

HUGH L. CAREY BATTERY PARK CITY AUTHORITY

Meeting of the Members  
200 Liberty Street, 24<sup>th</sup> Floor  
New York, NY 10281  
January 30, 2024

Members Present

Donald Capoccia, Chair  
Louis Bevilacqua, Member (remote)  
Martha Gallo, Member  
Catherine McVay Hughes, Member  
Lester Petracca, Member

Authority Staff in Attendance:

Raju Mann, President & CEO  
Sharmila Baichu, Chief Human Resources Officer  
Marie Baptiste, Deputy Treasurer  
Brett Beecham, Associate General Counsel  
Zachary Bergen, Deputy General Counsel, Procurement & Contracts  
Donna A. Canfield, Deputy General Counsel, Labor & Employment  
Daniel C. Carmalt, Esq., Chief Construction Counsel  
Gwen Dawson, Senior Vice President, Real Property  
Dan Dickson, Director of Planning and Design  
Pamela Frederick, Chief Financial Officer/Treasurer  
Claudia Filomena, Senior Director of Capital Projects and Resiliency  
Sarah Fisher Curtin, Director of Sustainability  
Abigail Goldenberg, General Counsel  
Megan Hood, Deputy General Counsel, Real Estate  
Angela Howard, AVP of Construction & Site Management  
Craig Hudon, Vice President of Parks Programming  
Karl Koenig, Controller  
John Lonie, Communications & Public Affairs Coordinator  
Eric Munson, Chief Operating Officer  
Lauren Murtha, Paralegal/Assistant Corporate Secretary  
Jahmeliah Nathan, Vice President of Administration  
Robert Nesmith, Chief Contracting Officer  
Jason Rachnowitz, Deputy Controller  
Kimberlae Saul, AVP Planning & Design  
Nicholas Sbordone, Vice President of Communications and Public Affairs  
Alexis Torres Cid, Chief of Staff  
Ryan Torres, Vice President of Parks Operations  
Yves Veve, Senior Director of Infrastructure

Others in Attendance: Dan McElwee, Mayers, Hoffman & McCann  
Philip Marciano, CBIZ  
Scott Woznicki, CBIZ  
Louis Sarno, Ramirez Asset Management  
Various Members of the Public

The meeting, called on public notice in accordance with the New York State Open Meetings Law, convened at 2:06 pm.

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The first item on the agenda was a request for approval of the minutes of the November 29, 2023 meeting. Upon a motion made by Ms. Gallo and seconded by Mr. Petracca, the following resolution was unanimously adopted:

**APPROVAL OF MINUTES OF THE NOVEMBER 29, 2023 MEETING**

BE IT RESOLVED, that the minutes of the meeting of the Members of the Hugh L. Carey Battery Park City Authority held on November 29, 2023, are hereby approved.

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Next, there was one comment submitted by the public that was presented during the period of public comment.

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The next item on the agenda was the M/WBE Utilization Report presented by Ms. Nathan.

Ms. Nathan reported that for the months of October through December, of the Authority's total qualifying spend of approximately \$33 million, \$4.6 million was spent on non-resiliency program contracts, and approximately \$28.4 million was spent on resiliency program contracts. Of the non-resiliency spend, \$1.3 million or 28% was paid to MWBEs and 4% to SDVOBs. Of the resiliency program spend, approximately \$3.4 million or 12% was paid to MWBEs and 1% paid to SDVOBs.

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The next item on the agenda was an update on the Authority's resiliency projects by Ms. Filomena and Ms. Fisher Curtin.

For our Northwest Resiliency Project, Ms. Filomena stated that Reaches 1, 2 and 5, which are Route 9A, North Esplanade, and North Cove Marina sections of the project, received the 40% design update. The 60% design development was still ongoing. Also, agency and stakeholder consultations were ongoing as the project continues to advance. She noted we would be filing a

joint permit application for the Northwest project with the Army Corp of Engineers and the Department of Environmental Conservation.

For the South Project, Ms. Filomena stated that in the last month the following work has taken place at the Wagner Park/MJH section of the project: backfilling and soil compaction for the cistern, installation of flood wall soil anchors, partial installation of the flood wall micro piles, wailers, and concrete framework, partial relocation of communication and gas main utilities, partial installation of site drainage, installation of the pavilion foundation pile caps and grade beams, partial installation of pavilion electrical and plumbing infrastructure, final color selection of the pavilion's architectural concrete, and Phase II pavilion architectural concrete mockup has been completed. The Pier A Plaza and Battery site has undergone partial site demolition, site salvaging, and test pits for underground utilities.

For Sustainability updates, Ms. Fisher Curtin explained that the urban tree canopy assessment and biodiversity assessment work was completed, and this spring a public tree canopy interactive map would be launched. This past weekend we partnered with the Javits Center and the American Kennel Association to pilot dog waste composting at their annual Meet the Breeds event. Over 90 pounds of dog waste was collected from the event. That was a first collaboration with Javits, a little interagency interaction and a new partner of the American Kennel Association. The annual tree recycling program concluded with over 1,700 trees chipped.

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The next item on the agenda, presented by Ms. Frederick, was an approval of the Investment Report & Guidelines for Fiscal Year Ended October 31, 2023.

Ms. Frederick first provided the Members with an update from the Investment Committee which met prior to this meeting. The meeting was led by Committee Chair Lester Petracca, and in attendance were members Catherine McVay Hughes and Martha Gallo, as well as the Authority's investment advisors, PFM Asset Management and Ramirez Asset Management. The Committee reviewed the Investment Guidelines and Report for fiscal year-end October 31, 2023, and the Advisors also provided a summary of the performance for fiscal year '23 as well as a review of market conditions since November 1<sup>st</sup>. The Committee voted unanimously to recommend to the Board to approve the Investment Report and Guidelines for October 31, 2023, and to recommend the filing of these reports to the required government entities, and to post them on PARIS and the Authority's website.

The Authority is seeking approval of the Board for the Investment Guidelines as recommended by the Investment Committee. She noted that the Authority held \$900 million at fair value in investment assets at the end of the fiscal year, and these consisted primarily of U.S. Treasures, about 95% of our portfolio, and \$26 million in cash. There were no changes to the Investment Guidelines and BPCA complied with all of the investment guidelines conditions.

The Investment Advisors were present to answer any questions.

Upon a motion made by Mr. Petracca and seconded by Ms. Gallo, the following resolution was unanimously adopted:

**APPROVAL OF THE INVESTMENT GUIDELINES & REPORT FOR THE FISCAL YEAR ENDED OCTOBER 31, 2023**

BE IT RESOLVED, that the Investment Guidelines & Report of the Hugh L. Carey Battery Park City Authority (the “Authority”) for the fiscal year ended October 31, 2023 in the form presented to this meeting, be, and hereby is approved; and be it further

RESOLVED, that the Chief Financial Officer and Treasurer of the Authority be, and hereby is, directed to file said Investment Guidelines and Report with the: (1) NYS Division of the Budget; (2) NYS Department of Audit and Control; the Chairman and ranking Minority Members of the (3) New York State Senate Finance Committee; and (4) New York State Assembly Ways and Means Committee, as required by Section 2925 of the Public Authorities Law, Public Authorities Accountability Act of 2005 and the New York State Comptroller’s Regulation 2 NYCRR (Part 203); and be it further

RESOLVED, that Investment Guidelines & Report be posted on the NY State Public Authorities Reporting System (PARIS) and the Authority’s website; and be it further

RESOLVED, that the Assistant Corporate Secretary of the Authority be, and hereby is, directed to file said Investment Guidelines & Report with the minutes of this meeting; and be it further

RESOLVED, that any and all actions taken by any officer of the Authority in connection with the preparation of such policies and procedures are hereby ratified, confirmed and approved.

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The next item on the agenda, presented by Ms. Frederick, was the acceptance of the Audited Financial Statements for Fiscal Year Ended October 31, 2023 and Authorization to File on PARIS.

Ms. Frederick first provided the Members with an update from the Audit Committee which also met prior to this meeting. In attendance were the committee members, Acting Chair Martha Gallo and Lester Petracca. Ms. Frederick stated that the committee reviewed the annual audit presentation, including the financial statements as presented by our engagement lead, Phil Marciano from Mayer, Hoffman & McCann (MHM), the Authority's independent auditors. The committee also met with Scott Wisniewski, Managing Director and Technology lead for MHM as well.

Ms. Frederick reported that the audit revealed no weaknesses or control deficiencies, and there were no significant changes in accounting principles. The committee also reviewed estimates and judgments, the IT audit, as well as making note that we had a pretty significant bond issuance and termination of our swap portfolio. Mr. Marciano stated that MHM’s opinion will be clean on the financial statements and on its report of the Authority’s compliance with its investment

guidelines. He explained that the audit is very thorough and is conducted in accordance with government auditing standards, as well as generally accepted auditing standards. That requires MHM to report on any control deficiencies or compliance issues that are material to the financials. No such issues came to MHM's attention. MHM was to issue its audit report before the January 31 deadline.

The Audit Committee voted unanimously to recommend to the Board to accept and approve the audited financial statement for fiscal year end October 31, 2023, and to recommend filing of the statement with the required government entities, and to post the statement on PARIS, and the Authority's website.

Upon a motion made by Ms. Gallo and seconded by Mr. Petracca, the following resolution was unanimously adopted:

**RESOLUTION OF THE MEMBERS REGARDING THE AUTHORITYS AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED OCTOBER 31, 2023**

BE IT RESOLVED, that the Members hereby accept the Audited Financial Statements for the Fiscal Year ended October 31, 2023 and be it further

RESOLVED, that the Members authorize the filing of the Audited Financial Statements, substantially in the form presented at this meeting, with the required governmental entities and with the trustees under the Authority's bond resolutions, and the posting of a copy of the Audited Financial Statements on the Public Authorities Report Information System ("PARIS") and on the Authority's website.

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The next item on the agenda, presented by Ms. Frederick, was Approval to Enter Into an Agreement with Mohanty Gargiulo, LLC for Qualified Independent Representative and Interest Rate Advisory Services.

Ms. Frederick began by explaining that the Authority issued a discretionary procurement for the services of a QIR or Qualified Independent Representative, and this was a MWBE, WBE and SDVOB procurement. The RFP was broadly available and sent to firms that previously expressed an interest and those identified in the state's MWBE directory. It was also posted in the New York Contract Reporter. Only Mohanty responded with a proposal, and given it was found to be fair value and unchanged from their prior contract, the then CEO approved their selection given it was a single bid.

Mohanty Gargiulo focuses exclusively on interest rate and derivative products and given their breadth and depth of expertise, which we have utilized in the past where they provided us consulting services when we amended our swaps in 2019 and also when we terminated the swap portfolio in 2023. Their expertise will be necessary in the upcoming year as we look to return to the bond market. They will assist in the evaluation of highly structured bond products that are presented to the Authority, some of which have imbedded derivatives. Underwriters can't present

those to us without a QIR, so we would want to have their services available. Therefore, we seek the approval of Mohanty as our qualified independent representative for one year with two additional one-year extensions available at the Authority's option. That would be a total of three years for a not to exceed value of \$150,000.

Upon a motion made by Ms. McVay Hughes and seconded by Ms. Gallo, the following resolution was unanimously adopted:

**APPROVAL TO ENTER INTO AN AGREEMENT WITH MOHANTY GARGIULO, LLC  
FOR QUALIFIED INDEPENDENT REPRESENTATIVE AND INTEREST RATE  
ADVISORY SERVICES**

BE IT RESOLVED, that in accordance with the materials submitted at this Board meeting, the President and Chief Executive Officer (the "President") of the Battery Park City Authority or his/her designee(s) be, and each of them hereby is, authorized and empowered to enter into an agreement with Mohanty Gargiulo, LLC (the "Agreement") to provide qualified independent representative and interest rate advisory services for a term of one (1) year with the Authority having the sole option of extending for two (2) additional single year terms for a not to exceed amount of \$150,000.00; and be it further

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

RESOLVED, that the President or his/her 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 and 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 Ms. Frederick, was the Approval of the Prompt Payment Report and Prompt Payment Policy for Fiscal Year Ended October 31, 2023.

Ms. Frederick explained that this was an annual requirement of the Public Authority's Law. The only change this year was the identification by the Authority of 63 payments, down from 122, nearly cut it in half since 2022, that were made more than 30 days after receipt of a proper invoice by the Finance department. These resulted in the Authority owing \$12,813.40 in interest, down from \$41,316.00 in 2022. She noted a great effort by the team. Ms. Frederick recommend approval of the Prompt Pay Policy and the Prompt Pay Report as of the fiscal year end October 31, 2023, and the authorization to file with the required government entities and to post them on PARIS and the Authority's website as required.

Upon a motion made by Ms. Gallo and seconded by Ms. McVay Hughes, the following resolution was unanimously adopted:

**APPROVAL OF PROMPT PAYMENT REPORT FOR FISCAL YEAR ENDED OCTOBER 31, 2023 AND PROMPT PAYMENT POLICY EFFECTIVE JANUARY 1, 2024**

BE IT RESOLVED, that the Prompt Payment Report of the Authority for the fiscal year ended October 31, 2023 and the Prompt Payment Policy effective January 1, 2024 in the form presented to this meeting, be, and hereby are approved; and be it further

RESOLVED, that the Treasurer of the Authority be, and hereby is, directed to file said Prompt Payment Report and Prompt Payment Policy with the (1) New York State Division of the Budget; (2) New York State Department of Audit and Control; the Chairman and ranking Minority Members of the (3) New York State Senate Finance Committee; and (4) New York State Assembly Ways and Means Committee, as required by Section 2880 of the Public Authorities Law; and be it further

RESOLVED, that the Assistant Corporate Secretary of the Authority be, and hereby is, directed to file the Prompt Payment Report and Prompt Payment Policy with the minutes of this meeting; and be it further

RESOLVED, that Prompt Payment Report and Prompt Payment Policy be posted to the Authority's website and the NY State Public Authorities Reporting System; and be it further

RESOLVED, that any and all actions taken by any officer of the Authority in connection with the preparation of such policies and procedures is hereby ratified, confirmed, and approved.

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The next item on the agenda, presented by Ms. Frederick, was the ratification, confirmation, and authorization to sign financial and bank-related documentation.

Ms. Frederick stated that this item sought Board approval to add our new CEO, Raju Mann, to the Authority's incumbency certificate, which now includes the CFO, the COO, and the General Counsel. This addition will allow Mr. Mann to execute payments, checks, and other financial instruments. Ms. Frederick recommended the approval of the resolution for this change to the incumbency certificate.

Upon a motion made by Ms. Gallo and seconded by Ms. McVay Hughes, the following resolution was unanimously adopted:

**RATIFICATION, CONFIRMATION AND AUTHORIZATION TO SIGN FINANCIAL AND BANK-RELATED DOCUMENTATION, INCLUDING CHECKS, VOUCHERS, REQUISITIONS AND OTHER INSTRUMENTS**

BE IT RESOLVED, that consistent with the Battery Park City Authority's (the "Authority") enabling legislation and By-Laws, we hereby ratify, confirm and authorize the officers identified below and on the attached Incumbency Certificate to transact business and issue instructions to banking and financial institutions on behalf of the Authority, provided that any documentation relating to such transactions that exceeds \$50,000 must be signed by at least two of the following Authorized Officers: Raju Mann, President & Chief Executive Officer, Abigail Goldenberg, General Counsel, Pamela Frederick, Chief Financial Officer/Treasurer, and Eric Munson, Chief Operating Officer. This authorization shall include, but not be limited to, execution of documentation in connection with financial and banking transactions, requisitions of monies, signing of checks, vouchers, requisitions and other instruments made by the Authority or to which the Authority may be a party; and be it further

RESOLVED, that any and all actions taken by any of the Authorized Officers in connection with the above transactions, actions or filings are hereby ratified, confirmed and approved; and be it further

RESOLVED, that the Assistant Corporate Secretary of the Authority be, and hereby is, directed to file this resolution with the minutes of this meeting.

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The next item on the agenda, presented by Ms. Goldenberg, was an approval to extend the term of the Pre-Qualified Panel for Real Estate Advisory Services.

Ms. Goldenberg explained that in March of 2019, the Board approved a prequalified panel of professionals to assist us in our portfolio of real estate assets. That panel was for a term of up to five years and expires at the end of March of this year. The Legal department is excitedly crafting a new RFP to go to market and expand as much as we can our portfolio of prequalified experts to support us, and we anticipate that being advertised shortly. In the interim, to keep consistency of services and dovetail the old panel with the new panel, which we will present to you shortly, we're asking to extend the existing prequalified panel for a period of six months.

Upon a motion made by Ms. Gallo and seconded by Ms. McVay Hughes, the following resolution was unanimously adopted.

**APPROVAL OF TERM EXTENSION FOR PRE-QUALIFIED PANEL FOR REAL ESTATE ADVISORY SERVICES**

BE IT RESOLVED, that in accordance with the materials submitted at this Board meeting, the term of the approval of the panel of prequalified real estate advisory firms described in Appendix A (collectively, the "Firms") is hereby extended for a period six (6) months through September 25, 2024 and the President and Chief Executive Officer (the "President") of the Battery Park City Authority or his/her designee(s) be, and each of them hereby is, authorized and empowered to enter into or extend agreements (the "Agreements") with the Firms on an as needed basis, in accordance with the requirements of the Authority's Pre-Qualified Vendor Policy; and be it further

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

RESOLVED, that the President or his/her 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 and further actions heretofore taken are hereby ratified, and any actions hereafter taken are confirmed and approved.

### **APPENDIX A** **Real Estate Consultant Services**

- 1) CBRE
- 2) HR&A Advisors
- 3) Infrastructure Advisors
- 4) Washington Square Advisors
- 5) Savills

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The next item on the agenda, presented by Mr. Munson, was the Approval of the Proposed 2024 Procurement Guidelines and Acceptance of 2023 Procurement Report.

Mr. Munson began by explaining this requirement stems from a Public Authority's Law requirement that we present for your approval the guidelines that govern our procurement activities for the year, as well as a report of the prior fiscal year's procurement activities. The guidelines can be amended at any time by management over the course of the year, but each year we take this opportunity to revisit it, make sure that it comports with best practices, with applicable law, and with the guidelines of other entities that procure in New York State. As always, our goal is to be able to purchase the goods and services that we need efficiently while at the same time assuring a competitive and fair process for all of our procurements. The guidelines being presented are substantially similar to the ones presented last year. There were some syntax and other minor language changes. One notable change he mentioned was that the small dollar maintenance contracts will longer be exempt from Board approval. In the interest of expediency, those items will be coupled into a sort of general approval calendar, so that we can do so efficiently in the meetings, but we don't believe that we can fully exempt them from the requirements going forward.

Mr. Capoccia asked what was considered a small dollar amount. Mr. Munson explained now we would require any procurement that extends over a year to be brought to the Board if it's in excess of \$5,000.00.

Mr. Munson then went on to thank the Procurement Department, Robert, Emily, Shinay, Mike, and Jennifer with oversight from Jahmeliah, as well as everyone at the Authority for their hard work completing 175 procurements last year valued at over \$161 million, so a really tremendous effort. And most importantly, he gave a special shoutout to our Chief Contracting Officer, Robert Nesmith, who, after nearly 11 years with the Authority, and 30 years in public service, was retiring at the end of business today. Robert has been a steadfast member of the team lending his considerable knowledge to State procurement practices, as well as sort of a genuine desire to help his colleagues day in and day out, and just on a personal note, he's an incredibly kind person who I know that many of my colleagues and I will miss dearly over the year ahead. He has lots to be proud of given the fact that he's had his hand in literally everything that we've bought over the past 11 years. So many, many thanks to you, Robert.

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

**APPROVAL OF 2024 PROCUREMENT GUIDELINES, ACCEPTANCE OF THE PROCUREMENT REPORT FOR FY2023, AND AUTHORIZATION TO FILE SAME**

BE IT RESOLVED, that the 2024 Procurement Guidelines and the Procurement Report for the fiscal year ended October 31, 2023, in the form presented at this meeting, be, and hereby are accepted and approved; and be it further

RESOLVED, that the Chief Financial Officer of the Authority be, and hereby is, directed to file said Procurement Guidelines and Procurement Report, subject to such changes as the officer or officers filing the Procurement Guidelines or Procurement Report shall, with the advice of counsel, approve as necessary and appropriate and in the best interest of the Authority, with the New York State Division of the Budget and copies thereof with the New York State Department of Audit and Control, the Chairman and ranking Minority Member of the New York State Senate Finance Committee and the Chairman and ranking Minority Member of the New York State Assembly Ways and Means Committee, as required by Section 2879 of the Public Authorities Law; and be it further

RESOLVED, that any and all actions taken by any officer of the Authority in connection with the preparation of such policies and procedures is hereby ratified, confirmed and approved; and be it further

RESOLVED, that the Assistant Corporate Secretary of the Authority be, and hereby is, directed to file the Authority's Procurement Guidelines and Procurement Report with the Minutes of this meeting.

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The next item on the agenda, presented by Ms. Dawson, was an approval of the proposed first amendment for the progressive design-build contract for the North/West Battery Park City Resiliency Project between Battery Park City Authority and the joint venture of Turner and EE Cruz, dated November 2, 2022 (the "PDB Contract").

Ms. Dawson reminded the Members that the Authority was undertaking this project as a Progressive Design Build (“PDB”) project, and it was the first PDB effort as an Authority. The PDB team retained by the Authority is being led by Turner Construction and E.E. Cruz Construction with design efforts headed by Arcadis Engineering. The PDB process for the Northwest project is divided into two phases. Phase one is the design phase.

