



**Battery Park  
City Authority**

**REQUEST FOR PROPOSALS  
FOR  
PHYSICAL SITE SECURITY CONSULTING SERVICES  
  
STEP 1  
OF TWO-STEP PROCESS**

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## I. SUMMARY AND INTRODUCTION

Battery Park City Authority d/b/a Hugh L. Carey Battery Park City Authority (“BPCA”) is seeking to retain the services of a planning firm, security consultant or other qualified entity (individually a “Proposer” and collectively the “Proposers”) to provide BPCA with various physical site security consulting services. The selected Proposer will assist BPCA in assessing potential security threats and vulnerabilities and in analyzing, developing and creating concept designs for site-security solutions for certain designated sites within Battery Park City (hereafter the “Security Project” or “Project”). These efforts are intended to complement and enhance BPCA’s existing security measures, efforts and protocols.

### A. *Project Scope*

Broadly, the Security Project will include, but not be limited to:

- Physical urban site assessment and analysis;
- Threat and vulnerability assessment and analyses;
- Recommendations for physical site security improvements; and
- Preliminary design of physical site security improvements.

### B. *Solicitation Process Overview*

This solicitation will be conducted utilizing a two-step Request for Proposals (“RFP”) process:

- **STEP 1:** During Step 1, interested Proposers will provide BPCA with a submission containing the information and documents required by this Step 1 document (a “Qualification Package”). BPCA will evaluate Proposer’s Step 1 Qualification Package in accordance with the Step 1 Evaluation Criteria, set forth below. The purpose of Step 1 is to allow BPCA to broadly evaluate the substantive qualifications, experience, technical approach, financial capacity and responsibility of the pool of interested Proposers. After evaluating all Proposer Qualification Packages, BPCA will select one or more technically- and financially-qualified Proposers (the “Step 1 Pre-Qualified Proposers”) to advance to Step 2 of the RFP process.
  - Qualification Packages **must** be received by BPCA no later than **3:00 p.m. on February 13, 2019.**
- **STEP 2:** During Step 2, the Step 1 Pre-Qualified Proposers will be invited to submit a comprehensive, detailed response to the RFP, which shall be evaluated in accordance with the Step 2 Evaluation Criteria, which will be set forth in the Step 2 RFP documents. **Step 2 Proposals will only be accepted from Step 1 Pre-Qualified Proposers.** A detailed scope of work for the Project, along with other necessary information, will be provided in conjunction with Step 2. **NOTE: All Step 1 Pre-Qualified Proposers will be required to execute a confidentiality and non-disclosure agreement with BPCA prior to the receipt of the Step 2 RFP documents, whereby the Step 1 Pre-Qualified Proposer will agree to keep confidential certain details designated by BPCA as confidential and/or security- or safety-sensitive with respect to the Security Project.**
  - Due dates for Step 2 submissions will be provided in the Step 2 RFP documents issued to the Step 1 Pre-Qualified Proposers.

### C. *M/WBE and SDVOB Requirements:*

Pursuant to New York State Executive Law Article 15-A and Parts 140-145 of Title 5 of the New York Codes, Rules and Regulations BPCA is required to promote opportunities for the maximum feasible

participation of New York State-certified MBEs/WBEs (collectively, “MWBE(s)”) and the employment of minority group members and women in the performance of BPCA contracts. Pursuant to New York State Executive Law Article 17-B and 9 NYCRR §252, BPCA is required to promote opportunities for maximum feasible participation of certified Service-Disabled Veteran-Owned Businesses (“SDVOBs”).

Proposers are advised that BPCA intends to establish the following goals for MWBE and SDVOB participation in this solicitation:

**MWBE:** It is anticipated that BPCA will establish goals of **30%** for MWBE participation, **15 %** for New York State-certified Minority-owned Business Enterprise (“MBE”) participation and **15%** for New York State-certified Women-owned Business Enterprise (“WBE”) participation (based on the current availability of MBEs and WBEs) for pre-qualified Proposers participating in Step 2 of the RFP process.

**SDVDOB:** It is anticipated that BPCA will establish an overall goal of **6%** for SDVOB participation (based on the current availability of MBEs and WBEs) for pre-qualified Proposers participating in Step 2 of the RFP process.

It is also anticipated that Proposer’s “Diversity Practices” will be evaluated as part of the Step 2 evaluation criteria. Further information regarding MWBE and SDVOB participation will be provided in the Step 2 documents.

