify New York State businesses that will be used and attach identifying information.

EXHIBIT A
SCOPE OF WORK

I. SUMMARY

The Study shall include, but not be limited to the following:

1. Inspection and assessment of the condition, functionality and efficiency of all Infrastructure Elements;
2. Identification of Infrastructure Elements requiring major/capital repairs and development of a recommended repair strategy including prioritization, sequencing and cost estimates;
3. Identification of, and recommendations regarding, Infrastructure Elements and systems whose longevity and/or operational efficiency and effectiveness may be improved through updating, modification or augmentation (including cost estimates and life cycle costs for such proposed improvements);
4. Identification of, and recommendations regarding, trends and patterns related to wear, deterioration, damage and obsolescence of Infrastructure Elements;
5. Identification of areas vulnerable to damage from future storm events and climate change, and recommendations regarding means (whether through capital modification, augmentation, or relocation or changes in operational methodology) by which potential damage may be mitigated or avoided; and
6. With respect to all Infrastructure Elements assessed, recommended maintenance protocols and schedules.

II. INFRASTRUCTURE STUDY REPORT AND INFRASTRUCTURE IMPROVEMENTS REPORT

The winning Proposer shall perform an inspection and assessment, including repair recommendations and maintenance protocols, of the following categories of Infrastructure Elements:

- a. Permanent Buildings/Building Portions, including the following elements as specified in **Appendix 1**:
 - i. Building envelope, including façades, roofing and skylights;
 - ii. MEP systems;
 - iii. Vertical transportation (as applicable);
 - iv. Life safety/fire alarm systems;
 - v. Water and energy audits;
 - vi. Structural integrity;
 - vii. Conditions of floors and ceilings; and
 - viii. Potential safety hazards.
- b. Streets owned by BPCA, including the following elements as specified in **Appendix 2**:
 - i. Street beds and surfaces;
 - ii. Curbs and curb cuts;
 - iii. Storm water drainage;

- iv. Pedestrian crosswalks; and
 - v. Potential safety hazards.
- c. Pedestrian Walkways, Accessways, and Bridges owned and/or controlled by BPCA (“BPCA Pedestrian Accessways”), including the following elements as specified in **Appendix 3**:
 - i. Surface area condition;
 - ii. Areas of, and trends associated with, settlement or subsidence, or subsurface movement or shifting, and of sinkhole activity;
 - iii. Adequacy of lighting including photometric readings;
 - iv. Transitions between BPCA Pedestrian Accessways and other pedestrian accessways or sidewalks not controlled by BPCA;
 - v. Transitions between BPCA Pedestrian Accessways and adjacent streets/crosswalks;
 - vi. Pavers and expansion joints; and
 - vii. Potential safety hazards.
- d. Parks, Plazas, Esplanades and Public Spaces owned and/or controlled by BPCA, to the extent not included in BPCA Pedestrian Accessways (“BPCA Parks and Public Spaces”), including the following elements as specified in **Appendix 4**:
 - i. Surface area conditions (excluding trees, landscaping and soil quality);
 - ii. Areas of, and trends associated with, settlement or subsidence, or subsurface movement or shifting, and of sinkhole activity;
 - iii. Irrigation and drainage systems, water features, mechanical/plumbing equipment;
 - iv. Pavers and expansion joints;
 - v. Adequacy of lighting, including photometric readings;
 - vi. Tree grates, walls, railings and planting bed structures;
 - vii. Masonry and/or timber structures not included in BPCA Permanent Buildings/Building portions, as shown on Appendix 1; and
 - viii. Potential safety hazards.
- e. Utilities owned and/or controlled by BPCA, to the extent not included in any other listed Infrastructure Elements, including the following elements:
 - i. Electrical wiring for street/parks lighting (with the exception of wiring replaced in 2013 and 2014 as omitted from highlighted areas of Appendix 5);
 - ii. lighting vaults and electrical boxes (with the exception of the Police Memorial Vault, the southern North Cove Marina Vault and the Ball Fields electric service, as omitted from the highlighted areas of Appendix 5); and
 - iii. Adequacy of street lighting, including photometric readings.
- f. The Seawall that forms the waterside boundary of Battery Park City, including:
 - i. Structural integrity and surface condition, both above and below water line;
 - ii. Decking and expansion joints;
 - iii. Railings;
 - iv. Fill material; and
 - v. Property line wall at the Esplanade.
- g. Public Art works owned and/or controlled by BPCA, including the following components and considerations as specified in **Appendix 5**:

- i. Structural integrity and foundations;
 - ii. Shifting or settlement;
 - iii. Surface conditions and condition of composition elements; and
 - iv. Repair and maintenance protocols are to be prepared in consultation with artists/designers.
- h. The Eastern Border of Battery Park City is designated as park land containing landscaping, walking paths and a bicycle path. As an Alternate, please include a cost for investigation, including the following elements as specified in **Appendix 6**:
 - i. Surface area conditions (excluding trees, landscaping and soil quality);
 - ii. Areas of, and trends associated with, settlement or subsidence, or subsurface movement or shifting, and of sinkhole activity;
 - iii. Adequacy of lighting, including photometric readings;
 - iv. Pavers and expansion joints; and
 - v. Potential safety hazards.

Prior to commencement of its inspection and assessment, the winning Proposer shall provide in writing a proposed detailed testing protocol and work scope for any probes and/or destructive tests required to complete the investigative components of the Study. All investigation must be scheduled and coordinated with BPCA in advance in order to avoid undue interference with the normal operations of BPCA and BPCPC.

In the course of the inspection and assessment of the Infrastructure Elements, specific note is to be taken of all structural, functional or operational defects, along with safety concerns. The winning Proposer shall prepare an overall recommended repair strategy including prioritization, sequencing and cost estimates. In addition, the winning Proposer shall identify any Infrastructure Elements and systems whose longevity and/or operational efficiency and effectiveness may be improved through updating, modification or augmentation. Recommendations for the repair, modification or updating of the Infrastructure Elements and the resolution of any safety issues are expected to be specific and detailed and accompanied by cost and time estimates.

III. RESILIENCY REPORT

For each Infrastructure Element, the winning Proposer shall assess its degree of vulnerability to damage from future storm events, coastal flooding and climate change over a 25- to 50-year planning horizon, shall rate its risk of damage as low, moderate or high and shall rate the likely physical/financial extent of damage as minor, significant or catastrophic. For those Infrastructure Elements with moderate to high risk of significant or catastrophic damage, the winning Proposer shall provide recommendations for measures to mitigate and/or eliminate such risks to the extent feasible, with particular consideration of cost-effectiveness, reliability and subtlety. Recommendations should include, in order of priority, (a) adjustments to/changes in operations and/or maintenance and storm preparation methodology; (b) physical modification/relocation; and (c) capital augmentation or intervention. Recommendations for capital modifications or additions shall be presented in conceptual form.

IV. MAINTENANCE PROTOCOLS MANUAL

The winning Proposer shall provide a recommended detailed protocol (including schedule/frequency) for regular maintenance of the Infrastructure Elements.

V. DELIVERABLES

It is anticipated that this project will take approximately twelve (12) months to complete. All inspections must be scheduled in advance with BPCA and performed in a manner that does not unduly interfere with the regular operations of BPCA or BPCPC. BPCA reserves the right to determine at the beginning of the Study, in consultation with the winning Proposer, the order in which the Infrastructure Elements are inspected and assessed. BPCA may also request up to five (5) Interim Reports in order to address specific infrastructure questions, issues or projects.