The Authority entered into a contract with the PDB team in November of 2022 to perform phase one design services for the project. That process has been underway for more than a year, and certain changes to the contract were required to cover the phase one design services for the project. Dawson presented slides showing the areas of the project and noted that there were several design challenges, including four in particular that were to be discussed. One was the need for a permanent pumping station to address interior drainage, the second was coordination with the Port Authority Path Tunnels under Reach 5, third was the alignment challenges encountered in Tribeca and along the Route 9A highway alignment, and the fourth was the Esplanade north of Stuyvesant and the permitting and property ownership matters we've had to deal with there.

The first design issue, Ms. Dawson explained, was the requirement to add a permanent pumping station to mitigate “ponding” and to keep flooding to a level below one foot in depth in order to achieve FEMA certification. She explained the Authority had been working directly with the New York City Department of Environmental Protection (“DEP”) because they were responsible for operating the interior drainage components of all of these projects. In order to address the volume of residual flooding, it was determined a permanent pump station was necessary to take the excess water accumulation and pump it out into the river during events where that was needed.

The second design issue, Ms. Dawson stated, was resolving the coordination with the Port Authority Path tunnels. The Path tunnels pass directly under the Esplanade, the Waterfront Plaza, all the way over to West Street, and there are also additional utilities and easements associated with river water intake on the left side. So, in order to get a continuous flood barrier system at this location, the design team has had to be extraordinarily creative as well as collaborative with Port Authority and the other entities and stakeholders that are implicated here. A “bridging structure,” must be installed and constructed to go over the path tunnels and not create any additional weight on top of those Path tunnels, or to in anyway risk threatening the integrity of those tunnels. In addition to the bridging structures astride the path tunnels, there are supportive structural piles we have to be aware of so as not to put at risk the structural integrity of the relieving platform.

The third design issue Ms. Dawson explained was the Tribeca/Route 9A alignment. The design flood elevation is particularly high here given the proximity to the water, the tides, and a lot of the tidal coastal complexities. That created the need for a 9-1/2’ to 10’ tall barrier wall along Route 9A that was objectionable to a number of the stakeholders involved, who raised concerns about sight lines and visibility alongside Route 9A for pedestrians, cyclists, for motorists. Several different options were tried to address some of these concerns. One was putting a portion of the alignment in the median, in the middle, but that really did not solve the concerns because it was still a very high barrier. So in order to address the concerns is the current alignment, westward along North Moore, and then southward, the barrier system stays on the east side of Route 9A and parallels the wall of the Borough of Manhattan Community College, goes southward, crosses

Harrison Street, and continues south to a crossing which is significantly further south than the original design thereby creating a less significant barriers at the roadway and at the park.

The fourth and final design issue, for this amendment, was the North Esplanade, and related permitting and property ownership challenges. The North Esplanade really forms the boundary between Battery Park City and Hudson River Park. In terms of design, we created a flood barrier line that runs parallel to Stuyvesant High School that runs along the building's edge, but creates an additional space requirement. Also, because of how it was originally constructed with the building, the relieving platform here will need to be rebuilt and raised. In order to achieve adaptability and also create space for pedestrian circulation in this location the design team has determined that an extension of six feet of this Esplanade is necessary to achieve the project goals. This would be a cantilevered type of extension, it would not extend into the water, but would extend over the water. Nevertheless, it constitutes an encroachment into the space that's owned and controlled by Hudson River Park Trust. So, we have gone to great lengths to coordinate with both the State Department of Environmental Conservation, which is in charge of permitting these types of projects in the water, and with Hudson River Park Trust to coordinate how best to address the property encroachment here. And we've really tried out a lot of different alignments, a lot of different configurations here, some of which have extended the Esplanade much further than six feet, and ultimately concluded that this is sort of the bare minimum of what we need to do in order to achieve the project goals.

Ms. McVay Hughes asked if there was a backup generator that's part of the planning for the pump station, since the power went out for a lot of downtown during Sandy. Ms. Dawson stated, yes. Ms. McVay Hughes also noted that, with the new panel for climate change that just came out for New York, it's going to be hotter and more intense rain, so this pump station is really needed more than ever. Ms. Dawson responded that was reflective of some of the things that have happened since we started with our projects is that there's been a lot more that we've learned about these rainfall events, and although we don't know exactly how DEP will operate this, and in what matter, it will give the opportunity to engage this pump station for those kinds of rainfall events, separate and apart from a storm surge event.

Mr. Capoccia noted, for the record, if the Board approved this item, the PDB team should be advised that any additional work on these items that may be dictated by MTA or DEP or Port Authority is on them. MTA is notorious for coming back after the original design saying you know what, we're thinking you should add this and that. The only way you can control that is with the design team. Cappoccia stated that if we were going to approve this item, that would be one of the caveats.

The Members were requested to authorize an amendment to: (a) authorize the Additional Phase 1 Services associated with both the permanent pump station and the expanded 60% design effort; (b) provide for an associated \$26,692,689 increase in the Phase 1 Not-to Exceed Amount, resulting in a total Phase 1 Not-to-Exceed Amount of \$108,460,993; and (c) extend the Phase 1 Services schedule to account for the Additional Phase 1 Services associated with both the permanent pump station and the expanded 60% design effort. The Members' approval of this action will be conditioned upon the City of New York's approval of BPCA's request to increase

its capital spending authorization for the North/West BPC Resiliency Project as a result of increased Project costs that include the items that are the subject of the Proposed Amendment.

Upon a motion made by Ms. Gallo and seconded by Ms. McVay Hughes, the following resolution was unanimously adopted.

**APPROVAL TO AMEND AGREEMENT WITH TURNER EE CRUZ A JV FOR PROGRESSIVE DESIGN-BUILD SERVICES FOR THE NORTH/WEST BPC RESILIENCY PROJECT**

BE IT RESOLVED, that in accordance with the materials submitted at this Board meeting, and upon approval of the City of New York of the Battery Park City Authority's request to increase its capital spending authorization in connection with the North/West BPC Resiliency Project, the President & Chief Executive Officer ("CEO") of the Battery Park City Authority or his/her designee(s) be, and each of them hereby is, authorized and empowered to amend that certain agreement with Turner EE Cruz a JV for Progressive Design-Build Services for the North/West BPC Resiliency Project in order to: (a) authorize the Additional Phase 1 Services associated with both the permanent pump station and the expanded 60% design effort; (b) provide for an associated \$26,692,689 increase in the Phase 1 Not-to Exceed Amount, resulting in a total Phase 1 Not-to-Exceed Amount of \$108,460,993; and (c) extend the Phase 1 Services schedule to account for the Additional Phase 1 Services associated with both the permanent pump station and the expanded 60% design effort, scheduled to run through January 31, 2026 and be it further

RESOLVED, that the CEO or his/her designee(s), and each of them hereby is, authorized and empowered to execute and deliver the amendment on behalf of the Authority, subject to such changes as the officer or officers executing the amendment shall, with the advice of counsel, approve as necessary and appropriate and in the best interest of the Authority, such approval to be conclusive evidence by the execution and delivery of the amendment; and be it further

RESOLVED, that the CEO or his/her 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 and further actions heretofore taken are hereby ratified, and any actions hereafter taken are confirmed and approved.

\* \* \*

The next item on the agenda, presented by Ms. Dawson, was the authorization to amend a contract with the Posillico/Bove Joint Venture ("PBJV") for the South Battery Park City Resiliency Project: Wagner Park/Museum of Jewish Heritage Site Work Construction Project and the authorization to amend a contract with E.W. Howell Co., LLC ("E.W. Howell") for the South Battery Park City Resiliency Project: Wagner Park Pavilion Construction Project. Both were for increases to the Field Order Allowance.

Ms. Dawson began by stating the Authority entered into three separate construction contracts for the construction of the South Battery Park City Resiliency Project. The first two,

which commenced construction the earliest, were entered into with E.W. Howell in November 2022 for construction of the new Wagner Park Pavilion and with Posillico-Bove Joint Venture in January 2023 for the construction of the site work at Wagner Park and adjacent the Museum of Jewish Heritage. Construction of the project began in earnest in early 2023 and is slated for a substantial completing in the spring of 2025.

Both the Posillico-Bove and E.W. Howell contracts included field change order allowances (\$3 million in the case of the Posillico-Bove contract and \$2 million in the case of the E.W. Howell contract) to cover potential change orders or work orders up to the value of the allowance without the need to obtain additional Board approval as would typically be required for any changes that individually or cumulatively exceeded \$500,000.00. The change orders would of course still be subject to the rigorous internal review and approval process applicable to all contract changes. Project contingencies at 10% for construction, 5% for design, and 3% for owner contingency are available to cover the cost of project change orders. It was anticipated that once the contracts field change allowances were nearing depletion, or projected to be depleted, the real property department would return to the Board for approval of any increase in the field change allowances projected to be necessary.

The Posillico-Bove contract original field change order allowance was \$3 million. At this point in the project, approved and proposed work orders for the contract totaled \$3,687,635.00 including some proposals that have not yet been negotiated or approved, with the potential for additional work order submittals prior to project completion according to the project's construction manager, LiRo. As a result, the real property department requests that the Board approve an increase in the Posillico-Bove contract of \$3 million from \$74,653,200.00 to \$77,653,200.00.

The E.W. Howell contract original field change order allowance was \$2 million. At this point in the project, approved and proposed change orders are still slightly less than \$2 million, but Ms. Dawson advised that there's likely going to be more that will cause us to exceed the value of the current allowance. As a result, the request was to increase the field change allowance for the E.W. Howell contract by \$1.5 million from \$2 million to \$3.5 million, which would result in an increase to the contract value of the same \$1.5 million increasing it from \$68,813,459.00 to \$70,313,459.00.

Mr. Cappoccia stated that the Board's approval would be contingent upon the contractor not charging us any additional amount for the change in concrete color.

Ms. Dawson wanted to recognize Angela, the Assistant Vice President of Construction, since she has been so heavily involved in this.

Upon a motion made by Mr. Bevilacqua and seconded by Ms. Gallo, the following resolution was unanimously adopted.

**AUTHORIZATION TO AMEND THE AGREEMENT WITH POSILLICO/BOVE JOINT VENTURE ("PBJV") FOR THE SOUTH BATTERY PARK CITY RESILIENCY PROJECT: WAGNER PARK / MUSEUM OF JEWISH HERITAGE SITE WORK CONSTRUCTION (THE "PROJECT")**

BE IT RESOLVED, that in accordance with the materials submitted at this Board meeting, the President and Chief Executive Officer (the “President”) of the Battery Park City Authority (the “Authority”) or his/her designee(s) be, and each of them hereby is, authorized and empowered to amend the PBJV Contract – to a) increase the Contract’s Field Order Allowance current value by a not-to-exceed amount of \$3,000,000, from the not-to-exceed amount of \$3,000,000.00 to the not-to-exceed amount of \$6,000,000; and, b) increase the total value of the Contract from \$74,653,200 to \$77,653,200, in order to cover future approved Work Orders; and, be it further

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

RESOLVED, that the President or his/her 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 and further actions heretofore taken are hereby ratified, and any actions hereafter taken are confirmed and approved.

**EXHIBIT A**

**LIST OF APPROVED AND PROPOSED  
PBJV WORK ORDERS**

| <b>Work<br/>Order<br/>List</b> | <b>Amount</b> | <b>Status</b> | <b>Description</b>                                                        |
|--------------------------------|---------------|---------------|---------------------------------------------------------------------------|
| 1                              | \$0           | Approved      | Addition of MJH to PBJV's insurance policy                                |
| 2                              | \$160,658     | Approved      | Required additional tree removals                                         |
| 4                              | \$113,051     | Approved      | Enhanced internal vibration monitoring program<br>(baseline period)       |
| 5                              | \$23,939      | Approved      | Required additional tree irrigation                                       |
| 6                              | \$75,820      | Approved      | Additional security guard                                                 |
| 7                              | \$17,364      | Approved      | Required additional soil permeability testing                             |
|                                |               |               |                                                                           |
| 3                              | \$331,660     | Proposed      | Required relocation of Con Edison gas utility                             |
| 8                              | \$25,000      | Proposed      | Additional tree installations                                             |
| 9                              | \$50,000      | Proposed      | Regulatory changes (NYC Department of<br>Environmental Protection)        |
| 10                             | \$25,000      | Proposed      | Changes to agency requirements (NY State Historic<br>Preservation Office) |
| 11                             | \$32,252      | Proposed      | Stop work directive for sheet pile installation                           |
| 12                             | \$47,604      | Proposed      | Modification to sheet pile installation procedure                         |
| 13                             | \$26,967      | Proposed      | Additional MJH waterproofing                                              |
| 14                             | \$8,320       | Proposed      | Relieving platform joint repair                                           |
| 15                             | \$500,000     | Proposed      | Enhanced internal vibration monitoring program<br>(construction period)   |
| 16                             | \$350,000     | Proposed      | Replacement of deteriorated sea railing                                   |
| 17                             | \$1,200,000   | Proposed      | Partial floodwall re-design                                               |
| 18                             | \$1,500,000   | Proposed      | Reconfiguration and expansion of Wagner Park Lawn                         |
| 19                             | \$400,000     | Proposed      | Replacement of MJH security camera system                                 |
| 20                             | -\$1,200,000  | Proposed      | Credit for removal of on-site waterfront operations                       |

**AUTHORIZATION TO AMEND THE AGREEMENT WITH E.W. HOWELL CO., LLC  
("E.W. HOWELL") FOR THE SOUTH BATTERY PARK CITY RESILIENCY  
PROJECT: WAGNER PARK PAVILION CONSTRUCTION (THE "PROJECT")**

BE IT RESOLVED, that in accordance with the materials submitted at this Board meeting, the President, and Chief Executive Officer (the "President") of the Battery Park City Authority (the "Authority") or his/her designee(s) be, and each of them hereby is, authorized and empowered to amend the E.W. Howell Contract to a) increase the Contract's Field Order Allowance current value by a not-to-exceed amount of \$1,500,000, from the not-to-exceed amount of \$2,000,000.00 to the not-to-exceed amount of \$3,500,000 to cover future approved Work Orders; and b) increase the total value of the Contract from \$68,813,459 to \$70,313,459; and, be it further

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

RESOLVED, that the President or his/her 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 and further actions heretofore taken are hereby ratified, and any actions hereafter taken are confirmed and approved.

**EXHIBIT A**  
**LIST OF APPROVED AND PROPOSED**  
**PBJV WORK ORDERS**

| <b>Work Order<br/>List</b> | <b>Amount</b> | <b>Status</b> |
|----------------------------|---------------|---------------|
| 1                          | \$25,841.14   | Approved      |
| 2                          | \$39,678.26   | Approved      |
| 3                          | \$58,924.04   | Approved      |
| 4                          | \$10,445.96   | Approved      |
| 5                          | \$11,487.40   | Approved      |
| 6                          | \$10,989.21   | Approved      |
| 7                          | \$45,743.44   | Approved      |
|                            |               |               |
| 8                          | \$683,807.00  | Pending       |
| 9                          | \$295,977.00  | Pending       |
| 10                         | \$9,931.00    | Pending       |
| 11                         | \$275,407.69  | Pending       |
| 12                         | \$115,585.16  | Pending       |
| 13                         | \$10,253.04   | Pending       |
| 14                         | \$0.00        | Pending       |
| 15                         | \$70,000.00   | Pending       |
| 16                         | \$10,000.00   | Pending       |
| 17                         | \$25,000.00   | Pending       |
| 18                         | \$15,126.48   | Pending       |
| 19                         | \$30,000.00   | Pending       |

\* \* \*

The next item on the agenda, presented by Ms. Dawson, was the approval of the panel of Pre-Qualified General Contractors (“Pre-Qualified GCs”).

Ms. Dawson stated that the last approval for a general contractor panel occurred in 2019 for what is our current general contractor panel. That panel was approved and the authorization for that panel was extended by the Board last March through January 29, 2024. A new RFP for a new panel of prequalified general contractors was issued and in November proposals were received from five firms that ultimately were considered to be qualified to serve on the prequalified panel. They were rated according to prescribed criteria. One of them is a WBE, one is a SDVOB, and one is an MBE. As a result, the Board was asked to approve the new prequalified general contractor panel that would include Debra Bradley Construction, D'Onofrio General Contractors Corp., Greenway USA, LLC, SLS Co. LP, and Triton Elite Joint. In addition, the Members were asked

to approve the current general contractor panel, which includes Debra Bradley, D'Onofrio, Greenway, and Stalco Construction, be extended through September of 2024 in order to cover any gap between those contracts and the institution of new contracts and to allow for completion of work that's already been assigned or started.

Mr. Capoccia asked how much these on-call contractors are approved for without competitively bidding. Ms. Dawson explained that generally we ask for a bid on pretty much everything, unless it's something that's an emergency that we have to do quickly, or if it's a super small item we will generally ask for more than one bid on each of those so that we can evaluate them. And we have criteria in the prequalified policy as to the pricing, the qualifications, how much work has been assigned to them and their staffing and schedule and things like that. Ms. Dawson also clarified that the Board approves the amount that can be expended on the prequalified panel each fiscal year during its budget approval.

Upon a motion made by Ms. Gallo and seconded by Mr. Petracca, the following resolution was unanimously adopted:

#### **APPROVAL OF PRE-QUALIFIED GENERAL CONTRACTORS PANEL**

BE IT RESOLVED, that in accordance with the materials submitted at this Board meeting, the President and Chief Executive Officer (the "President") of the Battery Park City Authority (the "Authority") or his/her designee(s) be, and each of them hereby is, authorized and empowered to approve the following list of Pre-Qualified General Contractors, for a period of three (3) years – with the option on the part of the Authority to authorize up to two (2) one (1)-year extensions – during which time the Authority will enter into General Contractor Job Order Contracts with, and assign work to, the following Pre-Qualified General Contractors on an as-needed basis, in accordance with the requirements of the Authority's Pre-Qualified Vendor Policy:

- Deborah Bradley Construction & Management Services, Inc. ("DBC");
- D'Onofrio General Contractors Corp. ("DGCC");
- Greenway USA, LLC ("Greenway");
- SLSCO LP; and,
- Triton - Elite Joint Venture; and be it further

RESOLVED, that the prior approval of the existing panel of Pre-Qualified General Contractors named below is extended by eight (8) additional months, through September 29, 2024 – during which time such existing panel may perform and complete job order work in accordance with the requirements of the Pre-Qualified Vendor Policy:

- DBC;
- DGCC;
- Greenway; and,
- Stalco Construction, Inc.; and be it further

RESOLVED, that the President or his/her designee(s), and each of them hereby is, authorized and empowered to execute and deliver the Contract on behalf of the Authority, subject to such changes as the officer or officers executing the Contract shall, with the advice of counsel, approve as

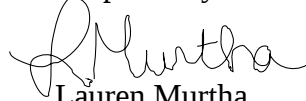
necessary and appropriate and in the best interest of the Authority, such approval to be conclusive evidence by the execution and delivery of the Contract; and be it further

RESOLVED, that the President or his/her 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 and further actions heretofore taken are hereby ratified, and any actions hereafter taken are confirmed and approved.

\* \* \*

There being no further business, upon a motion made by Mr. Petracca and seconded by Ms. McVay Hughes, the Members unanimously voted to adjourn the meeting. The meeting thereupon adjourned at 3:32 p.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "L. Murtha", written in a cursive style.

Lauren Murtha

Assistant Corporate Secretary

**Public Comment**  
**November 29, 2023**

**Pat Smith:** Thank you, Eric. Happy New Year everyone. On behalf of the more than 5,000 homeowners in Battery Park City, the Battery Park City Homeowner's Coalition welcomes Raju Mann to our community. We congratulate him on his appointment as President of the Battery Park City Authority, and we look forward to working with him. We thank and commend him for his willingness to meet with us, and for his expressed openness to work with us to improve the quality of life for homeowners in Battery Park City, the most highly taxed homeowners in New York. We already have discussed with President Mann important issues such as security after a young homeless man was found dead on a park bench after sitting there for at least 16 hours. Sixteen hours. We also have discussed the plight of condo buildings, which face substantial fines if they are unable to meet the energy efficiency goals set by New York City, and of course we have discussed the fundamental issue of crippling ground rents. President Mann faces many challenges, but we are confident we can work together to address them. Thank you.



# Battery Park City Authority

## INVESTMENT GUIDELINES & REPORT

### FISCAL YEAR ENDED

OCTOBER 31, 2023

January 2024

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## **1. OVERVIEW OF INVESTMENT GUIDELINES**

### **1.1. Definitions**

“Authority” means the Battery Park City Authority, a corporate municipal instrumentality of the State of New York, established pursuant to the Act.

“Act” shall mean the Battery Park City Authority Act, Title 12 of Article 8 of the Public Authorities Law, constituting Chapter 43-a of the Consolidated Laws of the State of New York, as added by Chapter 343 of the Laws of 1968, as amended.

“Board” means the Members of the Battery Park City Authority Board of Directors.

“Investment Funds” means monies and financial resources available for investment by the Authority.

“Investment Securities” means any or all investment obligations.

“Rating Agencies” means Standard & Poor’s Corporation, Moody’s Investor Service, and Fitch Ratings.

“State” means the State of New York.

### **1.2. Purpose and Scope**

The purpose of these guidelines (“Guidelines” or “Investment Guidelines”) is to establish the parameters, responsibilities, and controls for the investment and management of Investment Funds. These Guidelines have been adopted by, and can be changed only by, the Board.

These Guidelines will govern the investment and reinvestment of Investment Funds and the sale and liquidation of Investment Securities, as well as the monitoring, maintenance, accounting, reporting, and internal controls by and of the Authority with respect to such investment and reinvestment of Investment Funds and sale and liquidation of Investment Securities.

The guidance set forth herein is to be strictly followed by all those responsible for any aspect of the management or administration of Investment Funds.

