

**Project:** Condominium Ground Rent Assistance  
Program Design and Implementation  
Services

**Date:** May 20, 2022

**RE:** Addendum #1  
**# of Pages:** 2

---

---

The following revisions and/or clarifications are to be made to the proposal documents for Condominium Ground Rent Assistance Program Design and Implementation Services Request for Proposals document:

**1. Section III: Key Dates of the original Request for Proposals document states:**

**A. Key Dates**

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

- RFP issued: Wednesday, May 4, 2022
- Pre-proposal meeting: Wednesday, May 18, 2022, held virtually. Please RSVP via email to the "Designated Contact": Emily Birdseye, Assistant Contracting Officer, Battery Park City Authority, at [Emily.Birdseye@bpca.ny.gov](mailto:Emily.Birdseye@bpca.ny.gov) by Tuesday, May 17, 2022.
- Deadline to submit questions to BPCA: Friday, May 20, 2022 by 4:00 p.m. (by email only). All questions regarding this RFP should be submitted in writing via email to the "Designated Contact": Emily Birdseye, Assistant Contracting Officer, Battery Park City Authority, at [Emily.Birdseye@bpca.ny.gov](mailto:Emily.Birdseye@bpca.ny.gov).
- BPCA's response to substantive questions: Wednesday, June 1, 2022 (by email)
- PROPOSAL DUE DATE: Friday, June 10, 2022 by 3:00 p.m. (the "Due Date")

**This section is hereby updated to state:**

**B. Key Dates**

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

- RFP issued: Wednesday, May 4, 2022
- Pre-proposal meeting: Wednesday, May 18, 2022, held virtually. Please RSVP via email to the "Designated Contact": Emily Birdseye, Assistant Contracting Officer, Battery Park City Authority, at [Emily.Birdseye@bpca.ny.gov](mailto:Emily.Birdseye@bpca.ny.gov) by Tuesday, May 17, 2022.
- Deadline to submit questions to BPCA: Wednesday, May 27, 2022 by 4:00 p.m. (by email only). All questions regarding this RFP should be submitted in writing via email to the "Designated Contact": Emily Birdseye, Assistant Contracting Officer, Battery Park City Authority, at [Emily.Birdseye@bpca.ny.gov](mailto:Emily.Birdseye@bpca.ny.gov).
- BPCA's response to substantive questions: Friday, June 8, 2022 (by email)
- PROPOSAL DUE DATE: Wednesday, June 17, 2022 by 3:00 p.m. (the "Due Date")

**2. Section IV:D of the Request for Proposals document states:**

D. Submission of Proposals must be received by BPCA no later than 3:00 p.m. on June 10, 2022.

**This section is hereby updated to state:**

D. Submission of Proposals must be received by BPCA no later than 3:00 p.m. on June 17, 2022.

---

---

By signing the line below, I am acknowledging that all pages of the addendum have been received reviewed and understood, and will be incorporated into the bid price submitted. This document must be attached to the proposal for consideration.

\_\_\_\_\_ Signature \_\_\_\_\_ Date

Number of pages received: \_\_\_\_\_ <fill in>

Distributed to: All present and all prospective Proposers