At the conclusion of the inspection and assessment phases of the project, the Consultant shall provide the following documents, first in draft format subject to BPCA review and comment, and then in final format:

(a) The Infrastructure Study Report, including:

- condition assessments, including recommended repair strategy, prioritization, sequencing and cost estimates,
- trends and patterns related to wear, deterioration, damage and obsolescence,
- energy and water audits,
- life cycle projections and recommendations to increase life cycle, efficiency and effectiveness, and cost/time estimates for implementation of the proposed recommendations;

(b) The Infrastructure Improvements Report, including recommended infrastructure improvements, updates, modifications or additions, including cost estimates;

(c) The Resiliency Report, including identification of areas vulnerable to damage from future storm events and climate change, assessments of such areas, recommendations by which potential damage may be mitigated and/or avoided and cost/time estimates for the recommendations; and

(d) The Maintenance Protocols Manual, including schedules.

APPENDIX 1

PERMANENT BUILDINGS/BUILDING PORTIONS OWNED OR CONTROLLED BY BPCA

The following is a list of building properties either owned, leased or occupied by BPCA. Access to the buildings/properties will be coordinated through the Real Property Department.

- a. Battery Park City Parks Conservancy Headquarters - This approximately 42,000 SF space (within a residential building) located at 75 Battery Place houses the BPCPC offices, conference areas and maintenance shops. The building systems associated with this space have recently been assessed and are currently undergoing a significant modification. The following assessments are to be included in this scope of work:
 - Building envelope, including roof and skylight;
 - Structural elements;
 - Conditions of floors and ceilings;
 - Fire alarm/life safety;
 - Energy and water audits; and
 - Vertical transportation.
- b. Community Center - This approximately 60,000 SF space (within a residential building) located at 212 North End Avenue was completed by BPCA in 2013 and is occupied by BPCA's tenant, Asphalt Green. A separate project to assess and correct areas of water infiltration into the space is currently underway. The following assessments are to be included in this scope of work:
 - MEP systems, including cooling tower;
 - Elevator and handicap lift;
 - Pool and pool system conditions;
 - Light harvesting systems;
 - Kitchen exhaust system
 - Roll-up doors at BallFields maintenance area and compactor room;
 - Conditions in the first floor theater and second floor classrooms at the north wall that may contribute to condensation;
 - Steam rooms and steam generators;
 - Vibration at the boiler room; and
 - Energy and water audits.
- c. Pier A - This approximately 38,725 SF landmark building is located at 22 Battery Place and has an adjacent approximately 35,000 SF Plaza. The building was substantially completed in 2013 and is expected to go into service in 2014. The building is leased by BPCA to an operating tenant, and BPCA's obligations with respect to the building's maintenance and repair are limited according to the terms of the operating lease. The following assessments are to be included in this scope of work:
 - Windows and caulking;
 - Riverwater geothermal system;
 - Pedestrian Promenade;
 - MEP system (only the base system that is the responsibility of BPCA);
 - Vertical transportation; and
 - Fire alarm/life safety.

- d. Wagner Park Pavilion - The Wagner Park Pavilion is located in the southernmost park in Battery Park City (Wagner Park) and houses public restrooms, a space currently utilized as a restaurant, and a second floor viewing deck. An upgrade of the restrooms is currently being contemplated. The following assessments are to be included in this scope of work:
- Structural elements and foundation;
 - Building envelope;
 - Roofing;
 - MEP systems serving both the restrooms and restaurant; and
 - Life safety/fire alarm system.
- e. Rockefeller Park House - The Rockefeller Park House is located in the northernmost park in Battery Park City (Rockefeller Park) and is an approximately 2,000 SF structure. The Rockefeller Park House is currently used primarily for BPCPC programming and storage. The following assessments are to be included in this scope of work:
- Structural elements and foundation;
 - Building envelope;
 - Roofing;
 - MEP system;
 - Water mains and irrigation controls; and
 - Life safety/fire alarm system.
- f. 6 River Terrace - The ground floor at 6 River Terrace is an approximately 4,000 SF space used primarily for BPCPC programming and special events. The following assessments are to be included in this scope of work:
- Structural elements;
 - Conditions of floors and ceilings;
 - Building envelope;
 - MEP system; and
 - Life safety/fire alarm system.