### **1.3 Compliance**

Section 2925 (6) of the State Public Authorities Law requires the Authority to annually prepare and approve an investment report which describes the Authority’s Investment Guidelines and any amendments to the Guidelines, investment policies and procedures, the results of the annual independent audit, the Authority’s investment income and a list of the fees associated with those investments, as well as commissions or other charges paid to each investment banker, broker, agent, dealer and advisor. Such report is attached hereto as **Appendix B: Investment Report FYE October 31, 2023.**

### **1.4. Roles and Responsibilities**

It shall be the responsibility of the Chief Financial Officer to ensure that all investments and investment practices meet or exceed all statutes and guidelines governing the investment of public funds in New York and the guidelines established by the State Comptroller’s Office and the Governmental Accounting Standards Board (GASB). The Deputy Treasurer, acting on behalf of the Board as custodian of the Investment Policy, is responsible for ensuring that all aspects of the investment management program are

executed in a manner consistent with the Guidelines. A description of operating controls is attached as Appendix A to these Guidelines.

An investment committee (“Investment Committee”) will be appointed by the Board to develop and execute investment strategy for the Authority’s Investment Funds. If the Board is not fully constituted, the entire Board may meet in lieu of the Investment Committee. The Investment Committee may consult with a qualified investment advisor/manager while fulfilling its responsibilities.

The Authority’s external auditor will conduct an annual audit of the investment management activity to ensure compliance with the Investment Guidelines by Treasury and the external investment manager, if any. The findings of the audit shall be formally documented and submitted annually to the Chief Financial Officer and the Board.

### **1.5. Standard of Prudence**

The standard of prudence to be applied to the investment of the Authority’s Investment Funds shall be the “Prudent Person Rule” that states:

*“Investments shall be made with the judgment and care, under circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the management of their own affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.”*

Authorized Authority officials and employees involved in the investment process who (i) act in accordance with the laws of the State, these Guidelines, and any other written procedures pertaining to the administration and management of the Investment Funds, and (ii) exercise the proper due diligence, shall be relieved of personal responsibility for an individual security’s credit risk or market price changes, provided that any negative deviations are reported in a timely fashion to the Chief Financial Officer or another authorized official and that reasonable and prudent action is taken to control and prevent any further adverse developments.

### **1.6. Conflict of Interest**

Authority Officers and employees involved in the investment process (“Investment Officials”) shall refrain from personal business activity that could conflict with the proper execution and management of the investment program, or that could impair their ability to make impartial decisions. Investment Officials shall not:

1. accept any money, loan, gift, favor, service, or business or professional opportunity that could influence them in the performance of their official duties;
2. accept any business or professional opportunity when they know there is a reasonable likelihood that the opportunity is being afforded to influence them in the performance of their official duties;
3. enter any personal investment transactions with the same individual with whom business is conducted on behalf of the Authority; or,
4. disclose or use confidential information that is not generally available to the public for their own or another person’s financial benefit.

### **1.7. Review, Amendments, Updates and Revisions**

The Deputy Treasurer and the Chief Financial Officer will review the Guidelines on an annual basis, or as

required, to ensure continued effectiveness of the Investment Guidelines. The Guidelines shall be submitted to the Board annually for review and approval. Modifications to the Investment Guidelines may be required as business needs and requirements change. Any amendments must be reviewed and approved by the Chief Financial Officer and submitted to the Board for final approval. After any modifications to the Investment Guidelines, revised Guidelines must be distributed to Authority personnel on the approved distribution list as well as any external investment advisor/manager and financial institutions.

### **1.8 Diversity – MBE/WBE Participation**

It is the Authority's standard practice to reach out to MBE/WBE brokers/dealers to provide them opportunities to trade for Investment Securities. The Authority required that thirty percentage (30%) of annual costs under the 2020 investment advisory services agreement be allocated to a certified MBE/WBE firm.

### **1.9 Oversight – Investment Committee**

An Investment Committee was established to formalize oversight of the Authority's investment portfolio with the charter below. If the Board is not fully constituted, the entire Board may meet in lieu of the Investment Committee.

## **BATTERY PARK CITY AUTHORITY INVESTMENT COMMITTEE CHARTER**

### **PURPOSE & FORMATION**

Pursuant to Article IV, Section 3 of the Authority's bylaws (the "Bylaws"), the purpose of the Investment Committee is to assist the Board in fulfilling its oversight responsibilities by establishing the Authority's investment policies and overseeing its investments.

### **COMPOSITION**

Pursuant to Article IV, Section 3 of the Bylaws, the Investment Committee shall consist of at least three (3) members who shall be appointed by the Chairperson of the Board of Directors ("Board Chair"), one of whom shall be appointed as Chairperson of the committee ("Investment Committee Chair"). The Board Chair shall be an additional non-voting member of the Investment Committee, provided that if there shall be any vacancy or vacancies in the whole number of the Members as prescribed by law, the Chair may serve as a voting member of the Investment Committee. Each member of the Investment Committee shall be an "independent member," as defined in Public Authorities Law § 2825(2). Members of the Investment Committee shall possess the necessary skills to understand the duties and functions of the Investment Committee and shall be familiar with general investment policies and best practices.

### **DUTIES OF THE INVESTMENT COMMITTEE**

The Investment Committee's duties and responsibilities are set forth in the Bylaws. Whenever the Investment Committee acts, it exercises its independent judgment on an informed basis that the action is in the best interests of BPCA. In doing so, the Investment Committee may rely to a significant extent on information and advice provided by management and independent advisors.

The Investment Committee has the authority, including but not limited, to:

- Approve the investment and risk limits for the investment portfolio.

- Review the investment policies for the Authority, including, where applicable, asset classes, liquidity, the use of debt, and risk management.
- Approve the annual investment program.
- Authorize investments and ratify investments made by delegated authorities.
- Review the investment performance of BPCA's accounts and funds, including benchmarks and attribution.
- Review the organization and staffing of the investment management advisory function.
- Review the quality of the investment services provided to the Authority, such as: a) overseeing the business and investment strategy, b) evaluating investment performance benchmarks and attribution, and c) reviewing costs, pricing, and profitability.

## **MEETINGS**

The Investment Committee shall meet four (4) times a year or more frequently, as may be necessary and appropriate to carry out its responsibilities. The Investment Committee may ask members of management or others to attend the meetings and provide pertinent information as appropriate. Meetings may be in person or by video conference, if necessary.

In addition, the Investment Committee:

- Shall act only on the affirmative vote of a majority of the members present at a meeting.
- Is expected to maintain free and open communication with management and the Board.
- Shall have authority to retain independent legal, accounting, or other advisors if determined appropriate, in its sole judgment, provided such consultants are approved by the full Board.
- Submit the minutes of all Investment Committee meetings to the Board and regularly report to the Board on Investment Committee matters, actions taken and issues discussed at its meetings.
- Review and reassess the adequacy of this Charter annually and propose to the Board any changes.
- The Investment Committee shall evaluate its performance annually and report its conclusions to the Board.

## **2. INVESTMENT MANAGEMENT OBJECTIVES**

### **2.1. Investment Objectives**

The Authority's Investment Funds shall be managed to accomplish the following hierarchy of objectives:

1. **Legality** – The Authority shall comply with all investment guidelines required for public authorities in the State with regards to general investment practices and the management of public funds.
2. **Safety** – Next to legality, safety of principal is the foremost objective of the investment program. Investments of the Authority shall be undertaken in a manner that seeks to ensure the preservation

of capital in the overall portfolio.

3. **Liquidity** – The portfolio shall be managed in such a manner that assures that funds are available as needed to meet those immediate and/or future operating requirements of the Authority, including but not limited to payroll, accounts payable, capital projects, debt service and any other payments.
4. **Return** – The Authority’s portfolio shall be managed in such a fashion as to maximize the return on all investments (up to the “arbitrage allowance” in bond funds) within the context and parameters set forth by the investment objectives stated above.

## 2.2. Authorized Investment Securities

The investment of Authority funds is limited by the law creating the Authority to “obligations of the State or of the United States of America or obligations the principal of and interest on which are guaranteed by the State or the United States of America” or any other obligations in which the Comptroller of the State of New York (the “Comptroller”) is authorized to invest pursuant to Section 98 (Investment of state funds) of the State Finance Law. As effective on November 20, 2015, the Act allows any monies of the Authority, including the proceeds of bonds or notes, not required for immediate use, at the discretion of the Authority to be invested in obligations of the State, the U.S. Government and its agencies, or in any other obligations in which the Comptroller is authorized to invest pursuant to Section 98 of the State Finance Law. The 2003 General Bond Resolution and the 2009 and 2013 Revenue Bond Resolutions allow all investments alternatives included in the Act, as follows:

1. Bonds and notes of the United States.
2. Bonds and notes of this State.
  - 2-a. General obligation bonds and notes of any state other than this State, provided that such bonds and notes receive the highest rating of at least one independent rating agency designated by the Comptroller.
3. Obligations for the payment of which the faith and credit of the United States or of this State are pledged.
  - 3-a. Notes, bonds, debentures, mortgages and other evidences of indebtedness of the United States Postal Service; the federal national mortgage association; federal home loan mortgage corporation; student loan marketing association; federal farm credit system or any other United States government sponsored agency, provided that at the time of the investment such agency or its obligations are rated and the agency receives, or its obligations receive, the highest rating of all independent rating agencies that rate such agency or its obligations, provided, however, that no more than five hundred million dollars may be invested in the obligations of any one agency.
4. Judgments or awards of the court of claims of this State.
5. Stocks, bonds, or notes of any county, town, city, village, fire district or school district of this State issued pursuant to law.
6. Mortgage bonds or any obligations for the payment of money, no matter how designated, secured by another instrument representing a lien on specific real property or a leasehold thereof, heretofore or hereafter and at the time of the assignment thereof to the Comptroller insured by the federal housing administrator or any of his successors in office and guaranteed by the United States under

the provisions of the national housing act, as amended or supplemented. Any such mortgage bonds or obligations as aforesaid in which the Comptroller has invested or shall have invested pursuant to this subdivision shall be serviced by the Comptroller or in his discretion, by mortgagees, as such are defined by the national housing act, as amended or supplemented, duly appointed by him and subject to the inspection and supervision of some governmental agency. The Comptroller may receive and hold such debentures and certificates or other obligations as are issued in payment of such insurance or guarantee.

7. Bonds and notes of the Savings and Loan Bank of the State of New York.
8. Bonds or notes of any housing authority of this State duly issued pursuant to law.
9. Bonds or notes of any regulating district of this State duly issued pursuant to law.
10. Bonds or notes of any drainage improvement district of this State duly issued pursuant to law.
11. Bonds or notes of the authorities or commissions set forth below when issued pursuant to law:
  - a. Port of New York Authority.
  - b. Niagara Frontier Authority.
  - c. Triborough bridge and tunnel authority.
  - d. Thousand Islands Bridge Authority.
  - e. New York State Bridge Authority.
  - f. New York City Tunnel Authority.
  - g. Lake Champlain Bridge Commission.
  - h. Lower Hudson Regional Market Authority.
  - i. Albany Regional Market Authority.
  - j. *Repealed*.
  - k. American Museum of Natural History Planetarium Authority.
  - l. Industrial Exhibit Authority.
  - m. Buffalo Sewer Authority.
  - n. Whiteface Mountain Authority. (see footnote 2, Repealed)
  - o. Pelham-Portchester Parkway Authority.
  - p. Jones Beach State Parkway Authority.
  - q. Bethpage Park Authority.
  - r. Dormitory Authority.
  - s. Central New York Regional Market Authority.
  - t. Erie County Water Authority.
  - u. Suffolk County Water Authority.
  - v. New York State Thruway Authority.
  - w. Genesee Valley Regional Market Authority.
  - x. Onondaga county water authority.
  - y. Power Authority of the state of New York.
  - z. Ogdensburg Bridge and Port Authority.
  - aa. East Hudson Parkway Authority.
  - bb. Niagara Frontier Port Authority.
  - cc. Northwestern New York Water Authority.
  - dd. Metropolitan Commuter Transportation Authority (now Metro. Transp. Auth.).
  - ee. Niagara Frontier Transportation Authority.
  - ff. New York State Pure Waters Authority.
  - gg. Rochester-Genesee Regional Transportation Authority.

- hh. Capital District Transportation Authority.
  - ii. Central New York Regional Transportation Authority.
12. Obligations of the International Bank for Reconstruction and Development duly issued pursuant to law.
  13. Obligations of the Inter-American Development Bank duly issued pursuant to law.
    - 13-a. Obligations of the Asian Development Bank duly issued pursuant to law.
    - 13-b. Obligations of the African Development Bank duly issued pursuant to law.
    - 13-c. Obligations of the International Finance Corporation duly issued pursuant to law.
  14. Collateral trust notes issued by a trust company, all the capital stock of which is owned by not less than twenty savings banks of the State of New York.
  15. Bonds and notes issued for any of the corporate purposes of the New York State housing finance agency.
  16. Bonds and notes issued for any of the corporate purposes of the New York State medical care facilities finance agency.
  17. Bonds and notes issued for any of the corporate purposes of the New York State project finance agency.
  18. Bonds and notes issued for any of the corporate purposes of the municipal assistance corporation for New York City.
  19. Obligations of any corporation organized under the laws of any state in the United States maturing within two hundred seventy days provided that such obligations receive the highest rating of two independent rating services designated by the Comptroller and that the issuer of such obligations has maintained such ratings on similar obligations during the preceding six months provided, however, that the issuer of such obligations need not have received such rating during the prior six month period if such issuer has received the highest rating of two independent rating services designated by the Comptroller and is the successor or wholly owned subsidiary of an issuer that has maintained such ratings on similar obligations during the preceding six month period or if the issuer is the product of a merger of two or more issuers, one of which has maintained such ratings on similar obligations during the preceding six month period, provided, however, that no more than five hundred million dollars may be invested in such obligations of any one corporation.
  20. Bankers' acceptances maturing within ninety days which are eligible for purchase in the open market by federal reserve banks and which have been accepted by a bank or trust company, which is organized under the laws of the United States or of any state thereof and which is a member of the federal reserve system and whose short-term obligations meet the criteria outlined in subdivision eighteen of this section. Provided, however, that no more than five hundred million dollars may be invested in such bankers' acceptance of any one bank or trust company.
  21. No-load money market mutual funds registered under the Securities Act of 1933, as amended, and operated in accordance with Rule 2a-7 of the Investment Company Act of 1940, as amended, provided that such funds are limited to investments in obligations issued or guaranteed by the

United States of America or in obligations of agencies or instrumentalities of the United States of America where the payment of principal and interest are guaranteed by the United States of America (including contracts for the sale and repurchase of any such obligations), and are rated in the highest rating category by at least one nationally recognized statistical rating organization, provided, however, that no more than two hundred fifty million dollars may be invested in such funds.

The State Comptroller, whenever he deems it for the best interest of any of such funds, may dispose of any of the securities therein or investments therefor, in making other investments authorized by law, and she may exchange any such securities for those held in any other of such funds, and the Comptroller may take such action as may be necessary to obtain the benefits of the insurance provided for in the national housing act, and may draw her warrant upon the treasurer for the amount required for such investments and exchanges.

Notwithstanding the provisions of any other general or special law, the State Comptroller shall not invest the moneys of any fund in any security or securities except as above described, provided, however, that: a) the State Comptroller may, in order to maximize the rate of return on investments, invest the moneys belonging to the New York interest on lawyer account fund in notes, securities and deposits of banking institutions which accept IOLA accounts, and b) the provisions of this section shall not limit the types of investments that may be made with moneys belonging to the volunteer ambulance service award fund established by section two hundred nineteen-h of the general municipal law.

### **2.3. Authorized Investments of Project Operating Funds – Additional Bond Issuers**

The Authority has two classifications of Funds; Pledged Funds and Project Operating Funds. Pledged Funds, subject to the 2003 General Bond Resolution, may only be invested in securities specifically listed in Section 98 of the State Finance Law, as listed in Section 2.2 above. Project Operating Funds, those that are not pledged to bond holders, are also limited to Section 98 of the State Finance Law but may include bond issuers of the State whose authorizing statute specifically provides that bodies of the State are authorized to legally invest in the stated bond issuers' securities. The additional bond issuers ("Additional Bond Issuers"), while not specifically listed in Section 98 of the State Finance Law, and therefore are not eligible for investments of the Pledged Fund, but do qualify for investments of the Project Operating Fund, are as follows:

1. New York City Transitional Finance Authority.
2. New York Municipal Water Finance Authority.
3. New York City Housing Development Corporation.
4. New York State Urban Development Corporation.
5. Nassau County Interim Finance Authority.

### **2.4. Portfolio Diversification**

The Authority's Investment Funds shall be structured to diversify investments to reduce the risk of loss resulting from over-concentration of assets in a specific maturity, a specific issuer, or a specific type of security. The maximum percentage of the aggregate portfolio of Investment Funds, based on book value at the time of purchase, permitted in each eligible security is as follows:

|                            |                                          |
|----------------------------|------------------------------------------|
| US Treasuries .....        | 100%                                     |
| Federal Agencies .....     | 100% (\$250 million max per issuer)      |
| Commercial Paper .....     | Lesser of 5% or \$250 million per issuer |
| Bankers' Acceptances ..... | Lesser of 5% or \$250 million per issuer |

|                          |                                |
|--------------------------|--------------------------------|
| Money Market Funds ..... | Lesser of 25% or \$250 million |
| Municipal Bonds .....    | 20%                            |

In addition, the Authority requires:

- a) Minimum “A” credit rating for all municipal securities permitted by the Policy (NY State, other states, and issues of local NY governments).
- b) Maximum allocation of no greater than 10% per issuer, or such lower limit as specified above.

## **2.5. Investment Maturity**

Maintenance of adequate liquidity to meet the cash flow needs of the Authority is essential. Accordingly, the portfolio will be structured in a manner that ensures sufficient cash is available to meet anticipated liquidity needs. Selection of investment maturities must be consistent with the cash requirements of the Authority to avoid the forced sale of securities prior to maturity.

Investments shall have a stated maturity or weighted average life of not more than ten (10) years unless specifically approved by the Investment Committee.

## **2.6. Environmental, Social, and Governance Investment Principles**

The Authority’s investment philosophy is anchored in the following core principle, which is fundamental and constant. Assets controlled by the Authority must be managed in accordance with this principle, regardless of the ebbs and flows likely to arise due to markets, politics and personalities.

The primary principle guiding the Authority’s investments is the consideration of financial impact(s) on current and future requirements of the Authority. This manifests itself through investment practices that generate the greatest possible return, subject to an appropriate amount of risk, to support the Authority’s mission of planning and sustaining a balanced community of commercial, residential, retail, and park space on the lower west side of Manhattan.

Within the context of this primary principle, the Authority must consider a holistic view of risk that accounts for various factors which could modify a return/risk objective. These include:

- Maintaining appropriate levels of liquidity for the Authority’s operational needs;
- Mitigating downside financial risks;
- Understanding and appropriately managing reputational risk or legal liability; and,
- Protecting Authority assets from external pressures.

The Authority, as well as the Office of the New York State Comptroller, supports the practice of incorporating environmental, social, and governance (“ESG”) factors with other conventional financial analytical tools when evaluating investment opportunities as these factors not only support the Authority’s mission but they may help identify potential opportunities and risks which conventional tools miss. The Authority encourages its investment managers to include ESG factors in their analytical processes. The Authority prohibits investment in companies that are heavily reliant on fossil fuels. However, ESG considerations are only one factor in analyses and should not be used as exclusionary screens to eliminate specific entities or sectors from consideration. Relevant ESG factors will vary by industry and should be applied appropriately to help assess both risk and return.

### **3. OPERATING PARAMETERS & CONTROLS**

#### **3.1. Authorized Officers and Employees**

Investment decisions on behalf of the Authority shall be made by the Chief Financial Officer, or by the Deputy Treasurer or the external investment manager, under the supervision of the Chief Financial Officer. Investment transactions shall be implemented by the Chief Financial Officer, or by the Deputy Treasurer, or the professional investment and advisory management firm on the Investment Committee, under the supervision of the Chief Financial Officer.

#### **3.2. Competitive Selection**

For each transaction, a minimum of three quotes shall be obtained and documented from Dealers and/or Banks, except in the purchase of government securities at their initial auction or upon initial offering, and the most favorable quote accepted.

#### **3.3. Compliance Audit**

An annual independent audit of all investments will be performed by the external auditors. The Authority's financial statements with respect to investments, which are required to be prepared in conformance with generally accepted accounting principles for governments ("GAAP"), shall contain all of the note disclosures on deposits with financial institutions and investments required by the Governmental Accounting Standards Board Statements No. 3 "Deposits with Financial Institutions, Investments (including Repurchase Agreements), and Reverse Repurchase Agreements", dated April 1986. The Annual Investment Audit shall:

- Determine whether: the Authority complies with its own investment policies; investment assets are adequately safeguarded; adequate accounts and records are maintained which accurately reflect all transactions and report on the disposition of the Authority's assets; and a system of adequate internal controls is maintained.
- Determine whether the Authority has complied with applicable laws, regulations and these Investment Guidelines.
- Be designed to the extent practical to satisfy both the common interest of the Authority and the public officials accountable to others.

The results of the Annual Investment Audit shall be set forth in a report (the "Annual Investment Audit Report") which shall include, without limitation:

- A description of the scope and objectives of the audit;
- A statement that the audit was made in accordance with generally accepted government auditing standards;
- A statement of negative assurance on items tested;
- A description of any material weakness found in the internal controls;
- A description of any non-compliance with the Authority's own investment policies as well as applicable laws;
- Regulations and the Comptroller's Investment Guidelines;
- A statement on any other material deficiency or reportable condition as defined by *Governmental Auditing Standards* identified during the audit not covered above; and
- Recommendations, if any, with respect to amendment of these Guidelines.

