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Issue Date: 5/11/2009

Contract Number: N/A

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## **BATTERY PARK CITY PARKS CONSERVANCY - MOVING** SERVICES

Description:

The Battery Park City Parks Conservancy (BPCPC) is moving its headquarters within Battery Park City in lower Manhattan to 75 Battery Place. This will include relocating its current non-contiguous storage, offices, garage and workshop facilities. BPCPC is requesting that qualified moving firms submit proposals to provide relocation services. The proposer must have a proven track record of moving organizations with diverse functions. Proposers are also required to meet eligibility requirements along with written requests to be included in the distribution of requests for proposals (RFP). MBE/WBE firms are encouraged to apply. Request for the RFP may be emailed to vmcgowan@bpcparks.org.

For more information on MBE/WBE contact Anthony Peterson at 212-417-2337. Mandatory forms packet must be filled out for consideration. The forms can be found at: http://www.batteryparkcity.org/pdf\_n/Mandatory\_Forms\_Packet.pdf.

The tentative start date is July 13th, 2009. A site visit on May 18th, 2009, to the multiple locations, will be required. All proposals must be received before 4:00pm on June 8th, 2009 either by hand delivery, or via certified mail. No email submissions will be accepted. For more information contact Vince McGowan, the designated contact person, at 212-267-9700 or vmcgowan@bpcparks.org.

Minority Sub-Contracting Goal: TBD%

Women Owned Sub-Contracting Goal: TBD%

Proposal Due Date: 6/8/2009 4:00 PM

Contract Term: Not to exceed four months

Location: 2 South End Avenue to 75 Battery Place BATTERY PARK CITY NEW YORK, NY

Contact:

Vince McGowan, Asst. Executive Director Administration

Battery Park City Parks Conservancy

2 South End Avenue

ground floor

New York, NY 10280 Phone: (212) 267-9700 Fax: (212) 267-9707 vmcgowan@bpcparks.org www.bpcparks.org

Vince McGowan, Asst. Executive Director Administration

Battery Park City Parks Conservancy 2 South End Avenue ground floor New York,NY 10280 Phone: (212) 267-9700 Fax: (212) 267-9707 vmcgowan@bpcparks.org

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