NEW YORK'S BATTERY PARK CITY

Infrastructure Study - Appendix 1: Permanent Buildings / Building Portions Owned or controlled by BPCA



- a. BPCA Parks Conservancy 75 Battery Place Floors 1 - 4
- b. Community Center 200 North End Avenue, Floors Subcellar - 2
- c. Pier A
- d. Wagner Park Pavilion
- e. Rockefeller Park House
- f. 6 River Terrace Ground floor space

APPENDIX 2

STREETS OWNED BY BPCA

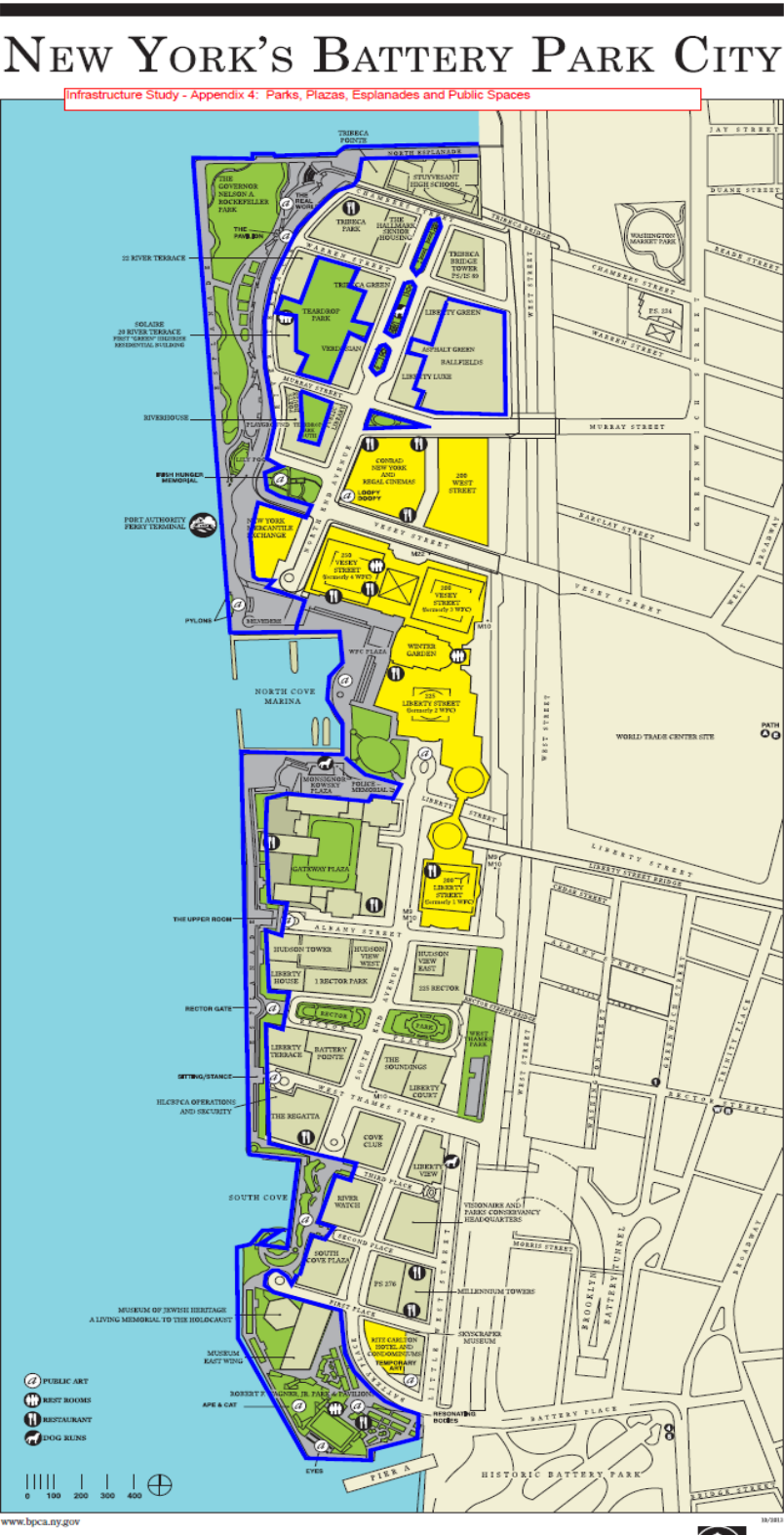
APPENDIX 3

BPCA PEDESTRIAN ACCESSWAYS



APPENDIX 4

BPCA PARKS AND PUBLIC SPACES



APPENDIX 5

BPCA PUBLIC ART

PUBLIC ARTWORK		
TITLE	ARTIST	LOCATION
Resonating Bodies	Tony Cragg	Between Wagner Park Bathrooms
Eyes	Louise Bourgeois	Wagner Park
Ape and Cat	Jim Dine	Wagner Park
Garden of Stones	Andy Golds	Museum of Jewish Heritage
Sitting / Stance	Richard Artschwager	Esplanade
Rector Gate	R M Fisher	Esplanade and Rector
Upper Room	Ned Smythe	Esplanade and Albany Street
Police Memorial	Not In Contract	
Pylons	Martin Puryear	Belvedere
Irish Hunger Memorial	Not In Contract	
The Pavilion	Demetri Porphyrios	Rockefeller Park
The Real World	Tom Otterness	Rockefeller Park
Ulysses	Ugo Attardi	Rockefeller Park

APPENDIX 6



EXHIBIT B

CONTRACTOR REQUIREMENTS AND PROCEDURES FOR BUSINESS PARTICIPATION OPPORTUNITIES FOR NEW YORK STATE CERTIFIED MBEs/WBEs AND EQUAL EMPLOYMENT OPPORTUNITIES FOR MINORITY GROUP MEMBERS AND WOMEN

Pursuant to New York State Executive Law Article 15-A, BPCA recognizes its obligation under the law to promote opportunities for maximum feasible participation of certified MBE/WBEs and the employment of minority group members and women in the performance of BPCA contracts.

In 2006, the State of New York commissioned a disparity study to evaluate whether minority and women-owned business enterprises had a full and fair opportunity to participate in state contracting. The findings of the study were published on April 29, 2010, under the title “The State of Minority and Women-Owned Business Enterprises: Evidence from New York” (the “Disparity Study”). The report found evidence of statistically significant disparities between the level of participation of minority-and women-owned business enterprises