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Category: Miscellaneous

12345678

Issue Date: 5/30/2011

Contract Number: N/A

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Hugh L. Carey Battery Park City Authority - Third Party Claims Administrator

Description:

Hugh L. Carey Battery Park City Authority ("BPCA") is seeking a Third Party Claims Administrator for its General Liability Claims Administration Program. All specifics and requirements are listed within the attached RFP.

PROSPECTIVE BIDDERS MUST FILL OUT MANDATORY DOCUMENTS, ENCLOSED AS ATTACHMENT B, OF THE RFP.

Proposers must meet all requirements in the RFP and submit their response in a sealed envelope clearly marked "Proposal for Third Party Administrator c/o Michelle Burgos, Paralegal, Legal Department," and must be delivered to the 24th Floor Front Desk at Battery Park City Authority, One World Financial Center, 24th Floor, New York, NY 10281 (the "Designated Contact"), no later than 3pm on **Tuesday, June 21, 2011**, as time stamped by BPCA's clock at the desk. BPCA WILL NOT ACCEPT LATE PROPOSALS SO PLEASE LEAVE AMPLE TIME TO PASS THROUGH SECURITY. BPCA will NOT accept proposals faxed or electronically transmitted proposals.

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 for all State contracts. BPCA is required 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, BPCA hereby establishes a goal of 15% for Minority owned Businesses Enterprises (MBE) participation and 15% for Women owned Business Enterprises (WBE) participation. As a condition of this procurement, the contractor and BPCA agree to be bound by the provisions of §316 of Article 15-A of the Executive Law regarding enforcement. Contractors must document "good faith efforts" to provide meaningful participation by certified M/WBE subcontractors or suppliers in the performance of this contract. For guidance on how BPCA will determine a contractor's "good faith efforts," refer to 5 NYCRR §143.8. Additionally, Offerors must refer to the Mandatory Forms Packet referred to above for a list of forms that must

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be provided in order to fully comply with Article 15-A of the New York State Executive Law and 5 NYCRR Part 143.

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For questions on M/WBE participation and sub-contracting goals, please contact Mr. Anthony Peterson at 212.417.2337 or Mr. Héctor Calderón at 212.417.2280.

Applicants are prohibited from making contact with anyone other than the Designated Contact, Michelle Burgos, during the period (the "Restricted Period") from the time of publication of this advertisement through approval of the procurement contract by BPCA. Employees of BPCA are required to obtain and record certain contacts during the Restricted Period, 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.

Any questions about this process or RFP should be directed to the Designated Contact, no later than 3:00 p.m., June 6, 2011.

Minority Sub-Contracting Goal: 15%

Women Owned Sub-Contracting Goal: 15%

Due Date: 6/21/2011 3:00 PM

Contract Term: Three year contract

Location: Battery Park City New York, NY

Contact: Michelle Burgos, Paralegal Legal
Hugh L. Carey Battery Park City Authority
One World Financial Center
24th floor
New York, NY 10281
Phone: (212) 417-4235
michelle.burgos@batteryparkcity.org
www.batteryparkcity.org

Submit To: Michelle Burgos, Paralegal Legal
Hugh L. Carey Battery Park City Authority
One World Financial Center
24th floor
New York, NY 10281
Phone: (212) 417-4235
michelle.burgos@batteryparkcity.org

RFP Documents:
[Attachment B](#)

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