## **II. GENERAL PROVISIONS**

This Request for Proposals, including all attachments, exhibits, and any amendments or addenda (collectively, the “RFP”) is subject to the rights reserved by BPCA, including, but not limited to BPCA’s right to:

- withdraw and/or cancel this solicitation at any time before final award of any related contract;
- request clarification and/or additional information from any or all Proposers;
- amend any term or requirement of this RFP at any time before award of a contract (Respondents may amend their submissions, as directed by BPCA, if BPCA materially alters or amends the RFP, or any portion of it, after submission);
- Based upon the Qualifications Packages received in Step 1, select one or more Step 1 Pre-Qualified Proposers to submit Proposals in response to Step 2 of the RFP and, based upon the Proposals received from the Step 1 Pre-Qualified Proposers that submit Proposals (the “Step 2 Proposers”), select one or more Step 2 Proposers to perform the Security Project;
- alter any key dates or deadlines related to this RFP;
- reject any Qualification Package or Proposal that does not strictly conform to the requirements of the RFP;
- conduct one or more interviews, in person or by phone, with any or all of the Step 2 Proposers to aid the evaluation process;
- during Step 2, negotiate potential contract terms related to the Project with any Step 2 Proposer.

BPCA is not liable or responsible in any way for any expenses incurred in the preparation of a submission in response to this RFP. All information submitted in response to this RFP is subject to the Freedom of Information Law, Article 6 of the New York State Public Officers Law (“FOIL”), which requires public access to certain documents possessed by BPCA, unless a specific exemption applies. Respondents are responsible for identifying any information in their respective submissions considered by them to be confidential and exempt from disclosure under FOIL. BPCA, however, is obligated to disclose information consistent with the requirements of FOIL, Article 6 of the New York State Public Officers Law.

### III. TIMETABLE & DESIGNATED CONTACT

#### A. *Key Dates*

Subject to change at BPCA's discretion, the following are key dates for this RFP:

- RFP Step 1 Documents/Qualification Package issued: January 18, 2019

All questions regarding this RFP should be submitted in writing via email to the "Designated Contact": Michael LaMancusa Battery Park City Authority, at [michael.lamancusa@bpca.ny.gov](mailto:michael.lamancusa@bpca.ny.gov).

- QUALIFICATION PACKAGE DUE DATE: February 13, 2019 by 3:00 p.m. (the "Due Date")

#### B. *Anticipated Contract Term*

It is anticipated that any contract awarded pursuant to this solicitation will have a term of approximately twelve (12) months from the date of execution.

#### C. *Restricted Period*

New York State Finance Law sections 139-j and 139-k apply to this RFP, restricting Proposers' contacts with BPCA. Proposers are restricted from making any contact (defined as oral, written or electronic communications with BPCA under circumstances where a reasonable person would infer that a communication was intended to influence BPCA's conduct or decision with respect to a procurement) relating to this RFP with anyone other than the Designated Contact, as specified in Section III.A., or MBE/WBE/SDVOB Designated Contact, as applicable., from the time of Proposer's receipt of notice of this RFP through award and approval of the Contract by BPCA (the "Restricted Period"). BPCA employees must record certain contacts during the Restricted Period, including, but not limited to, any oral or written communications that could reasonably be seen as intended to influence BPCA's conduct or award of this RFP. Upon notice of an improper contact, BPCA shall make a determination regarding the Proposer's responsibility and eligibility to continue participating in this RFP.

### IV. QUALIFICATION PACKAGE SUBMISSION, FORMAT AND CONTENT

#### A. *Submission of Qualification Packages*

**Qualification Packages must be received by BPCA no later than 3:00 p.m. on February 13, 2019.**

Each Respondent must submit eight (8) paper copies and a PDF version (via CD-ROM or flash drive) in a sealed package clearly marked "Qualification Package Enclosed– Physical Site Security Consulting Services" to the Designated Contact by messenger, overnight courier or certified mail to the following address:

Michael LaMancusa  
Battery Park City Authority  
200 Liberty Street, 24<sup>th</sup> Floor  
New York, NY 10281  
[Michael.lamancusa@bpca.ny.gov](mailto:Michael.lamancusa@bpca.ny.gov)

BPCA is not responsible for late submittals, no matter the cause. Responses *must* arrive at the time and place specified herein and be time stamped by BPCA by the Due Date. Please leave ample time for building

security. Late submissions will NOT be accepted. Responses submitted by fax or electronic transmission will NOT be accepted. A Respondent may, after submitting its Response, amend its Response by submitting an amended Response, clearly labeled “Amended Qualifications – Consultant to Perform Physical Site Security Consulting Services,” as long as the amended Response is submitted by the Due Date.