in state procurement contracting versus the number of minority-and women-owned business enterprises that were ready, willing and able to participate in state procurements. As a result of these findings, the Disparity Study made recommendations concerning the implementation and operation of the statewide certified minority- and women-owned business enterprises program. The recommendations from the Disparity Study culminated in the enactment and the implementation of New York State Executive Law Article 15-A, which requires, among other things, that BPCA establish goals for maximum feasible participation of New York State Certified MBEs/WBEs and the employment of minority groups members and women in the performance of New York State contracts.

Business Participation Opportunities for MBE/WBEs

For purposes of this solicitation, BPCA hereby establishes an overall goal of **30%** for MBE/WBE participation, **15%** for MBE participation and **15%** for WBE participation (based on the current availability of qualified MBEs and WBEs). A contractor (“Contractor”) on the Contract must document good faith efforts to provide meaningful participation by MBE/WBEs as subcontractors or suppliers in the performance of the Contract and Contractor agrees that BPCA may withhold payment pending receipt of the required MBE/WBE documentation. The directory of New York State Certified MBE/WBEs can be viewed at: <http://www.esd.ny.gov/mwbe.html>.

For guidance on how BPCA will determine a Contractor’s “good faith efforts,” refer to 5 NYCRR §142.8.

In accordance with 5 NYCRR §142.13, Contractor acknowledges that if it is found to have willfully and intentionally failed to comply with the MBE/WBE participation goals set forth in the Contract, such finding constitutes a breach of Contract and BPCA may withhold payment from the Contractor as liquidated damages.

Such liquidated damages shall be calculated as an amount equaling the difference between: (1) all sums identified for payment to MBE/WBEs had the Contractor achieved the contractual MBE/WBE goals; and (2) all sums actually paid to MBEs/WBEs for work performed or materials supplied under the Contract.

