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This record was edited by Nidia Blake Reeder of Hugh L. Carey Battery Park City Authority on 4/29/2011 1:02:48 PM

Issue Date: 4/27/2011

Contract Number: N/A

HUGH L. CAREY BATTERY PARK CITY AUTHORITY – FINANCIAL SYSTEMS ASSESSMENT & MICROSOFT DYNAMICS GP (formerly Microsoft GreatPlains) UPGRADE TO VERSION GP2010 (Version 11)

Description:

The Hugh L. Carey Battery Park City Authority ("BPCA") is seeking interested firms to provide costs per task and also hourly rates to upgrade our Microsoft Dynamics GP (aka Microsoft GreatPlains) software from Version 9 to GP2010 (Version 11). Services and deliverables include but are not limited to:

Provide an evaluation and assessment of the current BPCA/BPCPC (Battery Park City Park's Conservancy) Financial Systems software which consists of a Microsoft Dynamics GP system configuration, as well as its integration and compatibility with all related Financial Systems. These systems include WorkPlace, FRx, Crystal Reports, D-LOC and e-Connect, and others. Any necessary modifications to interdependent programs/systems must accommodate the Dynamics upgrade. BPCA/BPCPC is particularly concerned with minimizing or eliminating Dynamics customizations.

Perform the upgrade of two Microsoft Dynamics GP production environments and migrate them to two existing separate databases. As part of this migration, BPCA will operate a parallel system in the test environment prior to the cutover to production. Vendor will be expected to provide on-site support post cut-over and during the first BPCA month end processing after the upgrade. Vendor will also be required to test, troubleshoot, and make necessary corrections to all financial report processes and transactions (post upgrade) with the BPCA/BPCPC MIS and Finance/Accounting teams. Post conversion BPCA will require a Beta environment to manage any future software patches and upgrades.

Provide training for up to 20 BPCA/BPCPC staff on Microsoft Dynamics GP Version 11. Expertise and demonstrated experience in Microsoft Dynamics GP upgrades, FRx and Crystal Reports support and installation is required. Workplace expertise is preferred and highly desirable.

Please provide pricing in the following manner: total price broken down into price per hour by engineer/resource and by task.

Please provide the names and contact information of three (3) recent references. Vendors must list all relevant Professional Certifications such as, but not limited to: MCITP, MCSA, MCDBA and MCSE.

A mandatory pre-proposal meeting will take place 11:30 AM (EST) on Monday, May 9, 2011 at BPCA offices at 1 World Financial Center, 24th floor, NY, NY 10281.

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All proposals must be received by 4:00 PM (EST) on Monday, June 6, 2011. All proposals must be submitted in a sealed envelope clearly marked "BPCA/BPCPC Microsoft Dynamics GP upgrade" and must be delivered to the BPCA offices on the 24th floor of 1 WFC by messenger, overnight courier or certified mail, by no later than 4 PM (EST) on the Proposal Due Date, Monday, June 6, 2011, to the (Designated Contact, Stan Molinski) at the address indicated. Proposals by fax or electronic transmission will not be accepted. Please be aware that security within the building may take time to process your delivery. Consequently, you should have your RFP response delivered as soon as possible.

Applicants are restricted from making contact with anyone other than the Contact Person specified above during the period (the "Restricted Period") from the time of publication of this advertisement through approval of the procurement contract by BPCA. "Contacts" shall mean 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. Employees of BPCA are required to obtain and record certain contracts 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. For M/WBE information, please contact Mr. Anthony Peterson at (212) 417-2337.

"Proposer will submit with their proposal a copy of the company's EEO along with a breakdown of all company staff by job classification, race and gender"

Questions pertaining to this procurement should be e-mailed to stan.molinski@batteryparkcity.org. A written response to all questions will be posted as a link to this ad on an ongoing basis.

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

Proposals will be evaluated Through a weighted scale based on the following criteria: 40% qualifications, 40% cost and 20% MWBE participation.

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

Minority Sub-Contracting Goal: 15%

Women Owned Sub-Contracting Goal: 15%

Due Date: 6/6/2011 4:00 PM

Contract Term: Nine (9) Months

Location: One World Financial Center, 24th Floor, New York, NY 10281

Contact: Stan Monlinski, Information Technology MIS
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