***B. Format***

The Response must:

- Be printed on 8½” x 11” paper;
- Have numbered pages; and
- Be no longer than fifteen (15) single-sided pages, exclusive of the Cover Letter and Required Attachments.

***C. Content***

The Response must include the following in the order listed:

- 1) Cover Letter, signed by a person within the firm who is authorized to bind the Respondent, which includes representations that:
  - (a) Except as disclosed in the Qualification Package, no officer or employee of the responding company is directly or indirectly a party to or in any other manner interested financially or otherwise in this RFP;
  - (b) Proposer satisfies all of the following minimum qualification requirements:
    - i. Proposer must have an office in New York State (a New York City office is preferred);
    - ii. Proposer must be lawfully authorized to do business in the State of New York;
    - iii. Proposer (or a combination of its principals, partners and/or subconsultants) must have at least five (5) years of experience in providing security consulting services in New York City.
  - (c) A statement that the Proposer will be able to meet the Insurance Requirements set forth in Section VI hereof.

**Cover Letters must include each of these representations and be signed. Responses with Cover Letters that are unsigned or that fail to include each of the above representations will be rejected.**

- 2) Executive Summary. The Summary should broadly describe the Proposer’s technical approach, skills, abilities and experience that are most relevant to the Project and demonstrate that they understand the project objectives and have adequate experience and staffing resources to handle assignments.
- 3) Responses to the Questions as well as all of the Information Required (Sections V.A. and B.).
- 4) Required Attachments (Section V. C.).

**V. INFORMATION REQUIRED: QUALIFICATION PACKAGE**

***A. Questions and Information Sought Relating to Proposer's Experience and Technical Qualifications***

- 1) Describe your firm's background, services, size, and history as these factors are relevant to exterior security site assessment and design of physical security measures and systems.
- 2) Describe your prescribed general approach and methodology for providing site security assessment and consulting services.
- 3) Please describe your experience performing site security evaluations, recommendations, and design.
- 4) Describe and, if applicable, include examples of, typical relevant training and/or other instructional material made available by your firm.
- 5) Describe your proposed team's experience with work for other public entities, with an emphasis on New York State public entities. Please also describe your experience coordinating with NYPD and other NYS/ NYC law enforcement agencies on security projects.
- 6) Clearly identify any information in your Qualification Package that you believe to be confidential and exempt from disclosure FOIL, and state the reasons. Please note that this question is for informational purposes only, and BPCA will determine whether material is exempt from disclosure under FOIL in its sole discretion.
- 7) Provide at least five (5) client references for whom your firm has performed security consultation work. For each client, describe the project, the project's date, and services performed, and provide the name, address, and telephone number for a person at client's firm familiar with such work.

***B. Questions and Information Sought Relating to Proposer's Firm & Eligibility***

- 8) Within the past three (3) years, have there been any significant developments in your firm such as changes in ownership or restructuring? Do you anticipate any significant changes in the near future? If so, please describe.
- 9) How does your firm identify and manage conflicts of interest?
- 10) Are there any potential conflict of interest issues posed by your firm's performance of the Required Services on behalf of BPCA?
- 11) Has your firm or have any of the firm's partners/employees been disciplined or censured by any regulatory body within the last five (5) years? If so, please describe the relevant facts and disposition.
- 12) Within the last five (5) years, has your firm, or a partner or employee in your firm, been involved in litigation or other legal proceedings relating to the provision of professional services? If so, please provide an explanation and the current status or disposition of the matter.
- 13) List any professional or personal relationships your firm's employees may have with BPCA's Board Members and/or employees. List attached as Exhibit B.

- 14) If selected, will your firm assign any person to this engagement who was previously an employee of BPCA or BPCPC? If so, please: i) identify when (month and year) that person's employment at BPCA/BPCPC terminated, and ii) describe that person's involvement, if any, with matters related to this RFP during his/her employment at BPCA/BPCPC.
- 15) In the past five (5) years, have any public sector clients terminated their working relationship with your firm? If so, please provide a brief statement of the reasons. Provide the name of the client and provide a contract person, address and telephone number.