By submitting a bid or Proposal, a Proposer agrees to submit the following documents and information as evidence of compliance with the foregoing:

- A. Proposers are required to submit a Utilization Plan with their bid or Proposal. Any modifications or changes to the Utilization Plan after the Contract award and during the term of the Contract must be reported on a revised Utilization Plan and submitted to BPCA.

B. BPCA will review the submitted Utilization Plan and advise the Proposer of BPCA's acceptance or issue a notice of deficiency within 30 days of receipt.

C. If a notice of deficiency is issued, Proposer agrees that it shall respond to the notice of deficiency within seven (7) business days of receipt by submitting to BPCA, at the address specified in this RFP, or by facsimile at 212-417-2279 a written remedy in response to the notice of deficiency. If the written remedy that is submitted is not timely or is found by BPCA to be inadequate, BPCA shall notify the Proposer and direct the Proposer to submit, within five (5) business days, a request for a partial or total waiver of MBE/WBE participation goals. Failure to file the waiver form in a timely manner may be grounds for disqualification of the bid or Proposal.

D. BPCA may disqualify a Proposer as being non-responsive under the following circumstances:

- 1) If a Proposer fails to submit a Utilization Plan;
- 2) If a Proposer fails to submit a written remedy to a notice of deficiency;
- 3) If a Proposer fails to submit a request for waiver; or
- 4) If BPCA determines that the Proposer has failed to document good faith efforts.

Contractors shall attempt to utilize, in good faith, any MBE/WBE identified within its Utilization Plan, during the performance of the Contract. Requests for a partial or total waiver of established goal requirements made subsequent to the Contract award may be made at any time during the term of the Contract to BPCA, but must be made no later than prior to the submission of a request for final payment on the Contract.

Contractors are required to submit a Contractor's MBE/WBE Contractor Compliance & Payment Report to BPCA on a monthly basis over the term of the Contract documenting the progress made toward achievement of the MBE/WBE goals of the Contract.

Equal Employment Opportunity Requirements

The Contractor is required to ensure that it shall undertake or continue programs to ensure that minority group members and women are afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status. For these purposes, equal opportunity shall apply in the areas of recruitment, employment, job assignment, promotion, upgrading, demotion, transfer, layoff, termination, and rates of pay or other forms of compensation. This requirement does not apply to: (i) work, goods, or services unrelated to the Contract or (ii) employment outside New York State.

Proposer further agrees, where applicable, to submit with the Proposal, a staffing plan identifying the anticipated work force to be utilized on the Contract and if awarded a Contract, will, upon request, submit to BPCA a workforce utilization report identifying the workforce actually utilized on the Contract, if known.

Further, pursuant to Article 15 of the Executive Law (the "Human Rights Law"), all other New York State and Federal statutory and constitutional non-discrimination provisions, the Contractor and sub-contractors will not discriminate against any employee or applicant for employment because of race, creed (religion), color, sex, national origin, sexual orientation, military status, age, disability, predisposing genetic characteristic, marital status or domestic violence victim status, and shall also follow the requirements of

the Human Rights Law with regard to non-discrimination on the basis of prior criminal conviction and prior arrest.

Please Note: Failure to comply with the foregoing requirements may result in a finding of non-responsiveness, non-responsibility and/or a breach of the Contract, leading to the withholding of funds, suspension or termination of the Contract or such other actions or enforcement proceedings as are allowed by the Contract.

For questions on MBE/WBE participation, joint ventures and sub-contracting goals ONLY, please contact Mr. Anthony Peterson at 212.417.2337.