Investment practices and controls will be subject to review and testing by internal auditors on a surprise

basis at the discretion of the VP of Administration (who is also the Internal Controls Officer), President, CEO and/or the Board.

### **3.4. Written Contracts and Confirmations**

A written confirmation shall be required for each investment transaction. However, the Authority shall not be required to enter a formal written contract provided that the Authority's oral instructions to its broker, dealer, agent, investment manager/advisor, or custodian with respect to such transactions are confirmed in writing at the earliest practicable moment.

### **3.5. Safekeeping and Custody**

All investment securities purchased by the Authority or held as collateral on deposits or investments shall be held by a third-party custodian who may not otherwise be a counterparty to the investment transaction.

All securities shall be held in the name of the Authority and will be free and clear of any lien.

All investment transactions will be conducted on a delivery-vs.-payment basis. Payment for investments shall be made only upon receipt by the custodian of the physical security, or in the case of securities in book-entry form, when credited for the custodian's account, which shall be segregated for the Authority's sole use. The custodian shall issue a safekeeping receipt to the Authority listing the specific instrument, rate, maturity, and other pertinent information. On a monthly basis, the custodian will also provide reports that list all securities held for the Authority, the book value of holdings and the market value as of month-end.

The custodian may act on oral instructions from the CFO, Deputy Treasurer or investment advisor under the direction of the CFO. Such instructions are to be confirmed in writing immediately by an authorized signatory of the Authority.

Representatives of the custodian responsible for, or in any manner involved with, the safekeeping and custody process of the Authority shall be bonded in such a fashion as to protect the Authority from losses from malfeasance and misfeasance. If required by the Chief Financial Officer, appropriate Authority Officials may also be bonded in such a fashion.

### **3.6. Internal Controls**

An operating procedures manual were developed to control all Authority investment activity. The manual is consistent with these Guidelines, shall be approved by the Chief Financial Officer, and shall include the following:

- the establishment and maintenance of a system of internal controls;
- methods for adding, changing or deleting information contained in the investment record, including a description of the document to be created and verification tests to be conducted;
- a data base or record incorporating descriptions and amounts of investments, transaction dates, interest rates, maturities, bond ratings, market prices and related information necessary to manage the portfolio; and,
- requirements for periodic reporting and a satisfactory level of accountability.

### **3.7. Notification Concerning Violations of Investment Guidelines**

If these Investment Guidelines are violated, the Chief Financial Officer shall be informed immediately and

advised of any corrective action that should be taken, as well as the implication of such action.

#### **4. QUALIFIED FINANCIAL INSTITUTIONS**

##### **4.1. Qualifications for Brokers, Dealers and Agents**

The Authority's investment manager's Director of Treasury Operations and/or the Authority's Investment Manager shall maintain a list of broker/dealers that are approved for investment purposes ("Qualified Institutions"). Only firms meeting the following requirements will be eligible to serve as Qualified Institutions:

- "primary" dealers and regional dealers that qualify under Securities and Exchange Commission Rule 15C3-1 (uniform net capital rule);
- registered as a dealer under the Securities Exchange Act of 1934;
- member in good standing of the Financial Industry Regulatory Authority (FINRA);
- registered to sell securities in the State; and,
- the firm and assigned broker have been engaged in the business of effecting transactions in U.S. Government and agency obligations for at least five (5) consecutive years.

When selecting trading partners, the Authority will also consider the firm's quality, size, and reliability, the Authority's prior experience with the firm, the firm's level of expertise and prior experience with respect to the contemplated transactions.

##### **4.2. Qualifications for Investment Advisors/Managers**

For rendering investment management/advisory services to the Authority, the Authority may qualify any bank or trust company organized under the laws of any state of the United States of America, any national banking association, and any partnership, corporation, or person which is:

- Authorized to do business in the State as an investment manager/advisor; and
- Registered with the Securities & Exchange Commission under the Investment Advisor Act of 1940 or exempt from registration.

The Authority shall also consider the firm's capitalization, quality, size and reliability, the Authority's prior experience with the firm, the firm's level of expertise and prior experience with respect to the contemplated engagement.

##### **4.3. Qualifications for Custodial Banks**

To be eligible to hold Investment Securities purchased by the Authority or collateral securing its investments, a custodial bank shall be a member of the Federal Reserve Bank or maintain accounts with member banks to accomplish book-entry transfer of Investment Securities to the credit of the Authority. The custodian should not be the same party that is selling the Investment Securities. To be eligible to perform custodial services, the Chief Financial Officer must affirmatively find that the proposed custodial bank is financially sound. This shall be determined by review of the financial statements and credit ratings of the proposed custodial bank.

##### **4.4. Ongoing Disclosure**

All brokers, dealers and other financial institutions described in sections 4.1, 4.2, and 4.3 shall be provided with current copies of the Authority's Investment Guidelines. A current audited financial statement is

required to be on file for each financial institution and broker/dealer with which the Authority has investment transactions.

#### **4.5. Affirmative Action**

Article 15-A of the Executive Law and 9 NYCRR Part 4.21 regarding affirmative action shall apply with respect to the Authority's investment activities. The Authority shall seek to utilize minority and women-owned financial firms in the conduct of the Authority's investment activities. Management reporting is required by the Authority to track compliance with policy guidelines, assess the performance of the portfolio and to inform appropriate management personnel.

### **5. REPORTING**

#### **5.1. Management Reporting**

To manage the Investment Funds effectively and to provide Authority management with useful information, it is necessary for the Treasury Department to report reliable and timely information regarding the investment transactions that take place.

A Quarterly Management Report on the investment management program shall be prepared and presented to the CFO and the Authority's Board. The Quarterly Management Report shall include:

- An indication of all new investments;
- A portfolio inventory;
- Credit quality of each holding;
- Duration (or average maturity) of each fund;
- Mark-to-market valuations on investments and collateral; and
- A breakdown of the portfolio by counterparty.

An Annual Investment Report shall be submitted to the Authority's Board and filed with the State Division of the Budget, State Comptroller, State Senate Finance Committee, and State Assembly Ways and Means Committee. The Annual Investment Report shall include the following:

- The investment guidelines in compliance with Section 2925(3) of the Public Authorities Law and any amendments since last reported;
- An explanation of the investment guidelines and amendments;
- The results of the Annual Independent Audit (described in Section 3.3.);
- Investment income record of the Authority; and
- A list of the total fees, commissions or other charges paid to each investment banker, broker, agent, dealer and manager/advisor rendering investment associated services to the Authority since the date of the last investment report.

After approval of the report, it will be submitted or posted to the:

- State Division of the Budget,
- State Department of Audit and Control,
- State Comptroller,
- Chairmen and Ranking Minority Members of the Senate Finance Committee and Assembly Ways and Means Committee.
- State Public Authorities Information Reporting System (PARIS),
- Authority's website.

## **5.2. Performance Reporting**

To ensure the effectiveness of the Authority's investment strategy, it is important to measure the performance of the portfolio. The performance measurement process can be broken into four categories:

- Investment benchmark – The Authority will continuously measure its performance against a benchmark having an average maturity comparable to the portfolios.
- Performance measurement – Each quarter the Authority must measure the performance of its investment portfolio versus its benchmark. By continuously measuring results against this standard benchmark, the Authority can determine a pattern of over/under performance.
- Identify sources of over/under performance – The Performance Reports distributed to the CFO must include information on the source of over/under performance.
- Disseminate results – Results shall be distributed to the CFO and the Board in a timely manner.

## **APPENDIX A – OPERATING CONTROLS**

### **Distribution of the Investment Guidelines**

The guidelines and all subsequent amendments, revisions and updates shall be distributed to Authority personnel per the approval of the Chief Financial Officer.

During the period in which the Authority retains an investment manager, the investment manager must also receive the investment guidelines and all amendments, updates, or revisions to insure compliance with the most current guidelines.

#### ***Exhibit –Investment Guidelines Distribution Matrix***

| <b>Distribution List</b>        | <b>Frequency</b> |
|---------------------------------|------------------|
| Board of Directors              | As Necessary     |
| Chief Financial Officer (“CFO”) | As Necessary     |
| Controller                      | As Necessary     |
| Deputy Treasurer                | As Necessary     |

### **Roles and Responsibilities in Executing the Investment Guidelines**

The roles and responsibilities for investment management at the Authority rest primarily with the Finance Department although other departments have important roles. The matrix below defines the roles and responsibilities of all parties involved in the execution of the Investment Guidelines.

#### ***Exhibit –Policy Roles & Responsibility Matrix***

| <b>Roles</b>                    | <b>Responsibility</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Frequency</b>                                                                                                                                                                                                                                                   |
|---------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Board of Directors              | <ul style="list-style-type: none"><li>• Final Approval of the guidelines</li><li>• Approval of exceptions to the guidelines (e.g. new investment types)</li><li>• Approval of revisions to the guidelines</li></ul>                                                                                                                                                                                                                                                                                                                                               | <ul style="list-style-type: none"><li>• Annual</li><li>• As necessary</li><li>• As necessary</li></ul>                                                                                                                                                             |
| Chief Financial Officer (“CFO”) | <ul style="list-style-type: none"><li>• Approval of the guidelines</li><li>• Approval of investment strategy</li><li>• Approval of performance measurements</li><li>• Approval of minor exceptions to the guidelines (i.e. amounts, maturities)</li></ul>                                                                                                                                                                                                                                                                                                         | <ul style="list-style-type: none"><li>• Annual</li><li>• Annual</li><li>• Ongoing</li><li>• As necessary</li></ul>                                                                                                                                                 |
| Deputy Treasurer                | <ul style="list-style-type: none"><li>• Serve as custodian of the guidelines</li><li>• Develop investment strategy</li><li>• Review investment strategy</li><li>• Establish performance measurements</li><li>• Distribution of guidelines and amendments</li><li>• Annual review of guidelines</li><li>• Oversight of investment activity</li><li>• Invest funds as provided for in the guidelines</li><li>• Review Fund transfers prior to CFO approval</li><li>• Keep abreast of developments in the markets</li><li>• Review performance information</li></ul> | <ul style="list-style-type: none"><li>• Ongoing</li><li>• Annual</li><li>• Ongoing</li><li>• Ongoing</li><li>• As necessary</li><li>• Annual</li><li>• Ongoing</li><li>• Ongoing</li><li>• Ongoing</li><li>• Ongoing</li><li>• Ongoing</li><li>• Monthly</li></ul> |

|                               |                                                                                                                                                                                                                           |                                                                                                                                         |
|-------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------|
|                               | <ul style="list-style-type: none"> <li>• Management reporting</li> </ul>                                                                                                                                                  | <ul style="list-style-type: none"> <li>• Daily, Weekly<br/>Monthly</li> </ul>                                                           |
| Treasury / Revenue Accountant | <ul style="list-style-type: none"> <li>Initiate Fund transfer approvals</li> <li>Collect performance information, as needed</li> <li>Distribute performance information, as needed</li> </ul>                             | <ul style="list-style-type: none"> <li>Ongoing</li> <li>Quarterly</li> <li>Quarterly</li> </ul>                                         |
| Senior Accountant             | <ul style="list-style-type: none"> <li>Verify and reconcile of market values and collateral</li> <li>Maintain records of investments</li> </ul>                                                                           | <ul style="list-style-type: none"> <li>Monthly</li> <li>Ongoing</li> </ul>                                                              |
| Assistant/<br>Jr. Accountant  | <ul style="list-style-type: none"> <li>• Prepare Investment Instruction Letter</li> <li>• Verify Fund transfers</li> </ul>                                                                                                | <ul style="list-style-type: none"> <li>• Ongoing</li> <li>• Ongoing</li> </ul>                                                          |
| Investment Manager            | <ul style="list-style-type: none"> <li>• Develop investment strategy</li> <li>• Review investment strategy</li> <li>• Invest funds as provided for in the guidelines</li> <li>• Reporting investment portfolio</li> </ul> | <ul style="list-style-type: none"> <li>• Annual</li> <li>• Ongoing</li> <li>• Ongoing</li> <li>• Daily, Weekly<br/>Quarterly</li> </ul> |

### Segregation of Duties

The Authority requires adequate segregation of duties to prevent possible fraud, operational errors, misappropriation of funds, unauthorized trades, concealment of trades, and manipulation of accounting records. Personnel involved in risk monitoring activities should be segregated from risk taking (i.e. executing transactions).

### *Exhibit – Segregation of Duties Matrix*

| Activity to be Performed                    | Segregation Level                                                                                                                                                                                                                                                                                                                                                     |
|---------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Trade Execution                             | Individuals who are authorized to execute transactions should not confirm and settle the trades or conduct account reconciliation activities.                                                                                                                                                                                                                         |
| Trade Confirmation                          | Individuals who conduct confirmations should not execute transactions.                                                                                                                                                                                                                                                                                                |
| Settlement – Disbursing and Receiving Funds | Individuals who handle cash settlement on the trades should not execute the trades. Cash settlement shall be transacted by any one of the authorized Authority signatories who did not participate in the trade execution. Only one signature is required due to the nature of the transaction, i.e., transfer of assets (including transfers in excess of \$25,000). |
| Account Reconciliation                      | Account reconciliation activities must be segregated from trade execution activities.                                                                                                                                                                                                                                                                                 |

## Management Reporting

### *Exhibit – Summary of Management Reporting*

| Report                   | Contents                                                                                                                                                     | Audience                                                                                                                        | Frequency |
|--------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|-----------|
| Management Report        | Investment portfolio, mark-to- market valuations, collateral, counterparty breakdown                                                                         | CFO, Board                                                                                                                      | Quarterly |
| Annual Investment Report | Investment Guidelines, explanation of Investment Guidelines & amendments, annual investment audit, annual investment income, total fees and commissions paid | CFO, Board<br>(File with Division of the Budget, State Comptroller, State Finance Committee, Assembly Ways and Means Committee) | Annually  |

### *Exhibit – Summary of Treasury Performance Reporting*

| Report             | Contents                                               | Audience   | Frequency |
|--------------------|--------------------------------------------------------|------------|-----------|
| Performance Report | Investment performance vs. benchmark variance analysis | CFO, Board | Quarterly |

## Operating Procedures

Operating procedures for the administration of the Authority's investment program should include the following:

- Each disbursement of funds (and corresponding receipt of Investment Securities) or delivery of Investment Securities (and corresponding receipt of funds) shall be based upon proper written authorization. If the authorization is initially given orally, there shall be written or telegraphic confirmation from an authorized signatory of the Authority to the custodian;
- The process of initiating, reviewing and approving requests to buy and sell Investment Securities shall be documented and retained for audit purposes. Dealer limits should be established and reviewed regularly;
- Custodians must have prior authorization from the Authority to deliver obligations and collateral. All transactions must be confirmed in writing to the Authority. Delivery of obligations sold shall only be made upon receipt of funds;
- Custodial banks shall be required to report whenever activity has occurred in the Authority's custodial account;
- There shall be at least monthly verification and reconciliation of both the principal amount and the market values of all investments and collateral. Appropriate listings shall be obtained from the custodian and compared against the Authority's records;
- A record of investments shall be maintained. The records shall identify the Investment Security, the fund for which held, the place where kept, date of disposition and amount realized, and the

market value and custodian of collateral;

- The establishment and maintenance of a system of internal controls;
- Methods for adding, changing or deleting information contained in the investment record, including a description of the documents to be created and verification tests to be conducted;
- A database of records incorporating descriptions and amounts of investments, transaction dates, interest rates, maturities, bond ratings, market prices, and related information necessary to manage the portfolio; and
- Requirements for periodic reporting and a satisfactory level of accountability.

The procedures below describe in more detail the methods employed by the investment officers (Treasurer and Deputy Treasurer) to formulate and initiate investment transactions and include the records and documentation used in processing an investment from the time of its initiation to the recording and reconciliation on the Authority's accounting records.

1. The Treasurer, Deputy Treasurer or Investment Advisor maintains a schedule of all current investments and updates schedule on a timely (daily) basis as securities mature and/or new investments are initiated. A calendar of investment maturities is maintained and updated as chronological reminder (tickler file) or maturities.
2. All investments are initiated by the Investment Advisor via:
  - a. specific written investment instruction sent to the Trustee; or
  - b. verbal investment instructions followed up by written confirmation.
3. The Deputy Treasurer or Investment Advisor will initiate the investments by reviewing the investment schedule and calendar on a weekly basis to determine investments to be made over the following week based on Investment Guidelines and weekly working group meetings. All investments are available to review online on a real time (next day) basis.

The Treasurer, Deputy Treasurer and Investment Advisor considers many factors in forming investment decisions, such as:

- a. existing bond resolution requirements and conditions;
  - b. other existing agreements affecting investments/cash flow (i.e. Settlement Agreement; Agreement and Consent dated September 22, 1988, as amended, Agreement for Certain Payments, Lease Agreements etc.);
  - c. BPCA cash flow requirements and Investment Guidelines and Policies;
  - d. current and future market conditions (i.e. interest rates);
  - e. New York State Comptroller's Guidelines; and,
  - f. published market surveys, consultant reports, etc., relating to securities available, interest rates and investment strategies.
4. Copies of the bank trade confirmation letters sent to the Trustee Bank are digitally filed in the Treasury folder
5. All investments are available to the President and others for review and discussed at Investment Committee meetings. A copy of the Investment Instructions Letter is retained in the Treasury folder and a copy is maintained in the bank reconciliation files

Documentation for securities purchased including the information as to brokers solicited for quotes shall be retained and filed by the Authority, the Trustee, and Investment Advisor. Corporate funds which are not invested are collateralized or insured by FDIC. Reconciliation of monthly Trustee statements are performed. This includes reconciliation of investment transactions, investment income, and portfolio holdings. Corresponding journal entries are subsequently posted to the Authority's general ledger. The BPCA Controller or Deputy Controller initials and dates these reconciliations when reviewed to signify timely approval and completion.

6. Quarterly investment schedules are reviewed by the Investment Committee and made available to the Board. Investment schedules are audited by the Authority's public accountants at year end. The auditors request and receive confirmation of our cash and security holdings as of fiscal year end. In addition, the Authority's Internal Audit department periodically audits investments.

The procedures will be subjected to regular audits by internal and external auditors as required. Procedures are to be revised and updated on an annual basis and referenced in the Investment Policy and Procedure Statement, approved by the Members, in accordance with Section 2925(6) of the Public Authorities Law.

## **APPENDIX B**

### **INVESTMENT REPORT – FISCAL YEAR ENDED OCTOBER 31, 2023**

#### **Investments**

The Authority carries all investments at fair value. Inherent risks that could affect the Authority's ability to provide services and meet its obligations as they become due are reported in accordance with U.S. GAAP. The Authority's permitted investments include: (i) 100% U.S. government guaranteed securities (U.S. Treasury notes, bonds, strips, T-bills, Ginnie Mae securities); (ii) notes, bonds, debentures, and mortgages of U.S. government-sponsored agencies provided that its obligations receive the highest credit rating at the time of purchase from all rating agencies that rate the obligation; (iii) obligations of any corporation organized under the laws of any state in the United States maturing within 270 days provided that such obligations receive the highest rating of two independent rating services (commercial paper); (iv) municipal bonds issued by the State of New York, its counties, towns and cities and New York authorities; and (v) the general obligations of any state provided that such obligations receive the highest rating by at least one rating agency. The Organization maintains its cash in bank accounts that are fully collateralized or backed by the Federal Deposit Insurance Corporation ("FDIC") or letters of credit. All investments held in funds and accounts established in accordance with bond resolutions are held as trust assets by the trustee banks in the Authority's name.

Total investments held by the Authority at October 31, 2023 and 2022, included within the statements of net position (deficit) as investments, corporate designated, escrowed and OPEB funds, bond resolution funds and residential lease required fund accounts, were as follows:

|                                           | October 31, 2023 |             |                                       | October 31, 2022 |             |                                       |
|-------------------------------------------|------------------|-------------|---------------------------------------|------------------|-------------|---------------------------------------|
|                                           | Cost             | Fair value  | Weighted average maturity (years) (a) | Cost             | Fair value  | Weighted average maturity (years) (a) |
| U.S. Treasury securities:                 |                  |             |                                       |                  |             |                                       |
| Treasury Bills                            | \$ 753,889,897   | 759,220,931 | 0.10                                  | \$ 300,375,565   | 301,184,894 | 0.12                                  |
| Treasury Bonds                            | 103,516,130      | 98,011,702  | 1.99                                  | 124,547,637      | 114,449,882 | 2.47                                  |
| Treasury Strips                           | —                | —           | —                                     | 2,478,639        | 2,427,849   | 2.46                                  |
| Total                                     |                  |             |                                       |                  |             |                                       |
| U.S. Treasury securities                  | 857,406,027      | 857,232,633 |                                       | 427,401,841      | 418,062,625 |                                       |
| Commercial paper                          | —                | —           | —                                     | 33,355,798       | 33,612,663  | 0.07                                  |
| Federal agency securities                 | 1,592,195        | 1,646,289   | 0.04                                  | 15,305,739       | 15,353,906  | 0.04                                  |
| Federal agency mortgage backed securities | 803,298          | 741,733     | 2.84                                  | 1,723,463        | 1,604,461   | 2.90                                  |
| Municipal bonds                           | 4,893,417        | 4,749,918   | 1.18                                  | 5,102,027        | 4,742,553   | 2.53                                  |
| Supra National Agency                     | 9,361,613        | 8,806,944   | 1.49                                  | 16,705,105       | 15,490,057  | 2.14                                  |
| Total                                     |                  |             |                                       |                  |             |                                       |
| investments                               | 874,056,550      | 873,177,517 | 0.34                                  | 499,593,973      | 488,866,265 | 0.77                                  |
| Cash and cash equivalents                 | 25,983,858       | 25,983,858  |                                       | 44,772,227       | 44,772,227  |                                       |
| Total                                     |                  |             |                                       |                  |             |                                       |
| investments                               | \$ 900,040,408   | 899,161,375 |                                       | \$ 544,366,200   | 533,638,492 |                                       |

(a) Portfolio weighted average effective duration

As of October 31, 2023 and 2022, restricted assets included cash and cash equivalents and investments with less than 91-day maturities amounting to \$407,526,855 and \$180,404,963, respectively.