**C. Required Attachments for Qualification Package**

1) Mandatory Forms:

Each Qualification Package must include a completed copy of all "Mandatory Forms" found at: <http://bpca.ny.gov/wp-content/uploads/2015/03/Vendor-ResponsibilityQuestionnaire.pdf>.

The Mandatory Forms include the following:

- a) NYS Standard Vendor Responsibility Questionnaire, notarized and signed by the individual(s) authorized to contractually bind the Respondent, indicating the signer's title/position within the firm.\*
- b) State Finance Law § 139 Form 1, signed by the individual(s) authorized to contractually bind the Respondent.\*
- c) W-9 form.
- d) Statement of Non-Collusion.

\*In addition to the copy required to be included in each bound submission, Respondents must additionally provide one (1) unbound, completed original, with ink signatures, of the NYS Standard Vendor Responsibility Questionnaire and SFL 139 Form 1.

2) Financial Statements:

Provide a copy of your firm's most recent Audited Financial Statements (within the last year). In the event you do not have audited financials you must provide a statement to that effect with your Response, and summary financial information for the calendar year most recently ended.

3) Acknowledgement of Addenda:

Attach a completed and signed Acknowledgement of Addenda Form, attached as Exhibit C, acknowledging receipt of all addenda to this RFP, if any, issued by BPCA before the Due Date. Addenda are posted by BPCA as necessary and can be found on the BPCA website at [www.bpca.ny.gov](http://www.bpca.ny.gov). It is the responsibility of each Respondent to check the BPCA website for addenda and to review addenda prior to submitting any Response to this RFP.

4) Appendices:

Attach professional biographies for all project executives and managers identified in your Qualification Package.

## **VI. INSURANCE REQUIREMENTS**

### ***A. General Requirements***

The Proposer selected to perform the Project at the conclusion of Step 2 will be required to obtain and provide proof of the types and amounts of insurance listed below prior to the award any contract, and must maintain such insurance throughout the entire term of the Contract.

The total cost of the required insurance listed in paragraphs 2) and 3) below must be incorporated into any cost proposal submitted by Proposer. The additional insured protection afforded BPCA, BPCPC, and the State of New York must be on a primary and non-contributory basis. All policies must include a waiver of subrogation in favor of BPCA, BPCPC, and the State of New York, and no policies may contain any limitations / exclusions for New York Labor Law claims.

All of the carriers that provide the below required insurance must provide direct written notice of cancellation or non-renewal to BPCA, BPCPC, and the State of New York at least 30 days before such cancellation or non-renewal is effective, except for cancellations due to non-payment of premium, in which case 10 days written notice is acceptable.

### ***B. Insurance Requirements for the Selected Proposer***

The selected Proposer will be required to obtain and provide proof of the types and amounts of insurance listed below: (i) as a condition precedent to the award of the contract for the Project; and (ii) continuing throughout the entire Term. The insurance policies listed below must also conform to the applicable terms of the Contract, as shown in BPCA's sample form of contract attached.

- **Commercial General Liability Insurance**, written on ISO Form CG 00 01 or its equivalent and with no modification to the contractual liability coverage provided therein, shall be provided on an occurrence basis and limits shall not be less than:
  - \$1,000,000 per occurrence
  - \$2,000,000 general aggregate which must apply on a per location / per project basis
  - \$2,000,000 products/completed operations aggregate

BPCA, BPCPC, and the State of New York must be protected as additional insureds on ISO Form CG 2010 (11/85) or its equivalent on policies held by the selected Proposer and any of its subcontractors. Should the Proposer's work include construction activities of any kind then the Proposer must maintain Products / Completed Operations coverage for no less than three years after the construction work is completed, and continue to include Additional Insured protection for BPCA, BPCPC & The State of New York for the prescribed timeframe. When providing evidence of insurance the Proposer must include a completed Acord 855 NY form.

- **Automobile Liability Insurance** with a combined single limit of not less than \$1,000,000. Coverage must apply to the Proposer's owned, hired, and non-owned vehicles and protect BPCA, BPCPC, and the State of New York as additional insured.
- **Workers' Compensation, Employer's Liability, and Disability Benefits** shall not be less than statutory limits, including United States Longshore and Harbor Workers Act coverage as applicable to the operations of the Proposer.