EXHIBIT C

FORM OF COST PROPOSAL

Infrastructure Study Elements:

- a. Permanent Buildings / Building Portions.....\$ _____
- b. Streets.....\$ _____
- c. Pedestrian Walkways, Accessways and Bridges.....\$ _____
- d. Parks, Plazas, Esplanades and Public Spaces.....\$ _____
- e. Utilities.....\$ _____
- f. Seawall.....\$ _____
- g. Public Art Works.....\$ _____

Resiliency Assessment.....\$ _____

Maintenance Protocols Manual.....\$ _____

Lump sum Subtotal:\$ _____

Reimbursable Expenses (NTE)\$ _____

LUMP SUM TOTAL:\$ _____

ADD ALTERNATE - (Infrastructure Study Elements):

- h. Eastern Boundary Lump Sum (Alternate).....\$ _____
- Eastern Boundary Reimbursables (NTE)\$ _____

<i>ADD ALTERNATE TOTAL:</i>\$ _____
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EXHIBIT D

LIST OF BOARD MEMBERS

Dennis Mehiel
 Frank Branchini
 Don Capoccia
 Martha Gallo
 Lester Petracca

LIST OF BPCA and BPCPC EMPLOYEES

Battery Park City Authority

Employee List

NAME	TITLE	DEPARTMENT, LOCATION
Alvarez, Elsa	Financial Analyst	FINANCE, WFC
Anderson, Davina	Intern - Human Resources	HR, WFC
Bailey, Kathleen	Admin. Asst.	FINANCE, WFC
Blake-Reader, Nikia	Permits Coordinator	AFFIRM, WFC
Blass, Alexander	Intern - Administration	ADMIN, WFC
Britton, Melissa S	Intern - Legal	LEGAL, WFC
Brotman, Marc	Assoc. General Counsel	LEGAL, WFC
Brugess, Lauren	Admin. Asst.	LEGAL, WFC
Buquicchio, Anthony	Dir. Site Mgmt & Security	REAL PRPTY, WFC
Connor, Eric	Intern - Community Rela.	AFFIRM, WFC
Crabb, Deshay	Facility Asst./City Insp.	REAL PRPTY, REGATTA
Curtale, Daniel J	Dir. Financial Reporting	FINANCE, WFC
Dawson, Gleen	Snr. V.P. Real Prop Mgt.	REAL PRPTY, WFC
Dopson, Tonasia	Intern - Pub. Information	AFFIRM, WFC
Ellison, AnnMaria	Special Assistant	LEGAL, WFC
Forst, Robin	V.P. External Affairs	AFFIRM, WFC
Garcia, Luis	Assistant Treasurer	FINANCE, WFC
Gordon, Nereesa M.	Network Administrator	MIS, WFC
Harvey, Nancy	Sr. Develop. Counsel	LEGAL, WFC
Henry, Sonia A.	Dir. Human Resources	HR, WFC
Howard, Angela	Snr. Dir., Project Mgmt	REAL PRPTY, WFC
Hurley, Cherish	Intern - Human Resources	[None], [None]
Hyman, Shari	President & COO	EXEC, WFC
Koenig, Karl	Controller	FINANCE, WFC
LaMarques, Michael	Contracts Admin.	REAL PRPTY, WFC
Lee, Della	Admin. Asst.	REAL PRPTY, WFC
Maisonet, Evelyn	Accounts Payable Coord.	FINANCE, WFC
McCabe, Kevin	Special Assistant	EXEC, WFC
McIntyre, Brenda	Snr. V.P. Human Resource	HR, WFC
McNeill, Shina	Intern - Diversity	HR, WFC
Nardese, Bertha L.	Payroll Accountant	FINANCE, WFC
Nesmith, Robert	Chief Contracting Officer	ADMIN, WFC
Ng, SuMay	Sr. Programmer Analyst	MIS, WFC
Papanicolaou, Elizabeth	Paralegal	LEGAL, WFC
Pena, Dahlia	Senior Accountant	FINANCE, WFC
Peterson, Anthony J.	Dep. Chief Cont. Officer	ADMIN, WFC
Pressley, LaToya	Intern	MIS, WFC
Pustilnik, Alex	General Counsel	LEGAL, WFC
Quash, Karen	Legal Records Clerk	LEGAL, WFC
Quon, Robert	IT Manager	MIS, WFC
Robinson, Anthony M.	Office Svcs Coordinator	ADMIN, WFC
Rodriguez, Andrea	Human Resources Assistant	HR, WFC