The Authority's investment objectives for the portfolio are legal compliance, safety of principal, to meet liquidity requirements and to maximize legally allowable return.

Interest rate risk is the probability of loss on investments from future changes in interest rates, which can adversely affect their fair value. Duration is a measure of a debt investment's exposure to fair value changes arising from changes in interest rates. It uses the present value of cash flows, weighted for those cash flows as a percentage of the investment's full price. Effective duration takes into account the change in cash flow expectations of securities with embedded options such as callable bonds and mortgage-backed securities. The interest rate risk of the Authority's portfolio is measured according to effective duration.

Investments of amounts in funds and accounts established under the 2003 General Bond Resolution, and the 2013, 2019 and 2023 Revenue Bond Resolutions are presently restricted to obligations of the State, U.S. government and its agencies, or in any other obligations in which the Comptroller of the State of New York is authorized to invest pursuant to Section 98 of the State Finance Law.

Corporate-designated and escrowed funds represent funds designated by the Authority's Board of Directors for specific purposes such as budget reserves, the Special Fund, Project contingency reserves, restoration reserves, insurance reserves, and arbitrage reserves and funds designated for the payment of medical benefits to the Authority's retirees (OPEB funds).

Residential lease required funds represent funds held by the Authority in accordance with its residential leases. These funds are largely comprised of residential buildings lease security and escrow deposits held by the Authority.

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### **Fees**

There were no fees, commissions or other charges paid to investment bankers, brokers, agents, or dealers for rendering investment related services to the Authority during the fiscal year and all investments are competitively bid. Consultant fees in the amount of approximately \$350,000 were paid to PFM Asset Management LLC ("PFMAM") during the current fiscal year for professional money management advice to the Authority's Investment Committee. PFMAM utilizes a MWBE firm, Ramirez Asset Management, as a subcontractor to manage a portion of the investment portfolio and they are paid 30% of the contract value for these services.

## **APPENDIX C**

### **BPCA FY2023: A Year in Review** *(Prepared by PFM Asset Management LLC)*

#### **Annual Summary**

The 2023 fiscal year was marked by declining inflation, aggressive interest rate hikes by the Federal Reserve (“Fed”), volatility in the financial sector, and a strong labor market. The Federal Reserve Open Market Committee (“FOMC”) raised the federal funds rate six times between November 1, 2022 and October 31, 2023, including two 50 basis point (0.50%) hikes. In that span, the federal funds rate rose from a range of 3.25% - 3.50% to a range of 5.25% - 5.50%. As a result of the Fed’s continued tightening of monetary policy, inflation showed signs of easing, as the Consumer Price Index (“CPI”) increased by only 3.2% year-over-year (YoY) by the end of October. During this time, the labor market continued to remain strong, adding roughly 2.7 million jobs over the 2023 fiscal year. The steep increase in rates however, made for substantial volatility in the financial sector in the second fiscal quarter, resulting in the failure of five banks. At the end of the year, the Fed paused its rate hike cycle and revised its projections to assume higher growth, and higher inflation for longer.

#### **Summary of Bond Market and Authority Portfolio Strategy**

##### ***First Quarter: November 1, 2022 – January 31, 2023***

##### **Market Summary**

The first quarter was characterized by a decline in the unemployment rate, declining inflation, and the Fed’s continued focus on tightening monetary conditions. The housing market continued to cool in the face of higher borrowing rates coupled with elevated home prices. Business activity slowed, as both the services and manufacturing sectors contracted. The Fed remained committed to increasing interest rates, raising them twice during the quarter for a combined 100 basis point (1.00%) hike. The Fed Funds rate ended the quarter at a range of 4.25% to 4.50%.

U.S. real gross domestic product (“GDP”) beat expectations, growing at 2.6% in the fourth quarter and 2.1% for calendar year 2022 – down from the 5.7% growth rate for calendar year 2021. Activity in the final quarter of 2022 was boosted by inventory investment and consumer spending, accounting for 4.9% of the overall growth rate. Despite strong growth, pandemic-related supply and demand imbalances caused CPI to reach 6.4% in January. Unemployment matched the pre-pandemic level of 3.5% in December, and continued its decline through January to 3.4%, the lowest rate since May of 1969. The labor force participation rate rose slightly to 62.4% from 62.2%. Employment gains were strong as the U.S. economy added 517,000 jobs to start 2022.

Fixed income yields were mixed for the quarter, as the 3-, and 12-month yields rose, while the 2-, 5-, and 10-, and 30-year yields declined. The yield curve remained steeply inverted at the turn of the new year. In January alone, the yield on the benchmark 2-year Treasury note declined 23 basis points to 4.20%, while the yield on the benchmark 10-year Treasury declined 36 basis points to 3.51%, ultimately driven by expectations for faster Fed rate hikes. Rate changes were more severe on the longer end of the curve, as inflation continues to decline from 2022 highs. As a result of falling yields during the quarter, U.S. Treasury returns were largely positive. The 2-year Treasury note declined 29 basis points to 4.20%, while the yield on the 10-year Treasury declined 54 points to 3.51%.

#### Portfolio Strategy Recap

- As a result of the sharp decline in yields, longer-term portfolio returns were positive for the quarter. Portfolios underperformed respective benchmarks for the quarter.
- Shorter-term portfolios provided positive returns for the quarter, although underperformed 3-Month Treasury Bill's performance of 1.00%.

#### ***Second Quarter: February 1, 2023 – April 30, 2023***

##### Market Summary

During the second quarter, interest rates experienced extreme volatility on account of government debt ceiling discussions stalling and failures in the financial sector. Debt ceiling discussions dominated headlines as the U.S. hit its debt ceiling of \$31.4 trillion in January, resulting in the U.S. Treasury starting to take extraordinary measures to prevent a default. The 2-year treasury jumped to 5.07% from its January 31<sup>st</sup> close of 4.21% as a result. However, yields quickly retreated to lower levels following the collapse of Silicon Valley Bank, the third largest bank failure in U.S. history, on March 10<sup>th</sup>. Signature Bank failed shortly after, officially closing on March 12<sup>th</sup>. The bank failures, paired with the U.S. debt ceiling crisis, applied further pressure to an already fragile inflation narrative, complicating the Federal Reserve's policy decisions. To control lingering inflation, the Fed raised the Federal Funds target rate by 25 basis points twice during the quarter, bringing the new target rate to a range of 4.75% to 5.00%. Jerome Powell noted Fed Chair Jerome Powell noted that events in the banking system might "contribute to significant tightening in credit conditions over time" implying monetary policy would have less work to do."

U.S. GDP increased at an annual pace of 2.0% in the first quarter of 2023, slightly lower than the prior quarter. This was a reflection of increases in consumer spending, government spending, and business fixed investment. Consumer spending edged up 0.2% in February, with services accounting for 61.8% of that. The year-over-year change in the consumer price index fell to 4.9% in April, slightly lower than market expectations. Shelter, the largest component of CPI continued to trend higher. The U.S. labor market remained quite strong through the quarter, as the economy added 800,000 new jobs. Unemployment ended the quarter at 3.4%, marking just the second time since 1969 the unemployment rate fell below 3.5%.

U.S. Treasury yields peaked in March, although retreated quickly following the failures of Silicon Valley Bank and Signature Bank. Yields on the longer end of the curve were impacted by increased volatility in the financial sector as the 2-, 5-, 10-, and 30-year yields all ended the second quarter lower than the first, declining 19, 13, 8 and 54 basis points respectively. The 6-month and 1-year yields both increased by 39 and 9 basis points. As a result of volatility in Treasury yields, fixed income indices posted some of the worst total returns dating back over 40 years. For example, during the fiscal quarter the ICE BofA 1-, and 5-year U.S. Treasury indices returned 0.52% and -4.51% respectively.

#### Portfolio Strategy Recap

- Longer-term portfolio returns were positive for the quarter. The conservative duration positioning contributed to strong relative outperformance for the quarter.
- Shorter-term portfolio posted strong absolute performance, with returns in line with the benchmark.

#### ***Third Quarter: May 1, 2023 – July 31, 2023***

##### Market Summary

Many of the significant headwinds from the beginning of 2023 remained in place during the quarter, most notably the U.S. debt ceiling impasse and the continuation of the Fed's historic pace of interest rate hikes. Following months of debate and standoffs, President Biden signed the bi-partisan debt ceiling bill, avoiding a much-publicized potential default and allowing the U.S. Treasury to fund its obligations. The bill effectively suspended the debt ceiling until January 1, 2025, and included some reductions in spending at the federal level.

As a result of continued surging inflation, the Fed lifted the overnight federal funds target rate by 25 basis points in May but paused hiking at its June meeting, breaking the string of consecutive meetings with an increase. The "hawkish pause" was accompanied by expectations for two more 25 basis point hikes during the calendar year 2023. In July, the Fed raised the federal funds target rate by another 25 basis points, ending the quarter at a new range of 5.25% to 5.50%.

Real GDP increased at an annual rate of 2.1% in the second quarter of 2023, slightly lower than the prior quarter's release. Growth in the second quarter was much higher than was originally expected, leading to the Fed doubling their growth projections for the calendar year 2023. The U.S. labor market remained strong in the quarter, adding 735,000 new jobs between May and July. The unemployment rate ended the quarter at 3.5%, a slight move upwards from the prior quarter, while the labor participation rate reached a post-pandemic high of 62.6%. The economy was aided by growth in personal consumption and durable goods purchases, while consumer confidence hit an 18-month high. However, consumer credit reached record levels, a symptom of continuing inflation. CPI increased 3.0% in June, marking the smallest 12-month increase since March 2021, though rose slightly in July to end the quarter at 3.2% year-over-year.

The 3-month and 2-year Treasury yields finished the fiscal quarter at 5.42% and 4.88%, increasing by 36 basis points and 87 basis points respectively. The yield on the 10-year note ended the quarter at 3.96%, an increase of 53 basis points quarter-over-quarter. Rates across the curve rose during the quarter, which had a negative impact to performance for the quarter.

#### Portfolio Strategy Recap

- Diversification away from U.S. Treasury securities was strongly additive to fixed-income performance during the second quarter as yield spreads across most sectors tightened. The move to a more "risk on" mentality resulted in strong relative performance from spread sectors.
- The 2003 Pledged Revenue Fund and Project Operating Fund posted quarterly returns of 1.23% and 1.27% respectively. The 2003 Pledged Revenue Fund underperformed the benchmark by 2 basis points (-0.02%), while the Project Operating Fund overperformed the benchmark by 2 basis points (0.02%).

#### ***Fourth Quarter: August 1, 2023 – October 31, 2023***

##### Market Summary

The fourth quarter was characterized by consumers continuing to spend, which was supported by rising wages and a strong labor market. The potential for additional monetary policy tightening by the Fed remained possible in light of the Fed's projections for stronger GDP growth and higher inflation and slightly lower unemployment for the balance of the year.

The labor market showed signs of slowing during the quarter. Throughout the quarter, the U.S. economy added 673,000 jobs, underperforming the prior quarter, while the unemployment rate rose to 4.9%, hitting a 21-month high. The labor market participation rate rose slightly from the prior quarter, coming in at 62.7% at the end of October.

CPI rose 3.2% in October, a sign that lingering inflation may be trending in the right direction. In light of employment data and ever-decreasing CPI, the Fed maintained its pause at both meetings, keeping the Federal Funds rate held steady at a range of 5.25% to 5.50%.

U.S. Treasury yields experienced little change on the shorter end of the curve, whereas the longer end was more volatile. The 3-month and 1-year yields increased by 0.05% and 0.07%, ending the quarter at 5.47% and 5.46% respectively. The largest moves came in the 5-, 10-, and 30-year treasuries with rates rising by 68, 97, and 109 basis points respectively, ending the quarter at 4.86%, 4.93%, and 5.10%. The 2-year Treasury rose 21 basis points to end the quarter at 5.09%. The yield curve still remains inverted, although the spread decreased during the quarter, as the yield difference between the 2- and 10-year U.S. Treasury closed the quarter at -0.16%.

#### Portfolio Strategy Recap

- Yields rose sharply during the quarter, leading to negative absolute performance for longer-duration strategies
- Diversification away from U.S. Treasuries was generally additive to fixed-income performance as spreads across most sectors tightened or remained relatively stable.

#### Investment Guidelines Review

PFM Asset Management and Ramirez Asset Management have completed their annual review of the Investment Guidelines and suggest no changes to the policy for 2024.

#### Portfolio Performance Update

Portfolios provided strong, absolute performance for the year, and all portfolios outperformed their respective benchmarks. Sector diversification and a modestly defensive duration position relative to the respective benchmark was additive to performance.

For the year, the 2003 Pledged Revenue underperformed its benchmark by 9 basis points, while the 2003 Project Operating Fund underperformed by 1 basis point. Since inception, both portfolios continue to outperform the benchmark. The focus of these strategies continues to be on the Authority's cashflow needs.

|                                                  | 1 Year Ended<br>October 31, 2023 | 3 Year Ended<br>October 31, 2023 | Since Inception |
|--------------------------------------------------|----------------------------------|----------------------------------|-----------------|
| <b>Long-Term Strategy:</b>                       |                                  |                                  |                 |
| <b>2003 Reserve Fund</b>                         | <b>4.24%</b>                     | <b>-0.81%</b>                    | <b>2.58%</b>    |
| <i>BM: BAML 1-5 Year US Treasury Note Index</i>  | <i>2.43%</i>                     | <i>-1.68%</i>                    | <i>2.38%</i>    |
| <b>BPCPC Operating Reserve Contingency</b>       | <b>2.97%</b>                     | <b>-2.26%</b>                    | <b>2.74%</b>    |
| <b>Insurance Fund</b>                            | <b>2.92%</b>                     | <b>-2.32%</b>                    | <b>2.68%</b>    |
| <b>Operating Budget Reserve</b>                  | <b>3.21%</b>                     | <b>-2.21%</b>                    | <b>2.81%</b>    |
| <i>BM: BAML 1-10 Year US Treasury Note Index</i> | <i>1.44%</i>                     | <i>-3.10%</i>                    | <i>2.38%</i>    |
| <b>BPCA Other Post-Employment Benefits</b>       | <b>2.26%</b>                     | <b>-2.46%</b>                    | <b>2.04%</b>    |
| <i>BM: BAML 1-10 Year US Treasury Note Index</i> | <i>1.44%</i>                     | <i>-3.10%</i>                    | <i>1.74%</i>    |
| <b>Short-Term Strategy:</b>                      |                                  |                                  |                 |
| <b>2003 Pledged Revenue</b>                      | <b>4.68%</b>                     | <b>1.85%</b>                     | <b>1.38%</b>    |
| <b>2003 Project Operating Fund</b>               | <b>4.76%</b>                     | <b>1.84%</b>                     | <b>1.38%</b>    |
| <i>BM: BAML 3 Month US Treasury Bill Index</i>   | <i>4.77%</i>                     | <i>1.85%</i>                     | <i>1.33%</i>    |

Notes:

1. *Bank of America/Merrill Lynch (BAML) indices provided by Bloomberg Financial Markets. The total returns shown for periods longer than a year are the annualized returns for the stated period.*
2. *Performance of the highlighted portfolios was impacted in the 2nd and 3rd calendar quarters of 2019 by a temporary suspension of investment strategy in order to provide liquidity for the 2019 bond financing.*
3. *Since inception performance for all portfolios other than 'BPCA Other Post Employment Benefits' and 'BPCPC Other Post Employment Benefits' is calculated from January 31, 2006 to present*
4. *For the 'Reserve Fund,' the BAML 1-5 Year Treasury Index became the performance benchmark on July 31, 2013. For prior periods, the BAML 1-10 Year Treasury Index was utilized.*
5. *Since inception performance for the 'BPCA Other Post Employment Benefits' is calculated from January 31, 2008 to present.*
6. *Since inception performance for the 'BPCPC Other Post Employment Benefits' is calculated from February 12, 2010 to present.*



# Hugh L. Carey Battery Park City Authority

## Review of Investment Performance

Quarter Ended October 31, 2023 | [pfmam.com](http://pfmam.com) | 609.452.0263

*PFM Asset Management LLC*

**NOT FDIC INSURED : NO BANK GUARANTEE : MAY LOSE VALUE**

# Agenda

**I. Executive Summary**

**II. Summary of Aggregate Portfolio**

**III. Total Return Performance Attributes**

**IV. Market Commentary**

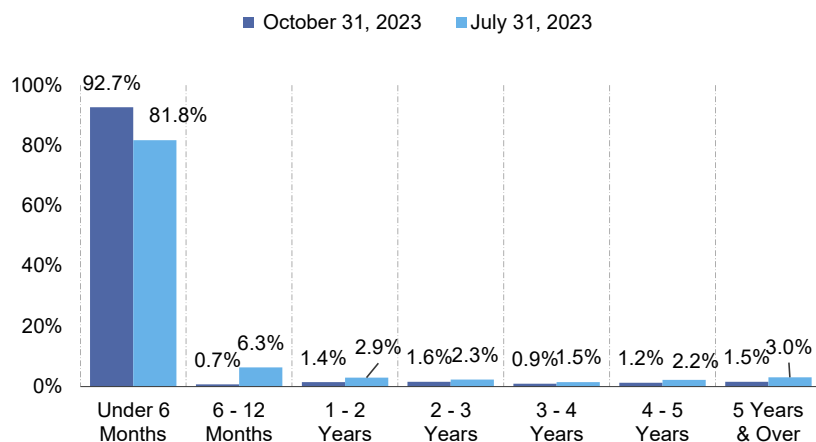
# I. Executive Summary



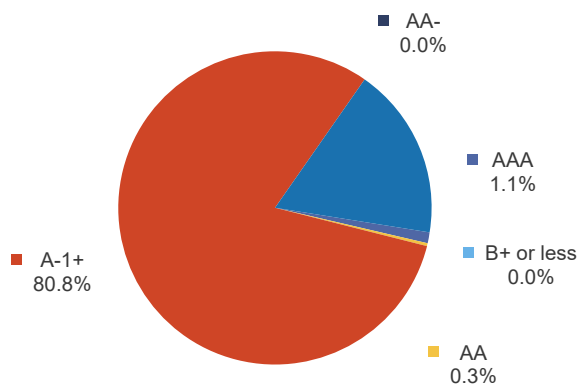
# Aggregate Portfolio Composition and Credit Quality

| Security Type <sup>1</sup>                       | October 31, 2023     | % of Portfolio | Effective Duration | July 31, 2023        | % of Portfolio | Effective Duration | QoQ Change (% of portfolio) |
|--------------------------------------------------|----------------------|----------------|--------------------|----------------------|----------------|--------------------|-----------------------------|
| U.S. Treasuries                                  | \$857,724,593        | 95.3%          | 0.26               | \$504,396,540        | 89.7%          | 0.52               | 5.6%                        |
| Federal Agencies and Instrumentalities (non-MBS) | \$10,469,184         | 1.2%           | 1.21               | \$10,403,769         | 1.9%           | 1.46               | (0.7%)                      |
| Commercial Paper                                 | \$0                  | 0.0%           | 0.00               | \$0                  | 0.0%           | 0.00               | -                           |
| Municipals                                       | \$4,776,137          | 0.5%           | 1.15               | \$4,777,319          | 0.8%           | 1.39               | (0.3%)                      |
| Government MBS <sup>2</sup>                      | \$747,637            | 0.1%           | 2.81               | \$804,305            | 0.1%           | 2.83               | (0.1%)                      |
| Cash                                             | \$25,953,253         | 2.9%           | 0.00               | \$41,912,453         | 7.5%           | 0.00               | (4.6%)                      |
| <b>Total</b>                                     | <b>\$899,670,804</b> | <b>100.0%</b>  | <b>0.27</b>        | <b>\$562,294,386</b> | <b>100.0%</b>  | <b>0.55</b>        |                             |

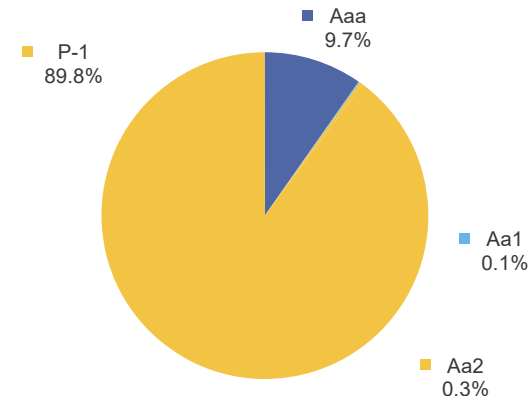
**Maturity Distribution  
As of 10/31/2023**



**Credit Quality Distribution (S&P)  
as of 10/31/2023**



**Credit Quality Distribution (Moody's)  
as of 10/31/2023**



**Notes:**

- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.
- NR holdings are not rated by S&P but rated by Moody's and are in compliance with BPCA's Investment Policy.