- **Umbrella Liability Insurance** at a limit not less than \$1,000,000 per occurrence and in the aggregate. BPCA, BPCPC, and the State of New York must be protected as additional insureds on policies held by the selected Proposer and any of its subcontractors.
- **Professional Liability (“Errors & Omissions”) Insurance** must be maintained at a limit of not less than \$2,000,000 each claim.

**C. Insurance Requirements for all Subcontractors**

Any subcontractor(s) utilized by the selected Proposer will be required to obtain the types and amounts of insurance listed below: (i) as a condition of commencing any Work; and (ii) continuing throughout the duration of the subcontractor’s Work. The insurance policies listed below must also conform to the applicable terms of the Contract, as shown in BPCA’s sample form of contract attached:

- **Commercial General Liability Insurance**, written on ISO Form CG 00 01 or its equivalent and with no modification to the contractual liability coverage provided therein, shall be provided on an occurrence basis and limits shall not be less than:
  - \$1,000,000 per occurrence
  - \$2,000,000 general aggregate which must apply on a per location / per project basis
  - \$2,000,000 products/completed operations aggregate

BPCA, BPCPC, and the State of New York must be protected as additional insureds on ISO Form CG 2010 (11/85) or its equivalent on policies held by all subcontractors. Should the subcontractor’s work include construction activities of any kind then the subcontractor must maintain Products / Completed Operations coverage for no less than three years after the construction work is completed and continue to include Additional Insured protection for BPCA, BPCPC & The State of New York for the prescribed timeframe. When providing evidence of insurance the subcontractor must include a completed Acord 855 NY form.

- **Automobile Liability Insurance** with a combined single limit of not less than \$1,000,000. Coverage must apply to the subcontractor’s owned, hired, and non-owned vehicles and protect BPCA, BPCPC, and the State of New York as additional insured.
- **Workers’ Compensation, Employer’s Liability, and Disability Benefits** shall not be less than statutory limits, including United States Longshore and Harbor Workers Act coverage as applicable to the operations of the subcontractor.
- **Subcontractors will also be required to obtain all other insurances listed in Section (2) unless otherwise approved in writing by BPCA prior to commencement of any Subcontractor’s work.**

**VII. SELECTION PROCESS FOR RFP STEP 1**

**A. Evaluation**

Each timely-submitted Qualification Package will be reviewed for compliance with the form and content requirements of this RFP. A committee of BPCA employees selected by BPCA (the “Committee”) will then review and evaluate the Qualification Packages in accordance with the Step 1 Evaluation Criteria

set forth below. While only Committee members will score the evaluation criteria, the Committee may consult an outside expert on matters requiring technical expertise.

**B. Interviews**

BPCA reserves the right to decide whether to interview any or all of the Proposers submitting Qualifications Packages prior to the selection of the Step 1 Pre-Qualified Proposers who will be requested to submit Step 2 Proposals for the performance of a detailed scope of work for the Security Project.

**C. Step 1 Evaluation Criteria**

Selection of the Step 1 Pre-Qualified Proposers will be based upon the following technical criteria:

- A) Experience and expertise in the performance of urban site security assessments and analyses in NYC.....35%
- B) Experience working/coordinating with NYPD or other NYC/NYS law enforcements agencies in formulating recommendations and implementing physical site security systems.....25%
- C) Experience and expertise in the design of physical site security measures and systems.....20%
- D) Staffing and resources.....20%

Based upon the evaluation of the Qualification Packages, BPCA will select one or more Step 1 Pre-Qualified Proposers to propose on a detailed scope of work for the Security Project, which will be provided as part of Step 2 of the RFP, subject to the execution by each Step 1 Pre-Qualified Proposer of a confidentiality agreement in a form provided by BPCA. The Step 2 Evaluation Criteria may differ from the Step 1 criteria and will be provided in the Step 2 RFP documents.

It is expected that the Step 2 RFP documents will be issued within thirty (30) days following the submission of Qualification Packages and that proposals will be due within twenty-five (25) days of the issuance of the Step 2 RFP documents. The exact timeframes will be set forth in the RFP Step 2 documents.