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Battery Park City Authority Request For Proposals

Battery Park City Parks Conservancy Employee List

	Name	Title
Admin		
	Huxley, Tessa	Executive Director
	Chin, Betty	Dir. of Administration & Finance
	Corneille, Marie	Accounting Manager
	Evans, Evelyn	Accounting Clerk
	Lafuente, Leandro	MIS Coordinator
	Lerner, Marianna	Senior Staff Accountant
	Marche, Evonne	Office Manager
	Mason, Philip	Purchasing Coordinator
	Mesine, Vanessa	Junior Accountant
CC		
	Diaz, Paul N	Foreperson
	Yohannes, Jouli	Program Leader *
	Martin, Rickeshia	Program Leader *
	* Part Time (2/3) Position	
Hort		
	Fleisher, Eric T	Director of Horticulture
	Calvanese, Eileen	Horticulture Foreperson
	Anders, Dana	Horticulturist
	Buivid, Nancy	Senior Horticulturist
	Choper, Adam	Horticulturist
	DePadua, G. James	Senior Horticulturist
	Faraino, Richard	Horticulturist
	Greenberg, Ned	Assistant Horticulturist
	Hansen, Robert	Senior Horticulturist /Turf Specialist
	Heater, Nicole	Assistant Horticulturist
	Lee, Tony	Horticulturist
	Mayfield, Charlette	Assistant Horticulturist
	Nishida, Yoshiro	Horticulturist
	Power, Sandra	Horticulturist
	Rivera, Manuel	Senior Horticulturist
	Ruggiero, Madeline	Asst. Horticulturist
	Schwartz, Jean	Horticulturist
	Senn, Lindsey	Horticulturist
	Starks, Kareem	Assistant Horticulturist
	Villalobos, Evangelio	Horticulturist
Maint		
	Pomponio, Bruno	Director of Maintenance
	Maggi, Robert	Foreperson
	Satriano, Gary	Foreperson
	Andriano, Anthony	Level C
	Arciold, Stephen	Level B Asst. Carpenter/Metal
	Centeno, Monica	Level C

Battery Park City Authority Request For Proposals

	Chotolal, Carlton	Level C
	Colon, Kevin	Level B Assistant Electrician
	Greene, Patrick	Level B Electrician
	Goode, Lenron	Level C
	Hardat, James	Level B Warehouse Asst
	Heerah, Sankar	Level C
	Jogie, Amy	Level C
	Kemp, Roland	Level C Supervisor
	King, Kurtis	Level C Supervisor
	Laboy, Betzayda	Level C
	Loller, Robert	Level C
	McMurtry, George	Level B Carpenter
	McNeil, Princess	Level C Supervisor
	Mohammed, Ronnie	Level B Asst. Auto Mechanic
	Oyola, Hector	Level C
	Paillant, Willem	Level B Asst. Stone Mason
	Persaud, Churaman	Level C
	Ramirez, Madeline	Level C
	Regalado, Francis	Level C
	Rogers, Nelson	Level B Asst. Electrician
	Rosado, Jose	Level B Asst. Plumber
	Ross, Holly	Level C
	Santiago, Carlos	Level B Asst. Carpenter
	Singh, Kemnarine	Level B Auto Mechanic
	Skipper, Timothy	Level B Assistant Stone Setter
	Sturiano, Jerome	Level B Dock Master Assistant
	Terry, Namios	Level C
	Toto, Kenneth	Level B Plumber
	Velasquez, Noe	Level C
	Velez, Antonio	Level B Warehouse Supervisor
	White, Eric	Level C
	Wright, Al	Level C
Prog		
	Ehrlich, Abigail	Director of Parks Programming
	Hudon, Craig	Foreperson
	Belliard, Freddy	Events Coordinator
	McCarthy, Ellen	Parks Programming Leader
	Miner, James	Ballfields Coordinator
	Pearlman, Gladys	Parks Host
	Van Horn, Douglas	Parks Programming Leader