# Performance Overview – Total Return Strategies – October 31, 2023

|                                                           | Past Quarter  | Past 12 Months | Past 3-Years  | Since Inception |
|-----------------------------------------------------------|---------------|----------------|---------------|-----------------|
| <b>Long-Term Strategy:</b>                                |               |                |               |                 |
| <b>2003 Reserve Fund</b>                                  | <b>0.23%</b>  | <b>4.24%</b>   | <b>-0.81%</b> | <b>2.58%</b>    |
| <i>BM: BAML 1-5 Year US Treasury Note Index</i>           | <i>0.03%</i>  | <i>2.43%</i>   | <i>-1.68%</i> | <i>2.38%</i>    |
| <b>BPCPC Operating Reserve Contingency Insurance Fund</b> | <b>0.23%</b>  | <b>2.97%</b>   | <b>-2.26%</b> | <b>2.74%</b>    |
| <b>Operating Budget Reserve</b>                           | <b>-0.22%</b> | <b>2.92%</b>   | <b>-2.32%</b> | <b>2.68%</b>    |
| <i>BM: BAML 1-10 Year US Treasury Note Index</i>          | <i>-1.22%</i> | <i>1.44%</i>   | <i>-3.10%</i> | <i>2.38%</i>    |
| <b>BPCA Other Post-Employment Benefits</b>                | <b>-0.63%</b> | <b>2.26%</b>   | <b>-2.46%</b> | <b>2.04%</b>    |
| <i>BM: BAML 1-10 Year US Treasury Note Index</i>          | <i>-1.22%</i> | <i>1.44%</i>   | <i>-3.10%</i> | <i>1.74%</i>    |
| <b>Short-Term Strategy:</b>                               |               |                |               |                 |
| <b>2003 Pledged Revenue</b>                               | <b>1.37%</b>  | <b>4.68%</b>   | <b>1.85%</b>  | <b>1.38%</b>    |
| <b>2003 Project Operating Fund</b>                        | <b>1.35%</b>  | <b>4.76%</b>   | <b>1.84%</b>  | <b>1.38%</b>    |
| <i>BM: BAML 3 Month US Treasury Bill Index</i>            | <i>1.36%</i>  | <i>4.77%</i>   | <i>1.85%</i>  | <i>1.33%</i>    |

Notes:

1. Bank of America/Merrill Lynch (BAML) indices provided by Bloomberg Financial Markets. The total returns shown for periods longer than a year are the annualized returns for the stated period.
2. Performance of the highlighted portfolios was impacted in the 2nd and 3rd calendar quarters of 2019 by a temporary suspension of investment strategy in order to provide liquidity for the 2019 bond financing.
3. Since inception performance for all portfolios other than 'BPCA Other Post Employment Benefits' and 'BPCPC Other Post Employment Benefits' is calculated from January 31, 2006 to present.
4. For the 'Reserve Fund,' the BAML 1-5 Year Treasury Index became the performance benchmark on July 31, 2013. For prior periods, the BAML 1-10 Year Treasury Index was utilized.
5. Since inception performance for the 'BPCA Other Post Employment Benefits' is calculated from January 31, 2008 to present.
6. Since inception performance for the 'BPCPC Other Post Employment Benefits' is calculated from February 12, 2010 to present.
7. BPCPC Other Post Employment Benefits holdings were transferred and consolidated with BPCA Other Post Employment Benefits holdings on December 23, 2021.

# Portfolio Recap – Market Drivers

## Economy

- ▶ U.S. GDP grew 2.1% in the second quarter, up from the 2.0% expansion in the prior quarter. This comes as a result of increases in consumer spending, state and local government spending, private business investment growth, and federal government spending.
- ▶ The year-over year change in the Consumer Price Index (CPI) fell to 3.2% in October, coming in lower than market expectations. This was a decrease from the month prior, as CPI came in at 3.7% in September. Core CPI, which excludes volatile energy and food prices, climbed 4.0% in October from a year earlier, slightly under market expectations.
- ▶ The labor market slowed slightly during the quarter, with the unemployment rate coming in around 3.9% in October. The economy added 150,000 jobs during the month, lower than analysts expectations.

## U.S. Treasury Yields

- ▶ Yields on U.S. Treasuries jumped during the quarter. The yield on the 2-year Treasury ended the quarter at 5.09%, up 21 basis points (0.21%) from the start of the quarter. The yield on the 10-year U.S. Treasury increased to 4.93% by quarter-end, an increase of 97 basis points (0.97%) from July 31, 2023. Most notably, the 30-year U.S. Treasury increased to 5.10%, up 109 basis points (1.09%) from July 31, 2023.

## Federal Reserve

- ▶ The Fed paused its rate hiking cycle during all meetings held during the quarter. The federal funds rate remains at a target range of 5.25% - 5.50%.
- ▶ The updated summary of economic projections points toward lower growth, high inflation and a higher unemployment rate in 2023.



# Portfolio Recap – Performance & Cash Flows

## Longer-Term Funds.

- Increasing yields on longer-term securities led to negative returns.
- We continued to maintain a defensive duration posture relative to benchmarks.
- The performance of every Longer-Term fund exceeded all relevant benchmarks.

## Short-Term Funds

- The 2003 Pledged Revenue Fund and Project Operating Fund posted quarterly returns of 1.37% and 1.35% respectively. The 2003 Pledged Revenue Fund outperformed the benchmark by 1 basis points (0.01%), while the Project Operating Fund underperformed the benchmark by 1 basis points (-0.01%).
- Each portfolio continues to be structured based on anticipated liquidity needs. We continue to seek high-quality commercial paper issuers in line with liquidity needs and pockets of value in the current market.



# Investment Policy Issuer Guidelines

| Compliance Issuer Check                     |            |                          |               |            |                |       |
|---------------------------------------------|------------|--------------------------|---------------|------------|----------------|-------|
| Issuer                                      | Actual (%) | Actual (\$) <sup>3</sup> | IPS Limit     | S&P Rating | Moody's Rating | Check |
| U.S. Treasury                               | 95.34%     | 857,724,593              | 100%          | AA+        | Aaa            | OK    |
| Cash                                        | 2.88%      | 25,953,253               | NA            | AAAm       | AAAm           | OK    |
| International Bank of Recon and Development | 0.41%      | 3,721,321                | \$250,000,000 | AAA        | Aaa            | OK    |
| New York City                               | 0.30%      | 2,658,186                | 10%           | AA         | Aa2            | OK    |
| Asian Development Bank                      | 0.25%      | 2,227,202                | \$250,000,000 | AAA        | Aaa            | OK    |
| International American Development Bank     | 0.24%      | 2,172,329                | \$250,000,000 | AAA        | Aaa            | OK    |
| Fannie Mae                                  | 0.20%      | 1,791,412                | \$250,000,000 | AA+        | Aaa            | OK    |
| Tennessee State                             | 0.11%      | 1,001,930                | 10%           | 0.00%      | 0.00%          | OK    |
| New York State                              | 0.09%      | 815,148                  | 10%           | AA+        | Aa1            | OK    |
| African Development Bank                    | 0.08%      | 702,043                  | \$250,000,000 | AAA        | Aaa            | OK    |
| Small Business Administration               | 0.05%      | 446,085                  | 100%          | AA+        | Aaa            | OK    |
| NY State Dorm Authority                     | 0.03%      | 300,873                  | 10%           | AA+        | Aa1            | OK    |
| Ginnie Mae                                  | 0.01%      | 126,691                  | 100%          | AA+        | Aaa            | OK    |
| Freddie Mac                                 | 0.00%      | 29,738                   | \$250,000,000 | AA+        | Aaa            | OK    |

## Notes:

1. For informational/analytical purposes only and is not provided for compliance assurance. Subject to interpretation as derived from our interpretation of your Investment Policy as provided
2. BPCA's investment guidelines do not detail sector limits for commercial paper, supranationals, or Government MBS.
3. Commercial paper issuer limits are subject to the lesser of 5% or \$250 million per issuer.
4. Actual (\$) include market value plus accrued interest.
5. Bolded Issuers are new additions to the portfolio.

# Change in Value – Total Return Accounts

| Account Name                            | Beginning Period Value <sup>1</sup> | (+/-) | Net Transfers <sup>2</sup> | (+/-) | Change in Value    | = | Ending Period Value <sup>1</sup> |
|-----------------------------------------|-------------------------------------|-------|----------------------------|-------|--------------------|---|----------------------------------|
| <b>Longer Term Investment Strategy</b>  |                                     |       |                            |       |                    |   |                                  |
| 2003 Reserve Fund                       | 33,353,511.53                       |       | (33,358,374)               |       | \$4,863            |   | \$0                              |
| BPCPC Operating Reserve Contingency     | \$7,069,331                         |       | \$6,477,675                |       | \$26,504           |   | \$13,573,511                     |
| Insurance Fund                          | \$5,879,438                         |       | (\$0)                      |       | (\$12,780)         |   | \$5,866,659                      |
| Operating Budget Reserve                | \$24,478,734                        |       | \$2,000,000                |       | (\$2,948)          |   | \$26,475,786                     |
| BPCA Other Post-Employment Benefits     | \$40,143,323                        |       | (\$0)                      |       | (\$253,441)        |   | \$39,889,882                     |
| <b>Subtotal</b>                         | <b>\$110,924,338</b>                |       | <b>(\$24,880,699)</b>      |       | <b>(\$237,801)</b> |   | <b>\$85,805,837</b>              |
| <b>Shorter Term Investment Strategy</b> |                                     |       |                            |       |                    |   |                                  |
| 2003 Pledged Revenue                    | \$186,810,051                       |       | \$16,305,996               |       | \$2,750,389        |   | \$205,866,435                    |
| 2003 Project Operating Fund             | \$10,961,633                        |       | (\$189,000)                |       | \$120,453          |   | \$10,893,086                     |
| <b>Subtotal</b>                         | <b>\$197,771,683</b>                |       | <b>\$16,116,996</b>        |       | <b>\$2,870,842</b> |   | <b>\$216,759,521</b>             |
| <b>Total</b>                            | <b>\$308,696,021</b>                |       | <b>(\$8,763,703)</b>       |       | <b>\$2,633,040</b> |   | <b>\$302,565,358</b>             |

Notes:

1. Beginning Period Value is as of July 31, 2023 and Ending Period Value is as of October 31, 2023. Beginning Period Value and Ending Period Value equal market values of portfolio holdings plus accrued interest and cash.
2. Net Transfers are the total cash flows in and out of each account that occurred during the quarter.

# Change in Value – Other BPCA Accounts

| Account Name                                 | Beginning Period Value <sup>1</sup> | (+/-) Net Transfers <sup>2</sup> | (+/-) Change in Value | = | Ending Period Value <sup>1</sup> |
|----------------------------------------------|-------------------------------------|----------------------------------|-----------------------|---|----------------------------------|
| <b>PFM Asset Management Accounts</b>         |                                     |                                  |                       |   |                                  |
| Corporate Funds                              | \$3,756,356                         | \$38,174                         | \$50,578              |   | \$3,845,109                      |
| 2000 Arbitrage Rebate                        | \$870,048                           | \$0                              | \$11,697              |   | \$881,745                        |
| Unpledged Revenue                            | \$11,957,656                        | \$6,100,442                      | \$202,828             |   | \$18,260,925                     |
| 2003 Residual Fund                           | \$2,687,275                         | \$0                              | \$36,153              |   | \$2,723,428                      |
| Joint Purpose Fund                           | \$87,155,410                        | \$0                              | \$1,184,671           |   | \$88,340,080                     |
| Special Fund                                 | \$1,005,522                         | \$0                              | \$13,522              |   | \$1,019,044                      |
| BPCPC Operating Reserve                      | \$0                                 | \$0                              | \$0                   |   | \$0                              |
| BPCA Goldman Sachs Liberty Contribution Fund | \$1,438                             | (\$1,438)                        | \$0                   |   | \$0                              |
| BPCA Series 2009A Project Costs              | \$0                                 | \$0                              | \$0                   |   | \$0                              |
| BPCA2013ACDE Proj Cost Sub AC                | \$4,918,272                         | \$3,514,383                      | \$110,315             |   | \$8,542,971                      |
| BPCA Pier A Reserve Fund                     | \$1,483,435                         | (\$1,482,564)                    | \$0                   |   | \$871                            |
| BPCA 2019A Comm Ctr SB Proj                  | \$102                               | \$0                              | \$0                   |   | \$102                            |
| BPCA 2019A Sustainable Proj                  | \$12,223,531                        | \$2,338,611                      | \$196,001             |   | \$14,758,143                     |
| BPCA 2019ABCDE COI                           | \$5,628                             | (\$5,628)                        | \$0                   |   | \$0                              |
| BPCA 2019BDE Project                         | \$4,337,566                         | \$1,722,679                      | \$80,500              |   | \$6,140,745                      |
| BPCA 2019C Pier A SB Proj                    | \$3,614,029                         | (\$3,611,938)                    | \$0                   |   | \$2,091                          |
| BPCA 2023A Sustainable Project               | \$0                                 | \$332,232,642                    | \$4,546,730           |   | \$336,779,372                    |
| BPCA Lease Refinancing Fee                   | \$0                                 | \$2,311,091                      | \$331                 |   | \$2,311,422                      |
| <b>Subtotal</b>                              | <b>\$134,016,269</b>                | <b>\$343,156,454</b>             | <b>\$6,433,325</b>    |   | <b>\$483,606,048</b>             |

Notes:

1. Beginning Period Value is as of July 31, 2023 and Ending Period Value is as of October 31, 2023. Beginning Period Value and Ending Period Value equal market values of portfolio holdings plus accrued interest and cash.
2. Net Transfers are the total cash flows in and out of each account that occurred during the quarter.

# Change in Value – Other BPCA Accounts

| Account Name                             | Beginning Period Value <sup>1</sup> | (+/-) Net Transfers <sup>2</sup> | (+/-) Change in Value | = | Ending Period Value <sup>1</sup> |
|------------------------------------------|-------------------------------------|----------------------------------|-----------------------|---|----------------------------------|
| <b>Ramirez Asset Management Accounts</b> |                                     |                                  |                       |   |                                  |
| Liberty Terr Mariners Cove-K             | \$315,723                           | \$0                              | \$4,327               |   | 320,050.12                       |
| Liberty House Mariners J                 | \$258,278                           | \$0                              | \$3,537               |   | \$261,814                        |
| Rector Park L                            | \$35,934                            | \$0                              | \$489                 |   | \$36,422                         |
| Hudson View W Towers G                   | \$181,832                           | \$0                              | \$2,492               |   | \$184,324                        |
| Hudson Towers E/F                        | \$221,139                           | \$0                              | \$2,950               |   | \$224,089                        |
| Hudson View Towers C                     | \$195,193                           | \$0                              | \$2,750               |   | \$197,943                        |
| Liberty Ct Mariners Cove B               | \$644,785                           | \$0                              | \$8,841               |   | \$653,626                        |
| Millenium                                | \$3,892,844                         | \$0                              | \$53,416              |   | \$3,946,260                      |
| Liberty Battery Place Assoc 4            | \$464,908                           | \$0                              | \$6,376               |   | \$471,284                        |
| South Cove Assoc 11                      | \$422,212                           | \$0                              | \$5,787               |   | \$427,999                        |
| Soundings Rector Park A                  | \$225,949                           | \$0                              | \$3,094               |   | \$229,044                        |
| The Regatta Site 10                      | \$515,487                           | \$0                              | \$7,069               |   | \$522,556                        |
| 2003 Debt Service Junior Payments        | \$28,500,737                        | (\$22,498,456)                   | \$279,782             |   | \$6,282,063                      |
| 2003 Debt Service Senior Payments        | \$61,388,059                        | (\$10,207,793)                   | \$515,683             |   | \$51,695,949                     |
| BPCA Millenium Tower Security Fund 2A    | \$3,250,845                         | \$0                              | \$44,608              |   | \$3,295,453                      |
| BPCA S 16/17 Riverhouse Security Fund    | \$6,907,275                         | \$0                              | \$94,786              |   | \$7,002,061                      |
| BPCA Visionaire Security Fund            | \$4,206,265                         | \$0                              | \$57,716              |   | \$4,263,981                      |
| BPCA One Rector Park Security Fund       | \$1,032,292                         | \$0                              | \$14,159              |   | \$1,046,451                      |
| BPCA Rector Square Security Fund Site D  | \$237,714                           | \$0                              | \$3,255               |   | \$240,969                        |
| BPCA WFC Tower C Retail Rent Escrow      | \$268,024                           | \$0                              | \$3,670               |   | \$271,695                        |
| BPCA River & Warren Sec Fund - Site 19A  | \$6,361,596                         | \$0                              | \$87,294              |   | \$6,448,889                      |
| BPCA North Cove Marina Security Fund     | \$55,008                            | \$0                              | \$750                 |   | \$55,758                         |
| BPCA TRANSACTION PYMT SEC DEPOSIT        | \$500,000                           | \$0                              | \$4,488               |   | \$504,488                        |
| BPCA 2023B PROJECT                       | \$0                                 | \$10,417,253                     | \$108,216             |   | \$10,525,468                     |
| BPCA 2023C SUSTAINABLE TAXABLE PROJ      | \$0                                 | \$9,137,166                      | \$95,556              |   | \$9,232,723                      |
| BPCA PIER A RESERVE                      | \$0                                 | \$1,490,041                      | \$5,719               |   | \$1,495,760                      |
| BPCA 2019C PIER A SB PROJ                | \$0                                 | \$3,648,269                      | \$14,010              |   | \$3,662,279                      |
| <b>Subtotal</b>                          | <b>\$120,082,097</b>                | <b>(\$8,013,520)</b>             | <b>\$1,430,821</b>    |   | <b>113,499,398.62</b>            |
| <b>Total</b>                             | <b>\$254,098,366</b>                | <b>\$335,142,935</b>             | <b>\$7,864,146</b>    |   | <b>597,105,446.54</b>            |

## Notes:

- Beginning Period Value is as of July 31, 2023 and Ending Period Value is as of October 31, 2023. Beginning Period Value and Ending Period Value equal market values of portfolio holdings plus accrued interest and cash.
- Net Transfers are the total cash flows in and out of each account that occurred during the quarter.

## II. Summary of Aggregate Portfolio



# Aggregate Portfolio Issuer Breakdown

|                                                             | Security Type                               | October 31, 2023     | % of Portfolio | July 31, 2023        | % of Portfolio | QoQ % Change |
|-------------------------------------------------------------|---------------------------------------------|----------------------|----------------|----------------------|----------------|--------------|
| <b>United States Treasury<sup>2</sup></b>                   |                                             |                      |                |                      |                |              |
|                                                             | U.S. Treasury                               | \$857,724,593        | 95.3%          | \$504,396,540        | 89.7%          | 5.6%         |
|                                                             | Ginnie Mae                                  | \$126,691            | 0.0%           | \$142,363            | 0.0%           | (0.0%)       |
|                                                             | Small Business Administration               | \$446,085            | 0.0%           | \$476,483            | 0.1%           | (0.0%)       |
| <b>Federal Agencies and Instrumentalities<sup>2,3</sup></b> |                                             |                      |                |                      |                |              |
|                                                             | Freddie Mac                                 | \$29,738             | 0.0%           | \$32,003             | 0.0%           | (0.0%)       |
|                                                             | Fannie Mae                                  | \$1,791,412          | 0.2%           | \$1,776,727          | 0.3%           | (0.1%)       |
|                                                             | International Bank of Recon and Development | \$3,721,321          | 0.4%           | \$3,699,092          | 0.7%           | (0.2%)       |
|                                                             | International American Development Bank     | \$2,172,329          | 0.2%           | \$2,167,697          | 0.4%           | (0.1%)       |
|                                                             | Asian Development Bank                      | \$2,227,202          | 0.2%           | \$2,209,518          | 0.4%           | (0.1%)       |
|                                                             | African Development Bank                    | \$702,043            | 0.1%           | \$704,191            | 0.1%           | (0.0%)       |
| <b>Municipal Issuers<sup>2</sup></b>                        |                                             |                      |                |                      |                |              |
|                                                             | New York City                               | \$2,658,186          | 0.3%           | \$2,669,818          | 0.5%           | (0.2%)       |
|                                                             | NY State Dorm Authority                     | \$300,873            | 0.0%           | \$306,986            | 0.1%           | (0.0%)       |
|                                                             | New York State                              | \$815,148            | 0.1%           | \$812,569            | 0.1%           | (0.1%)       |
|                                                             | Tennessee State                             | \$1,001,930          | 0.1%           | \$987,945            | 0.2%           | (0.1%)       |
| <b>Cash</b>                                                 |                                             |                      |                |                      |                |              |
|                                                             | Cash                                        | \$25,953,253         | 2.9%           | \$41,912,453         | 7.5%           | (4.6%)       |
| <b>TOTAL</b>                                                |                                             | <b>\$899,670,804</b> | <b>100.0%</b>  | <b>\$562,294,386</b> | <b>100.0%</b>  |              |

## Notes:

- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Pursuant to the Authority's Investment Policy, investments in obligations other than those backed by the full faith and credit of the U.S. Government are limited to the following: (1) Federal Agencies - \$250 million per issuer, (2) Commercial Paper - the lesser of 5% or \$250 million per issuer, (3) Bankers' Acceptances - the lesser of 5% or \$250 million per issuer and (4) Municipal Bonds - 10%.
- Federal Agencies and Instrumentalities includes Mortgage-Backed Securities.

