

BATTERY PARK CITY PARKS CONSERVANCY CORPORATION

Meeting of the Directors
200 liberty Street, 24th Floor
New York, NY 10281
January 24, 2018

Directors Present

Dennis Mehiel, Chairman/CEO
Louis Bevilacqua, Member
Catherine McVay Hughes, Member
George Tsunis, Member

Conservancy Staff in
Attendance:

Benjamin Jones, Acting President, Chief Administrative Officer and VP
of Internal Audit
Pamela Frederick, Chief Financial Officer/Treasurer
Anne O'Neill, Director of Horticulture, Sustainability and Landscape
Design
Bruno Pomponio, Director of Parks Operations
Alix S. Pustilnik, Vice President/Secretary

Authority Staff in Attendance:

Lauren Bruggess-Murtha, Paralegal/Assistant Corporate Secretary
Marie Cornielle, Deputy Treasurer
Gwen Dawson, Vice President, Real Property
Abigail Goldenberg, Special Counsel and Risk Officer
Nimisha Haribaran, Executive Assistant/Contract Manager
Craig Hudon, Director of Parks Programming
Susie Kim, Deputy General Counsel
Karl Koenig, Controller
Kevin McCabe, Chief of Staff/Special Assistant to the Chairman/CEO
Robert Nesmith, Chief Contracting Officer
Anthony Peterson, Director of Diversity Programs
Jason Rachnowitz, Director of Financial Reporting
Jose Rosado, Director of Site and Property Management
Nicholas Sbordone, Vice President, External Affairs
Nicole Stallworth-Roper, Associate General Counsel
Brett Beecham, Associate General Counsel
Alexis Torres, Special Advisor to the President/COO

Others in Attendance:

Warren Ruppel, Marks Paneth

Various Members of the Public

The meeting of the Directors convened at 2:32 p.m.

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The first item on the agenda was the approval of the minutes of the October 23, 2017 meeting. Upon a motion made by Ms. McVay Hughes and seconded by Mr. Tsunis, the following resolution was unanimously adopted:

APPROVAL OF MINUTES OF THE OCTOBER 23, 2017 MEETING

BE IT RESOLVED, that the minutes of the meeting of the Directors of the Battery Park City Parks Conservancy Corporation held on October 23, 2017 are hereby approved.

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The next item on the agenda, presented by Mr. Pomponio, was an authorization to enter into an agreement with ManagerPlus Solutions, LLC for the Parks Operations Maintenance Software.

Mr. Pomponio explained to the Directors in order to increase departmental efficiency, reduce risk and provide for greater internal controls, a single asset management and task assignment software system be implemented. Three vendors were asked to provide quotes and information on their systems and after researching each of these systems, it was determined that ManagersPlus Solutions LLC, ManagersPlus Pro Software would be the best option for BPCA's needs. This request is to enter into an agreement with ManagerPlus Solutions, LLC for a three-year term and a not-to-exceed amount of \$24,783.

Upon a motion made by Ms. McVay Hughes and seconded by Mr. Tsunis, the following resolution was unanimously approved:

AUTHORIZATION TO ENTER INTO AN AGREEMENT WITH MANAGERPLUS SOLUTIONS, LLC TO PROVIDE MANAGERPLUS PROFESSIONAL SOFTWARE LICENSES

BE IT RESOLVED that the Acting President (the "President") of the Hugh L. Carey Battery Park City Parks Conservancy (the "Conservancy") or her/his designee(s) be, and each of them hereby is, authorized and empowered to enter into a service agreement with ManagerPlus Solutions, LLC for all required ManagerPlus Professional Software licenses (the "Agreement") for a period of three (3) years in the total not-to-exceed amount of \$24,783.00, and be it further

RESOLVED, that the President or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute and deliver the Agreement on behalf of the Conservancy, subject to such changes as the officer or officers shall, with the advice of counsel, approve as necessary and appropriate and in the best interests of the Conservancy, such approval to be conclusively evidenced by the execution and delivery of the Agreement; and be it further

RESOLVED, that the President or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute all such other and further documents and to take all such other and further actions as may be necessary, desirable or appropriate in connection with the transactions contemplated in the foregoing resolutions, and any such execution of documents and any other further actions heretofore taken are hereby ratified and any actions hereafter taken are confirmed and approved.

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The next item on the agenda, presented by Mr. Pomponio, was an authorization to amend the contract with Richards Plumbing and Heating Company, Inc. for the Sprinkler Standpipe Inspections Service.

Mr. Pomponio explained that in March of 2016, BPCA entered into a one year agreement with Richard's Plumbing and Heating Company to do the inspection of our steam pipe systems throughout 75 Battery Place. This is attached to our sprinkler system which is a life safety and is supposed to be inspected regularly to be in compliance with the laws and regulations governing buildings. In September of 2017, we started the RFP process to bid for a new company to come in and do the inspection. Until that procurement is completed he requested that we extend this contract for six months and add an additional \$8,235 for a not-to-exceed total amount of \$28,235.

Upon a motion made by Mr. Tsunis and seconded by Mr. Bevilacqua, the following resolution was unanimously approved:

AUTHORIZATION TO AMEND THE CONTRACT WITH RICHARDS PLUMBING AND HEATING COMPANY, INC. FOR SPRINKLER STANDPIPE INSPECTION SERVICES

BE IT RESOLVED that the Acting President (the "President") of the Hugh L. Carey Battery Park City Parks Conservancy (the "Conservancy") or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute an amendment to the contract with Richards Plumbing and Heating Company, Inc. (the "Amendment") to allow for an additional six (6) months of service and an additional \$8,235.00 in funds, for a new not-to-exceed total of \$28,235.00, and be it further

RESOLVED, that the President or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute and deliver the Amendment on behalf of the Conservancy, subject to such changes as the officer or officers shall, with the advice of counsel, approve as necessary and appropriate and in the best interests of the Conservancy, such approval to be conclusively evidenced by the execution and delivery of the Amendment; and be it further

RESOLVED, that the President or her/his designee(s) be, and each of them hereby is, authorized and empowered to execute all such other and further documents and to take all such other and further actions as may be necessary, desirable or appropriate in connection with the transactions contemplated in the foregoing resolutions, and any such execution of documents and any other further actions heretofore taken are hereby ratified and any actions hereafter taken are confirmed and approved.

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There being no further business, upon a motion made by Ms. McVay Hughes and seconded by Mr. Tsunis, the meeting thereupon adjourned at 2:37 p.m.

Respectfully submitted,


Lauren Bruggess-Murtha

Assistant Secretary