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This record was edited by Nidia Blake Reeder of Hugh L. Carey Battery Park City Authority on 8/21/2013 10:46:09 AM

Issue Date: 8/21/2013

Contract Number: N/A

## Microsoft Dynamics Great Plains and Paramount Workplace Consulting and Training Services

Description:

### Description of Goods or Services to Be Bid

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 Microsoft Dynamics Great Plains ("MS Dynamics GP") version 2010 and Paramount Workplace version 11 application resellers (each individually, a "Proposer" or collectively, the "Proposers") to provide BPCA with consulting, maintenance and training services. BPCA purchases annual maintenance and upgrade for its MS Dynamics GP and Paramount Workplace Project Accounting and Procurement applications directly from the software manufacturers. BPCA also uses Crystal Reports and Liaison Messenger which are integrated with MS Dynamics GP. These selected Proposer's scope of services shall include, but not be limited to, provision of all consulting, training and maintenance services necessary to perform the work detailed in the Request for Proposals.

There will be a pre-proposal meeting on Monday September 9, 2013 at 10AM at Battery Park City Authority, 1 World Financial Ctr., 24FL, New York, NY, 10281.

Interested parties may download the complete request for proposals ("RFP") via the link provided below or by visiting BPCA's website at [www.bpca.ny.gov](http://www.bpca.ny.gov) and clicking on the "Opportunities" tab, or contact Michelle Caballero at [michelle.caballero@bpca.ny.gov](mailto:michelle.caballero@bpca.ny.gov). All Proposals must meet the

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requirements listed in the RFP.

As stated in the RFP, firms interested in responding to the RFP must complete the Mandatory Forms Packet located on BPCA's website at [www.bpcanyc.org/pdf\\_n/Mandatory\\_Forms\\_Packet.pdf](http://www.bpcanyc.org/pdf_n/Mandatory_Forms_Packet.pdf). The completed forms must accompany the firm's proposal.

#### Restricted Period

Proposers are restricted from making contact with anyone other than the Designated Contacts (identified below) during the period from the time of publication of this advertisement through approval of the procurement 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 with a governmental entity under circumstances where a reasonable person would infer that the communication was intended to influence the governmental entity'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 of non-responsibility.

#### Eligibility / Qualifications Requirements / Preferences

Minority-Owned Business Enterprises ("MBE") and Women-Owned Business Enterprises ("WBE") are encouraged to submit Proposals. All Proposers must submit with their proposal a copy of its Equal Employment Opportunity or Diversity policy along with a breakdown of all company staff by job classification, race and gender. For questions on M/WBE participation, joint ventures and sub-contracting goals ONLY, please contact "Diversity Designated Contact": Mr. Anthony Peterson at 212.417.2337.

**M/WBE UTILIZATION GOAL REQUIREMENTS FOR BPCA CONTRACTS:** In accordance with Article 15-A of the New York State Executive Law and regulations adopted pursuant thereto, BPCA has established separate goals for participation of New York State Certified minority and women-owned business enterprises for all state contracts. BPCA is required to implement the provisions of Article 15-A and 5 NYCRR Part 143 for all state contracts (1) in excess of \$25,000 for labor, services, equipment, materials or any combination for the foregoing and (2) in excess of \$100,000 for real property renovations and construction. For purposes of this procurement, the Organization hereby establishes a goal of 10% for Minority-owned Business Enterprises (MBE) participation and 10% for Women-owned Business Enterprises (WBE) participation. (We are happy to work with you to help you identify opportunities for M/WBE participation, joint ventures and sub-contracting). As a condition of this procurement, the Proposer and BPCA agree to be bound by the provisions of §316 of Article 15-A of the Executive Law regarding enforcement. Proposers must document "good faith efforts" to provide meaningful participation by certified M/WBE subcontractors or suppliers in the performance of the awarded contract. For guidance on how BPCA will determine a Proposer's "good faith efforts," refer to 5 NYCRR § 143.8. Additionally, Proposers must refer to Mandatory Forms of this document for a list of forms that must be provided in order to fully comply with Article 15-A of the New York State Executive Law and 5 NYCRR Part 143.

BPCA reserves the right to cancel or withdraw in whole or in part this RFP at its sole discretion. Proposers will be notified in the event the RFP is cancelled via the BPCA website.

**Sub-contracting opportunities for MBEs/WBEs must be considered.**

Minority Sub-Contracting Goal: 10%

Women Owned Sub-Contracting Goal: 10%

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Due Date: 9/16/2013 3:00 PM

Contract Term: 1 YEAR

Location: Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority, One World Financial Center 24th Floor, New York, NY

Contact: Michelle Caballero MIS  
Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority  
One World Financial Center – 24th Floor  
NEW YORK,NY 10281  
Phone: 212-417-4157  
Fax: 212-417-2001  
[Michelle.caballero@bpca.ny.gov](mailto:Michelle.caballero@bpca.ny.gov)

Contact 2: Anthony Petersen/Project Associate Diversity  
Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority  
One World Financial Center – 24th Floor  
NEW YORK,NY 10281

Submit To: Michelle Caballero MIS  
Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority  
One World Financial Center – 24th Floor  
NEW YORK,NY 10281  
Phone: 212-417-4157  
Fax: 212-417-2001  
[Michelle.caballero@bpca.ny.gov](mailto:Michelle.caballero@bpca.ny.gov)

RFP Documents:

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