# Portfolio Value – Total Return Accounts

|                                                 | October 31, 2023                |                    |                      | July 31, 2023                   |                    |                      |               |
|-------------------------------------------------|---------------------------------|--------------------|----------------------|---------------------------------|--------------------|----------------------|---------------|
|                                                 | Total Market Value <sup>1</sup> | Effective Duration | % of Total Portfolio | Total Market Value <sup>1</sup> | Effective Duration | % of Total Portfolio | QoQ % Change  |
| <b>Longer Term Investment Strategy</b>          |                                 |                    |                      |                                 |                    |                      |               |
| 2003 Reserve Fund                               | \$0                             | 2.87               | 0.0%                 | \$33,353,512                    | 0.00               | 5.9%                 | -5.9%         |
| BPCPC Operating Reserve Contingency             | \$13,573,511                    | 1.64               | 1.5%                 | \$7,069,331                     | 3.45               | 1.3%                 | 0.3%          |
| Insurance Fund                                  | \$5,866,659                     | 2.33               | 0.7%                 | \$5,879,438                     | 2.58               | 1.0%                 | -0.4%         |
| Operating Budget Reserve                        | \$26,475,786                    | 1.89               | 2.9%                 | \$24,478,734                    | 2.27               | 4.4%                 | -1.4%         |
| BPCA Other Post-Employment Benefits             | \$39,889,882                    | 2.87               | 4.4%                 | \$40,143,323                    | 3.06               | 7.1%                 | -2.7%         |
| <b>Subtotal Longer Term Investment Strategy</b> | <b>\$85,805,837</b>             | <b>2.34</b>        | <b>9.5%</b>          | <b>\$110,924,338</b>            | <b>1.96</b>        | <b>19.7%</b>         | <b>-10.2%</b> |
| <b>Short Term Investment Strategy</b>           |                                 |                    |                      |                                 |                    |                      |               |
| 2003 Pledged Revenue                            | \$205,866,435                   | 0.04               | 22.9%                | \$186,810,051                   | 0.17               | 33.2%                | -10.3%        |
| 2003 Project Operating Fund                     | \$10,893,086                    | 0.00               | 1.2%                 | \$10,961,633                    | 0.00               | 1.9%                 | -0.7%         |
| <b>Subtotal Short Term Investment Strategy</b>  | <b>\$216,759,521</b>            | <b>0.04</b>        | <b>24.1%</b>         | <b>\$197,771,683</b>            | <b>0.16</b>        | <b>35.2%</b>         | <b>-11.1%</b> |
| <b>Subtotal of Total Return Accounts</b>        | <b>\$302,565,358</b>            | <b>0.00</b>        | <b>33.6%</b>         | <b>\$308,696,021</b>            | <b>0.00</b>        | <b>54.9%</b>         | <b>-21.3%</b> |

Notes:

1. "Total Market Value" includes accrued interest and cash balances held at the bank.

# Portfolio Value – Other BPCA Accounts

| PFM Asset Management Accounts                 | October 31, 2023     |                    |                      | July 31, 2023             |                    |                      | QoQ % Change |
|-----------------------------------------------|----------------------|--------------------|----------------------|---------------------------|--------------------|----------------------|--------------|
|                                               | Total Market Value   | Effective Duration | % of Total Portfolio | Market Value <sup>1</sup> | Effective Duration | % of Total Portfolio |              |
| Corporate Funds                               | \$3,845,109          | 0.00               | 0.4%                 | \$3,756,356               | 0.00               | 0.7%                 | (0.2%)       |
| 2000 Arbitrage Rebate                         | \$881,745            | 0.00               | 0.1%                 | \$870,048                 | 0.00               | 0.2%                 | (0.1%)       |
| Unpledged Revenue                             | \$18,260,925         | 0.00               | 2.0%                 | \$11,957,656              | 0.11               | 2.1%                 | (0.1%)       |
| 2003 Residual Fund                            | \$2,723,428          | 0.00               | 0.3%                 | \$2,687,275               | 0.00               | 0.5%                 | (0.2%)       |
| Joint Purpose Fund                            | \$88,340,080         | 0.00               | 9.8%                 | \$87,155,410              | 0.00               | 15.5%                | (5.7%)       |
| Special Fund                                  | \$1,019,044          | 0.00               | 0.1%                 | \$1,005,522               | 0.00               | 0.2%                 | (0.1%)       |
| BPCPC Operating Reserve                       | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA Goldman Sachs Liberty Contribution Fund  | \$0                  | 0.00               | 0.0%                 | \$1,438                   | 0.00               | 0.0%                 | (0.0%)       |
| BPCA Series 2009A Project Costs               | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA Series 2009B Project Costs               | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA Pier A Construction Escrow               | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA Insurance Advance                        | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA2013ACDE COI SUB AC                       | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA2013B COI SUB AC                          | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA2013ACDE PROJ COST SUB AC                 | \$8,542,971          | 0.00               | 0.9%                 | \$4,918,272               | 0.00               | 0.9%                 | 0.1%         |
| BPCA2013B PROJ COSTS SUB AC                   | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA PIER A RESERVE FUND                      | \$871                | 0.00               | 0.0%                 | \$1,483,435               | 0.00               | 0.3%                 | (0.3%)       |
| BPCA SUBORDINATED PAYMENT ACCOUNT             | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA 2019A Comm Ctr SB Proj                   | \$102                | 0.00               | 0.0%                 | \$102                     | 0.00               | 0.0%                 | (0.0%)       |
| BPCA 2019A Sustainable Proj                   | \$14,758,143         | 0.00               | 1.6%                 | \$12,223,531              | 0.00               | 2.2%                 | (0.5%)       |
| BPCA 2019ABCDE COI                            | \$0                  | 0.00               | 0.0%                 | \$5,628                   | 0.00               | 0.0%                 | (0.0%)       |
| BPCA 2019BDE Project                          | \$6,140,745          | 0.00               | 0.7%                 | \$4,337,566               | 0.00               | 0.8%                 | (0.1%)       |
| BPCA 2019C Pier A SB Proj                     | \$2,091              | 0.00               | 0.0%                 | \$3,614,029               | 0.00               | 0.6%                 | (0.6%)       |
| BPCA LEASE REFINANCING FEE                    | \$2,311,329          | 0.00               | 0.3%                 | \$0                       | 0.00               | 0.0%                 | 0.3%         |
| BPCA 2023A SUSTAINABLE PROJECT                | \$336,779,464        | 0.00               | 37.4%                | \$0                       | 0.00               | 0.0%                 | 37.4%        |
| <b>Subtotal PFM Asset Management Accounts</b> | <b>\$483,606,048</b> | <b>0.00</b>        | <b>53.8%</b>         | <b>\$134,016,269</b>      | <b>0.01</b>        | <b>14.9%</b>         | <b>38.9%</b> |

Notes:

1. "Total Market Value" includes accrued interest and cash balances held at the bank.

# Portfolio Value – Other BPCA Accounts

October 31, 2023

July 31, 2023

| RAM Managed Accounts                    | October 31, 2023     |                    |                      | July 31, 2023             |                    |                      |              |
|-----------------------------------------|----------------------|--------------------|----------------------|---------------------------|--------------------|----------------------|--------------|
|                                         | Total Market Value   | Effective Duration | % of Total Portfolio | Market Value <sup>1</sup> | Effective Duration | % of Total Portfolio | QoQ % Change |
| Liberty Terr Mariners Cove-K            | \$320,050            | 0.00               | 0.0%                 | \$315,723                 | 0.00               | 0.1%                 | (0.0%)       |
| Liberty House Mariners J                | \$261,814            | 0.00               | 0.0%                 | \$258,278                 | 0.00               | 0.0%                 | (0.0%)       |
| Rector Park L                           | \$36,422             | 0.00               | 0.0%                 | \$35,934                  | 0.00               | 0.0%                 | (0.0%)       |
| Hudson View W Towers G                  | \$184,324            | 0.00               | 0.0%                 | \$181,832                 | 0.00               | 0.0%                 | (0.0%)       |
| Hudson Towers E/F                       | \$224,166            | 0.00               | 0.0%                 | \$221,139                 | 0.00               | 0.0%                 | (0.0%)       |
| Hudson View Towers C                    | \$197,866            | 0.00               | 0.0%                 | \$195,193                 | 0.00               | 0.0%                 | (0.0%)       |
| Liberty Ct Mariners Cove B              | \$653,626            | 0.00               | 0.1%                 | \$644,785                 | 0.00               | 0.1%                 | (0.0%)       |
| Millenium                               | \$3,946,260          | 0.00               | 0.4%                 | \$3,892,844               | 0.00               | 0.7%                 | (0.3%)       |
| Liberty Battery Place Assoc 4           | \$471,284            | 0.00               | 0.1%                 | \$464,908                 | 0.00               | 0.1%                 | (0.0%)       |
| South Cove Assoc 11                     | \$427,999            | 0.00               | 0.0%                 | \$422,212                 | 0.00               | 0.1%                 | (0.0%)       |
| Soundings Rector Park A                 | \$229,044            | 0.00               | 0.0%                 | \$225,949                 | 0.00               | 0.0%                 | (0.0%)       |
| The Regatta Site 10                     | \$522,556            | 0.00               | 0.1%                 | \$515,487                 | 0.00               | 0.1%                 | (0.0%)       |
| 2003 Debt Service Junior Payments       | \$6,282,063          | 0.00               | 0.7%                 | \$28,500,737              | 0.00               | 5.1%                 | (4.4%)       |
| 2003 Debt Service Senior Payments       | \$51,695,949         | 0.00               | 5.7%                 | \$61,388,059              | 0.00               | 10.9%                | (5.2%)       |
| BPCA Millenium Tower Security Fund 2A   | \$3,295,453          | 0.00               | 0.4%                 | \$3,250,845               | 0.00               | 0.6%                 | (0.2%)       |
| BPCA S 16/17 Riverhouse Security Fund   | \$7,002,061          | 0.00               | 0.8%                 | \$6,907,275               | 0.00               | 1.2%                 | (0.5%)       |
| BPCA Visionaire Security Fund           | \$4,263,981          | 0.00               | 0.5%                 | \$4,206,265               | 0.00               | 0.7%                 | (0.3%)       |
| BPCA Pier A Security Deposit Account    | \$0                  | 0.00               | 0.0%                 | \$0                       | 0.00               | 0.0%                 | -            |
| BPCA One Rector Park Security Fund      | \$1,046,451          | 0.00               | 0.1%                 | \$1,032,292               | 0.00               | 0.2%                 | (0.1%)       |
| BPCA Rector Square Security Fund Site D | \$240,969            | 0.00               | 0.0%                 | \$237,714                 | 0.00               | 0.0%                 | (0.0%)       |
| BPCA WFC TOWER C RETAIL RENT ESCROW     | \$271,695            | 0.00               | 0.0%                 | \$268,024                 | 0.00               | 0.0%                 | (0.0%)       |
| BPCA RIVER & WARREN SEC FUND - SITE 19A | \$6,448,889          | 0.00               | 0.7%                 | \$6,361,596               | 0.00               | 1.1%                 | (0.4%)       |
| BPCA NORTH COVE MARINA SECURITY FUND    | \$55,758             | 0.00               | 0.0%                 | \$55,008                  | 0.00               | 0.0%                 | (0.0%)       |
| BPCA 19C Pier A                         | \$3,662,279          | 0.00               | 0.4%                 | \$0                       | 0.00               | 0.0%                 | 0.4%         |
| BPCA Pier A Reserve Fund                | \$1,496,374          | 0.00               | 0.2%                 | \$0                       | 0.00               | 0.0%                 | 0.2%         |
| BPCA 2023B Pier A                       | \$10,524,570         | 0.00               | 1.2%                 | \$0                       | 0.00               | 0.0%                 | 1.2%         |
| BPCA 2023C Sustainable Taxable - Pie    | \$9,233,007          | 0.00               | 1.0%                 | \$0                       | 0.00               | 0.0%                 | 1.0%         |
| BPCA Transaction Pymt Sec Deposit       | \$504,488            | 0.00               | 0.1%                 | \$0                       | 0.00               | 0.0%                 | 0.1%         |
| <b>Subtotal of RAM Managed Accounts</b> | <b>\$113,499,399</b> | <b>0.00</b>        | <b>12.6%</b>         | <b>\$119,582,097</b>      | <b>0.00</b>        | <b>0.21</b>          | <b>-8.7%</b> |
| <b>Subtotal of Other BPCA Accounts</b>  | <b>\$597,105,447</b> | <b>0.00</b>        | <b>66.4%</b>         | <b>\$253,598,366</b>      | <b>0.00</b>        | <b>45.1%</b>         | <b>21.3%</b> |
| <b>GRAND TOTAL</b>                      | <b>\$899,670,804</b> | <b>0.00</b>        | <b>100.0%</b>        | <b>\$562,294,386</b>      | <b>0.00</b>        | <b>100.0%</b>        |              |

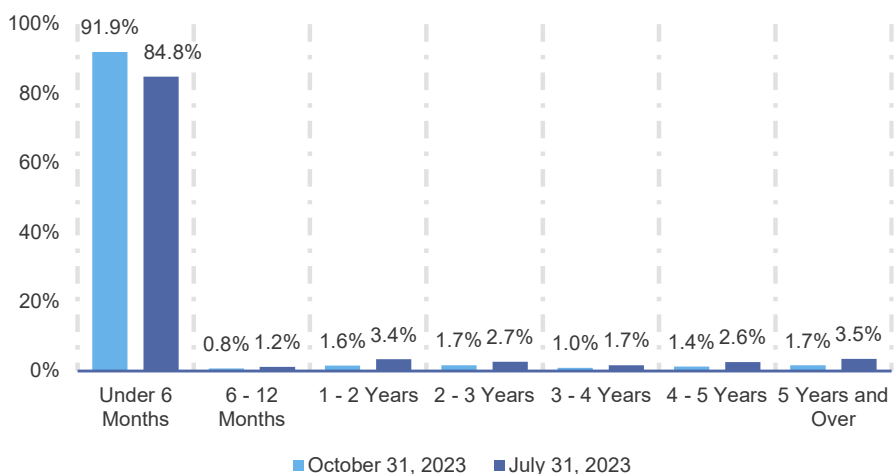
Notes:

1. "Total Market Value" includes accrued interest and cash balances held at the bank.
2. Highlighted funds are managed by Ramirez Asset Management ("RAM"). Market values for these funds are provided by RAM.

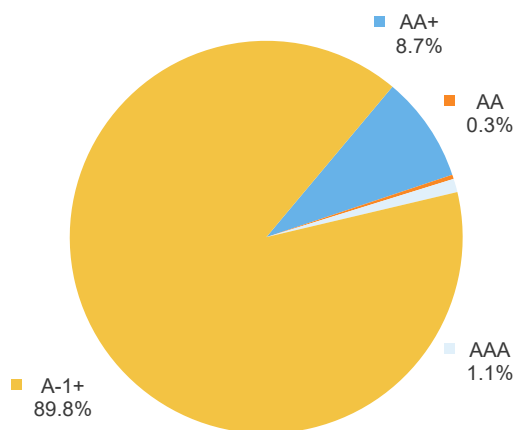
# Aggregate Portfolio Summary: PFM Asset Management

| Security Type <sup>1</sup>                       | October 31, 2023     | % of Advisor | % of Total Portfolio | Effective Duration | July 31, 2023        | % of Advisor  | % of Total Portfolio | Effective Duration | QoQ Change (% of Advisor) |
|--------------------------------------------------|----------------------|--------------|----------------------|--------------------|----------------------|---------------|----------------------|--------------------|---------------------------|
| U.S. Treasuries                                  | \$771,113,793        | 98.1%        | 88.2%                | 0.28               | \$427,398,498        | 96.5%         | 82.1%                | 0.53               | 1.5%                      |
| Federal Agencies and Instrumentalities (non-MBS) | \$10,469,184         | 1.3%         | 1.2%                 | 1.21               | \$10,403,769         | 2.4%          | 2.0%                 | 1.46               | (1.0%)                    |
| Commercial Paper                                 | \$0                  | 0.0%         | 0.0%                 | 0.00               | \$0                  | 0.0%          | 0.0%                 | 0.00               | -                         |
| Municipals                                       | \$3,774,207          | 0.5%         | 0.4%                 | 1.45               | \$3,789,374          | 0.9%          | 0.7%                 | 1.69               | (0.4%)                    |
| Government MBS <sup>2</sup>                      | \$731,981            | 0.1%         | 0.1%                 | 2.87               | \$786,600            | 0.2%          | 0.2%                 | 2.86               | (0.1%)                    |
| Cash                                             | \$82,242             | 0.0%         | 0.0%                 | 0.00               | \$334,048            | 0.1%          | 0.1%                 | 0.00               | (0.1%)                    |
| <b>Totals</b>                                    | <b>\$786,171,406</b> | <b>100%</b>  | <b>90.0%</b>         | <b>0.30</b>        | <b>\$442,712,289</b> | <b>100.0%</b> | <b>85.0%</b>         | <b>0.57</b>        |                           |

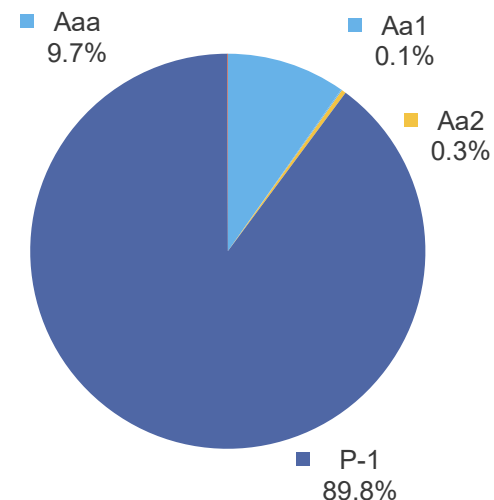
**Maturity Distribution  
as of 10/31/2023**



**Credit Quality (S&P)  
as of 10/31/2023**



**Credit Quality (Moody's)  
as of 10/31/2023**



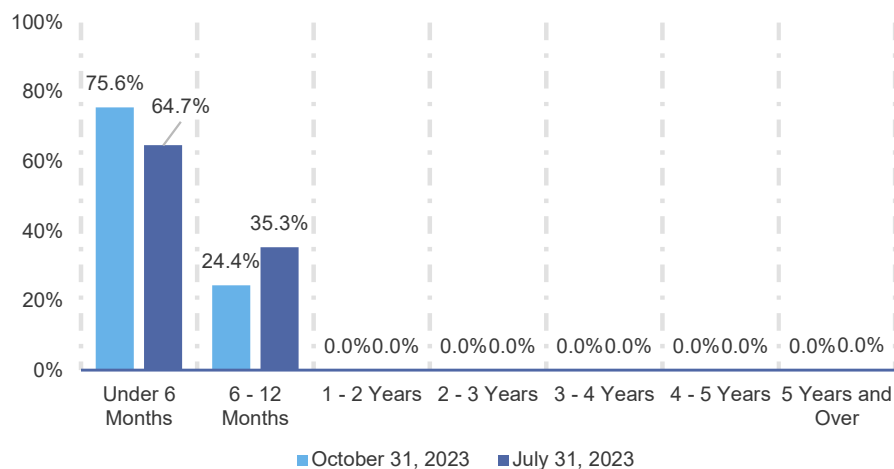
**Notes:**

1. Market Value includes accrued interest but does not include cash balances held at the bank.
2. Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.
3. NR holdings are not rated by S&P but rated by Moody's and are in compliance with BPCA's investment policy.

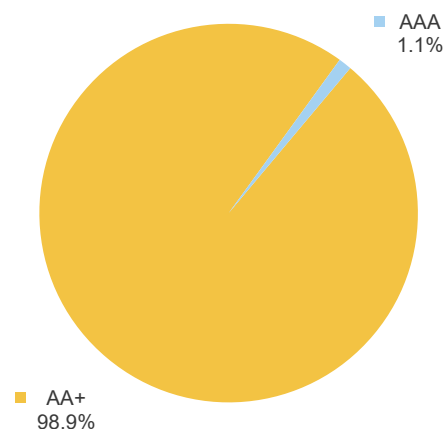
# Aggregate Portfolio Summary: Ramirez Asset Management

| Security Type <sup>1</sup>                       | October 31, 2023     | % of Advisor | % of Total Portfolio | Effective Duration | July 31, 2023        | % of Advisor  | % of Total Portfolio | Effective Duration | QoQ Change (% of Advisor) |
|--------------------------------------------------|----------------------|--------------|----------------------|--------------------|----------------------|---------------|----------------------|--------------------|---------------------------|
| U.S. Treasuries                                  | \$86,610,801         | 76.3%        | 9.6%                 | 0.00               | \$76,998,042         | 64.4%         | 13.7%                | 0.48               | 11.9%                     |
| Federal Agencies and Instrumentalities (non-MBS) | \$0                  | 0.0%         | 0.0%                 | 0.00               | \$0                  | 0.0%          | 0.0%                 | 0.00               | -                         |
| Commercial Paper                                 | \$0                  | 0.0%         | 0.0%                 | 0.00               | \$0                  | 0.0%          | 0.0%                 | 0.00               | -                         |
| Municipals                                       | \$1,001,930          | 0.9%         | 0.1%                 | 0.00               | \$987,945            | 0.8%          | 0.2%                 | 0.25               | 0.1%                      |
| Government MBS <sup>2</sup>                      | \$15,656             | 0.0%         | 0.0%                 | 0.00               | \$17,705             | 0.0%          | 0.0%                 | 1.37               | (0.0%)                    |
| Cash                                             | \$25,871,012         | 22.8%        | 2.9%                 | 0.00               | \$41,578,405         | 34.8%         | 7.4%                 | 0.00               | (12.0%)                   |
| <b>Totals</b>                                    | <b>\$113,499,399</b> | <b>100%</b>  | <b>12.6%</b>         | <b>0.00</b>        | <b>\$119,582,097</b> | <b>100.0%</b> | <b>21.3%</b>         | <b>0.48</b>        |                           |

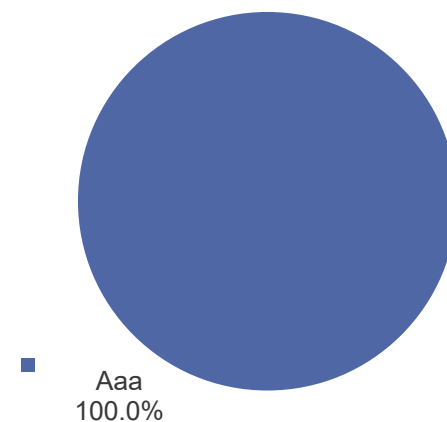
**Maturity Distribution  
as of 10/31/2023**



**Credit Quality (S&P)  
as of 10/31/2023**



**Credit Quality (Moody's)  
as of 10/31/2023**



**Notes:**

- Market Value includes accrued interest but does not include cash balances held at the bank.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.