**VIII. NON-COLLUSION**

By submitting a Response, each Respondent warrants and represents that any ensuing Contract has not been solicited or secured directly or indirectly in a manner contrary to the laws of the State of New York, and that said laws have not been violated and shall not be violated as they relate to the procurement or the performance of the Contract by any conduct, including the paying or giving of any fee, commission, compensation, gift, or gratuity or consideration of any kind, directly or indirectly, to any member of the board of directors, employee, officer or official of BPCA.

**IX. IRAN DIVESTMENT ACT**

By submitting a Response or by assuming the responsibility of any Contract awarded hereunder, each Respondent certifies that it is not on the “Entities Determined To Be Non-Responsive Bidders/Offerers Pursuant to The New York State Iran Divestment Act of 2012” list (“Prohibited Entities List”) posted on the New York State OGS website at: <http://www.ogs.ny.gov/about/regs/docs/ListofEntities.pdf>, and further

certifies that it will not utilize any subcontractor/consultant that is identified on the Prohibited Entities List on this Contract. The selected Respondent agrees that should it seek to renew or extend any Contract awarded hereunder, it must provide the same certification at the time the Contract is renewed or extended. The selected Respondent also agrees that any proposed assignee of the Contract will be required to certify that it is not on the Prohibited Entities List before BPCA may approve a request for assignment of the Contract.

During the term of any Contract awarded hereunder, should BPCA receive information that a person (as defined in State Finance Law §165-a) is in violation of the above-referenced certifications, BPCA will review such information and offer the person an opportunity to respond. If the person fails to demonstrate that it has ceased its engagement in the investment activity which is in violation of the New York State Iran Divestment Act of 2012 within 90 days after the determination of such violation, then BPCA shall take such action as may be appropriate and provided for by law, rule, or contract, including, but not limited to, seeking compliance, recovering damages, or declaring the selected Proposer in default of the awarded Contract.

BPCA reserves the right to reject any request for renewal, extension, or assignment for an entity that appears on the Prohibited Entities List prior to the renewal, extension, or assignment of the Contract, and to pursue a responsibility review with the selected Proposer should it appear on the Prohibited Entities List hereafter.

**X. ENCOURAGING USE OF NEW YORK STATE BUSINESSES IN CONTRACT PERFORMANCE**

New York State businesses have a substantial presence in State contracts and strongly contribute to the economies of the state and the nation. In recognition of their economic activity and leadership in doing business in New York State, Proposers for this Contract for commodities, services or technology are strongly encouraged and expected to consider New York State businesses in the fulfillment of the requirements of the Contract. Such partnering may be as subcontractors, suppliers, protégés or other supporting roles.

Proposers are strongly encouraged, to the maximum extent practical and consistent with legal requirements, to use responsible and responsive New York State businesses in purchasing commodities that are of equal quality and functionality and in utilizing services and technology. Furthermore, Respondents are reminded that they must continue to utilize small, minority and women-owned businesses, consistent with current State law.

Utilizing New York State businesses in State contracts will help create more private sector jobs, rebuild New York's infrastructure, and maximize economic activity to the mutual benefit of the contractor and its New York State business partners. New York State businesses will promote the contractor's optimal performance under the Contract, thereby fully benefiting the public sector programs that are supported by associated procurements.

Public procurements can drive and improve the State's economic engine through promotion of the use of New York businesses by its contractors. The State therefore expects bidders/proposers to provide maximum assistance to New York businesses in their contracts. The potential participation by all kinds of New York businesses will deliver great value to the State and its taxpayers.

If requested to submit a proposal for the Security Project, Respondents will be asked to demonstrate, as part of their proposals, their commitment to the use of New York State businesses by indicating whether or not New York State businesses will be used in the performance of any contract awarded and to identify New York State businesses that will be used.

[NO FURTHER TEXT]

**EXHIBIT A**

**(Acknowledgement of Addenda)**

**RFP TITLE:** \_\_\_\_\_

|  |
|--|
| <b>Complete Part I <u>or</u> Part II, whichever is applicable, and sign your name in Part III.</b> |
|--|

**Part I**

Listed below are the dates of issue for each Addendum received in connection with this RFP:

Addendum # 1, Dated \_\_\_\_\_, \_\_\_\_

Addendum # 2, Dated \_\_\_\_\_, \_\_\_\_

Addendum # 3, Dated \_\_\_\_\_, \_\_\_\_

Addendum # 4, Dated \_\_\_\_\_, \_\_\_\_

Addendum # 5, Dated \_\_\_\_\_, \_\_\_\_

Addendum # 6, Dated \_\_\_\_\_, \_\_\_\_

**Part II Acknowledgement of No Receipt**

\_\_\_\_\_ No Addendum was received in connection with this RFP

**Part III**

Proposer's Name: \_\_\_\_\_

Proposer's Authorized Representative:

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

**EXHIBIT B**

**List of BPCA & BPCPC Board Members and Employees**

(attached)

**LIST OF BOARD MEMBERS**

George Tsunis (chair)

Donald Cappocia

Lester Petracca

Catherine McVay Hughes

Louis J. Bevilacqua

Martha J. Gallo

Anthony Kendall

**Employees:**

|                     |                         |                         |
|---------------------|-------------------------|-------------------------|
| Betzayda Abreu      | St Clair Henry          | Katherine Powell        |
| Deborah Addison     | Robert Hinkelman        | Sandra Power            |
| Curtis Afzal        | Stephanie Huayta        | Robert Quon             |
| Elsa Alvarez        | Craig Hudon             | Jason Rachnowitz        |
| Dana Anders         | Jake Jacevicius         | Madelin Ramirez         |
| Anthony Andriano    | Amy Jogie               | Aline Reynolds          |
| Stephen Arciold     | William John            | Manual Rivera           |
| Sharmila Baichu     | Jasmine Johnson         | Anthony Robinson        |
| Marie Baptiste      | Benjamin Jones          | Kim Robledo             |
| Brett Beecham       | Roland Kemp             | Nelson Rogers           |
| Freddy Belliard     | Ann Ketring             | Jose Rosado             |
| Emily Birdseye      | Susie Kim               | Holly Ross              |
| Nidia Blake-Reeder  | Karl Koenig             | Decorey Rowe            |
| LaToya Brooks-Jones | Leandro Lafuente        | Carlos Santiago         |
| Nancy Buivid        | Michael Lamancusa       | Nicholas Sbordone       |
| Anthony Buquicchio  | Della Lee               | Jean Schwartz           |
| Peter Campbell      | Rene Lopcy              | Lindsey Senn            |
| Frances Caperchi    | Janira Lopez            | Rekha Sewraj            |
| Monica Centeno      | Robert Maggi            | Sean Simon              |
| Carlton Chotalal    | Evelin Maisonet         | Kemnarine Singh         |
| Julissa Cooke       | Jonathan McCain         | Sarah Smedley           |
| Gwen Dawson         | Princess McNeill        | Bruce Spierer           |
| Nicole Dawson       | Brian Meikle            | Nicole Stallworth-Roper |
| Gilbert DePadua     | Vanessa Mesine          | Shinay Stewart          |
| Paul Diaz-Larui     | Ronnie Mohammed         | Jerome Sturiano         |
| Tonasia Dopson      | Dana Morgera            | Lance Super             |
| Patricia Ehlers     | Eric Munson             | John Tam                |
| Abigail Ehrlich     | Lauren Murtha           | Taujuana Taylor         |
| Maria Ellison       | Bertha Narcisse         | Alexis Torres           |
| Richard Faraino     | Robert Nesmith          | Ryan Torres             |
| Anitra Fauntleroy   | Siu May NG              | Douglas Van Horn        |
| Pamela Frederick    | Yoshihiro Nishida       | Noe Velasquez           |
| James Gallagher     | Anne O'Neill            | Evangelio Villalobos    |
| Abigail Goldenberg  | Maril ortiz             | Jeffrey Vixamar         |
| Anastasia Gonzalez  | Bienvenido Osorio       | Sharon Wade             |
| Lenron Goode        | Kevin O'Toole           | David Wallace           |
| Neresa Gordon       | Hector Oyola            | Annalise Warren         |
| Sakina Graves       | Willem Paillant         | Eric White              |
| Ned Greenberg       | Jonathan Parker         | Angela Whitehead        |
| Evelyn Gregg        | Nimisha Haribaran Patel | Dwight Williams         |
| Jonathan Gross      | Gladys Pearlman         | Kenneth Windman         |
| Robert Hansen       | Dahlia Pena             | Al Wright               |
| Nicole Heater       | Anthony Peterson        | Jouli Yohannes          |
| Sankar Heerah       | Bruno Pomponio          | Erin Yokoi              |