# Portfolio Earnings – PFMAM-Managed Accounts

| <b>Portfolio Earnings</b><br><i>Quarter-Ended October 31, 2023</i> |                                        |                                       |
|--------------------------------------------------------------------|----------------------------------------|---------------------------------------|
|                                                                    | <b>Market Value Basis <sup>3</sup></b> | <b>Accrual (Amortized Cost) Basis</b> |
| Beginning Value - July 2023 <sup>1</sup>                           | \$442,001,095                          | \$442,378,241                         |
| Net Purchases (Sales)                                              | \$340,006,484                          | \$340,006,484                         |
| Change in Value                                                    | \$3,613,203                            | \$3,704,438                           |
| Ending Value - October 2023 <sup>1</sup>                           | \$785,620,782                          | \$786,089,164                         |
| Net Income <sup>2</sup>                                            | \$3,153,622                            | \$3,409,910                           |
| Portfolio Earnings                                                 | \$6,766,825                            | \$7,114,348                           |

Notes:

1. Beginning and ending Values exclude accrued income and cash balances at the bank.
2. Interest earned includes coupon income paid, change in beginning and ending accruals, and purchased/sold accrued interest.
3. A negative change in market value does not mean a realized loss. Losses are not realized until security/securities are sold.

# Portfolio Earnings – Ramirez-Managed Accounts

| <b>Portfolio Earnings</b><br><i>Quarter-Ended October 31, 2023</i> |                                           |                                                    |
|--------------------------------------------------------------------|-------------------------------------------|----------------------------------------------------|
|                                                                    | <b>Market Value Basis <sup>1, 4</sup></b> | <b>Accrual (Amortized Cost) Basis <sup>2</sup></b> |
| Beginning Value - July 2023                                        | \$77,701,539.36                           | \$77,320,819                                       |
| Net Purchases (Sales)                                              | \$8,885,455.03                            | \$8,885,455                                        |
| Change in Value                                                    | \$969,739.69                              | \$356,357                                          |
| Ending Value - October 2023                                        | \$87,556,734.08                           | \$86,562,631                                       |
| Net Income <sup>3</sup>                                            | \$313,811.43                              | \$313,811                                          |
| Portfolio Earnings                                                 | \$1,283,551.12                            | \$670,168                                          |

Notes:

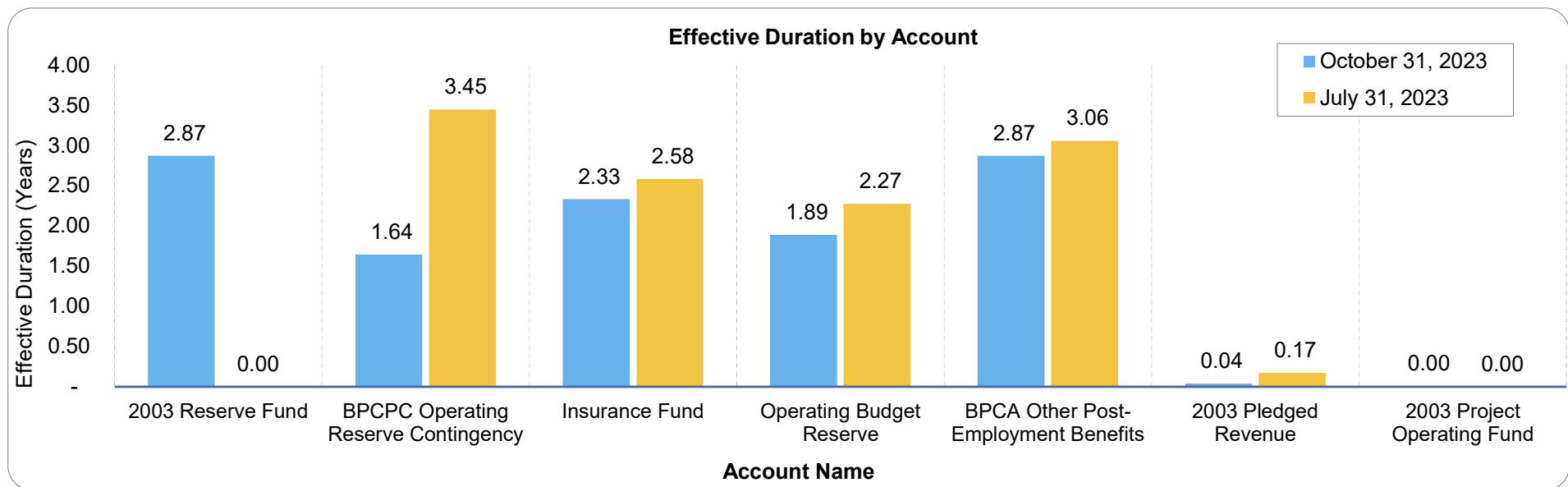
1. Underlying data for Market Value Basis supplied by Advent APX, values exclude accrued income and cash balances at the bank.
2. Accrual (Amortized Cost) Basis data provided by custodian, BNY-Mellon.
3. Net Income includes coupon income paid, change in beginning and ending accruals, and purchased/sold accrued interest.
4. A negative change in market value does not mean a realized loss. Losses are not realized until security/securities are sold.

# **III. Total Return Performance Attributes**



# Total Return Portfolio Attributes

|                                        | Effective Duration (in years) |               | Yield To Maturity - At Market |               | Yield To Maturity - On Cost |               |
|----------------------------------------|-------------------------------|---------------|-------------------------------|---------------|-----------------------------|---------------|
|                                        | October 31, 2023              | July 31, 2023 | October 31, 2023              | July 31, 2023 | October 31, 2023            | July 31, 2023 |
| <b>Longer Term Investment Strategy</b> |                               |               |                               |               |                             |               |
| 2003 Reserve Fund                      | 2.87                          | 0.00          | 5.75%                         | 5.25%         | 5.54%                       | 5.03%         |
| BPCPC Operating Reserve Contingency    | 1.64                          | 3.45          | 3.81%                         | 4.46%         | 3.36%                       | 1.57%         |
| Insurance Fund                         | 2.33                          | 2.58          | 4.84%                         | 4.67%         | 2.08%                       | 1.89%         |
| Operating Budget Reserve               | 1.89                          | 2.27          | 4.37%                         | 4.62%         | 2.47%                       | 1.84%         |
| BPCA Other Post-Employment Benefits    | 2.87                          | 3.06          | 5.13%                         | 4.69%         | 1.86%                       | 1.82%         |
| <b>Short Term Investment Strategy</b>  |                               |               |                               |               |                             |               |
| 2003 Pledged Revenue                   | 0.04                          | 0.17          | 4.97%                         | 5.06%         | 5.29%                       | 5.19%         |
| 2003 Project Operating Fund            | 0.00                          | 0.00          | 4.87%                         | 4.35%         | 5.30%                       | 5.16%         |



BPCPC Other Post Employment Benefits holdings were transferred and consolidated with BPCA Other Post Employment Benefits holdings on December 23, 2021

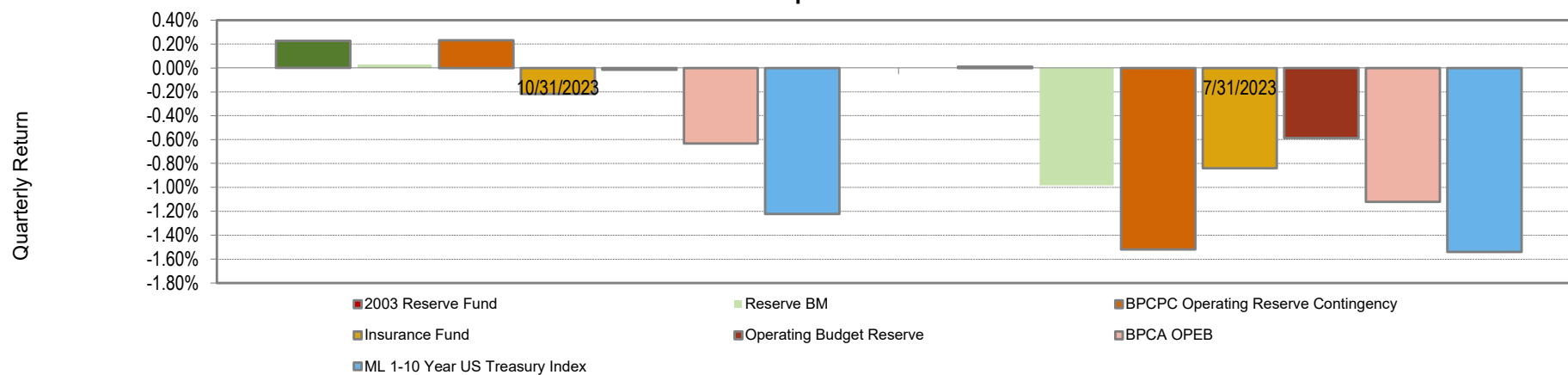
# **Portfolios Managed with a Longer-Term Investment Strategy**



# Longer-Term Investment Strategy

| Total Return <sup>1,2,4,5</sup>                  | October 31, 2023 | Annualized Quarter | Annualized Since Inception <sup>5</sup> |
|--------------------------------------------------|------------------|--------------------|-----------------------------------------|
| 2003 Reserve Fund                                | 0.23%            | 0.90%              | 2.58%                                   |
| <b>BM: BAML 1-5 Year US Treasury Note Index</b>  | 0.03%            | 0.12%              | 2.38%                                   |
| BPCPC Operating Reserve Contingency              | 0.23%            | 0.92%              | 2.74%                                   |
| Insurance Fund                                   | (0.22%)          | -0.86%             | 2.68%                                   |
| Operating Budget Reserve                         | (0.01%)          | -0.05%             | 2.81%                                   |
| <b>BM: BAML 1-10 Year US Treasury Note Index</b> | (1.22%)          | -4.77%             | 2.38%                                   |
| BPCA Other Post-Employment Benefits              | (0.63%)          | -2.48%             | 2.04%                                   |
| <b>BM: BAML 1-10 Year US Treasury Note Index</b> | (1.22%)          | -4.77%             | 1.74%                                   |
| BPCPC Other Post-Employment Benefits             | 0.00%            | 0.00%              | 1.99%                                   |
| <b>BM: BAML 1-10 Year US Treasury Note Index</b> | (1.22%)          | -4.77%             | 1.37%                                   |

Performance Comparison

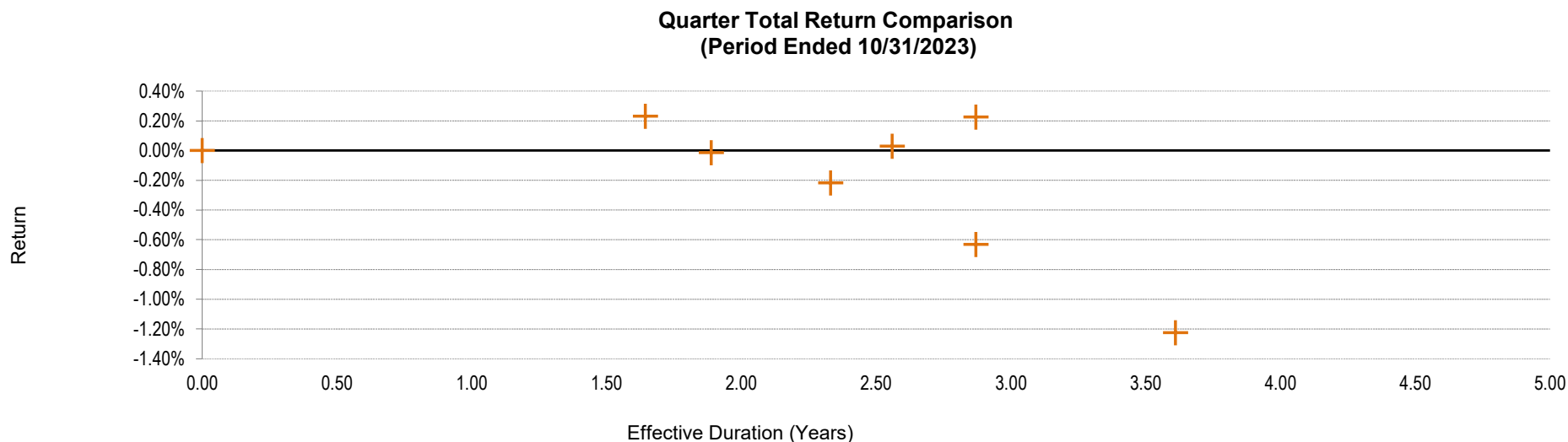


Notes:

- Performance on trade-date basis, gross-of-fees in accordance with the CFA Institute's Global Investment Performance Standards.
- 2003 Reserve Fund, Operating Budget Reserve, Insurance Fund, and the Operating Reserve Contingency Funds temporarily suspended their investment strategies from June 2019 to December 2019 due to 2019 bond funding.
- Bank of America/Merrill Lynch (BAML) indices provided by Bloomberg Financial Markets. The total returns shown for periods longer than a year are the annualized returns for the stated period.
- Duration is the change in the value of a security that will result from a 1% change in interest rates, stated in years.
- Periodic performance numbers are presented both as the periodic return and on an annualized basis. The annualized return assumes the periodic return is compounded at the same rate and is presented for reference only. The actual annual return will be the result of chaining the most recent four quarterly returns.
- Since inception performance for all portfolios other than 'BPCA Other Post Employment Benefits' and 'BPCPC Other Post Employment Benefits' is calculated from January 31, 2006 to present. For the 'Reserve Fund,' the inception of the BAML 1-5 Year Treasury Index as the performance benchmark is July 31, 2013. For prior periods, the BAML 1-10 Year Treasury Index was utilized. Since inception performance for the 'BPCA Other Post Employment Benefits' is calculated from January 31, 2008 to present. Since inception performance for the 'BPCPC Other Post Employment Benefits' is calculated from February 12, 2010 to present.
- BPCPC Other Post Employment Benefits holdings were transferred and consolidated with BPCA Other Post Employment Benefits holdings on December 23, 2021

# Longer Term Investment Strategy

| Effective Duration (in years) <sup>3</sup>       | October 31, 2023 | July 31, 2023 |
|--------------------------------------------------|------------------|---------------|
| 2003 Reserve Fund                                | 2.87             | 0.00          |
| <b>BM: BAML 1-5 Year US Treasury Note Index</b>  | <b>2.56</b>      | <b>2.50</b>   |
| BPCPC Operating Reserve Contingency              | 1.64             | 3.45          |
| Insurance Fund                                   | 2.33             | 2.58          |
| Operating Budget Reserve                         | 1.89             | 2.27          |
| BPCA Other Post-Employment Benefits              | 2.87             | 3.06          |
| BPCPC Other Post-Employment Benefits             | 0.00             | 0.00          |
| <b>BM: BAML 1-10 Year US Treasury Note Index</b> | <b>3.61</b>      | <b>3.74</b>   |

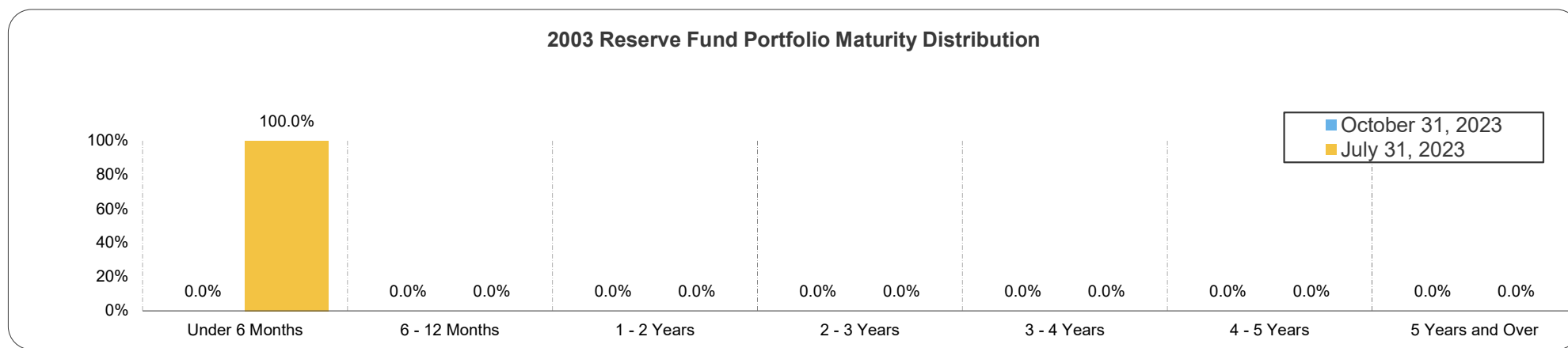


## Notes:

1. Performance on trade-date basis, gross-of-fees in accordance with the CFA Institute's Global Investment Performance Standards.
2. 2003 Reserve Fund, Operating Budget Reserve, Insurance Fund, and the Operating Reserve Contingency Funds temporarily suspended their investment strategies from June 2019 to December 2019 due to 2019 bond funding.
3. Bank of America/Merrill Lynch (BAML) indices provided by Bloomberg Financial Markets. The total returns shown for periods longer than a year are the annualized returns for the stated period.
4. Duration is the change in the value of a security that will result from a 1% change in interest rates, stated in years.
5. Periodic performance numbers are presented both as the periodic return and on an annualized basis. The annualized return assumes the periodic return is compounded at the same rate and is presented for reference only. The actual annual return will be the result of chaining the most recent four quarterly returns.
6. Since inception performance for all portfolios other than 'BPCA Other Post Employment Benefits' and 'BPCPC Other Post Employment Benefits' is calculated from January 31, 2006 to present. For the 'Reserve Fund,' the inception of the BAML 1-5 Year Treasury Index as the performance benchmark is July 31, 2013. For prior periods, the BAML 1-10 Year Treasury Index was utilized. Since inception performance for the 'BPCA Other Post Employment Benefits' is calculated from January 31, 2008 to present. Since inception performance for the 'BPCPC Other Post Employment Benefits' is calculated from February 12, 2010 to present.
7. BPCPC Other Post Employment Benefits holdings were transferred and consolidated with BPCA Other Post Employment Benefits holdings on December 23, 2021.

# 2003 Reserve Fund Portfolio

| Security Type <sup>1</sup>                       | October 31, 2023 | % of Portfolio | July 31, 2023       | % of Portfolio | QoQ % Change |
|--------------------------------------------------|------------------|----------------|---------------------|----------------|--------------|
| U.S. Treasuries                                  | \$0              | 0.0%           | \$33,348,137        | 100.0%         | (100.0%)     |
| Federal Agencies and Instrumentalities (non-MBS) | \$0              | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Commercial Paper                                 | \$0              | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Municipal Obligations                            | \$0              | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Government MBS                                   | \$0              | 0.0%           | \$0                 | 0.0%           | (0.0%)       |
| Cash                                             | \$0              | 0.0%           | \$5,374             | 0.0%           | (0.0%)       |
| <b>Totals</b>                                    | <b>\$0</b>       | <b>0.0%</b>    | <b>\$33,353,512</b> | <b>100.0%</b>  |              |



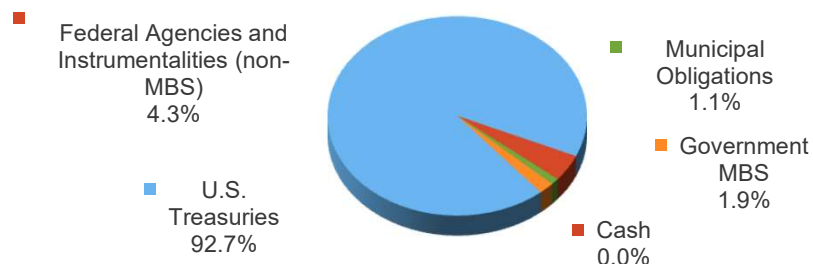
**Notes:**

1. End of quarter trade-date market values of portfolio holdings, including accrued interest.
2. Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.

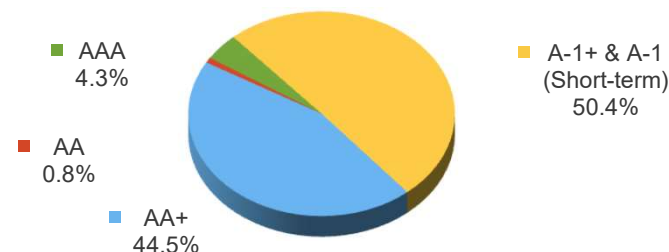
# BPCPC Operating Portfolio

| Security Type <sup>1</sup>                       | October 31, 2023    | % of Portfolio | July 31, 2023      | % of Portfolio | QoQ % Change |
|--------------------------------------------------|---------------------|----------------|--------------------|----------------|--------------|
| U.S. Treasuries                                  | \$12,585,934        | 92.7%          | \$6,055,698        | 85.7%          | 7.1%         |
| Federal Agencies and Instrumentalities (non-MBS) | \$584,973           | 4.3%           | \$586,307          | 8.3%           | (4.0%)       |
| Commercial Paper                                 | \$0                 | 0.0%           | \$0                | 0.0%           | 0.0%         |
| Municipal Obligations                            | \$144,159           | 1.1%           | \$145,870          | 2.1%           | (1.0%)       |
| Government MBS                                   | \$258,054           | 1.9%           | \$276,875          | 3.9%           | (2.0%)       |
| Cash                                             | \$391               | 0.0%           | \$4,582            | 0.1%           | (0.1%)       |
| <b>Totals</b>                                    | <b>\$13,573,511</b> | <b>100.0%</b>  | <b>\$7,069,331</b> | <b>100.0%</b>  |              |

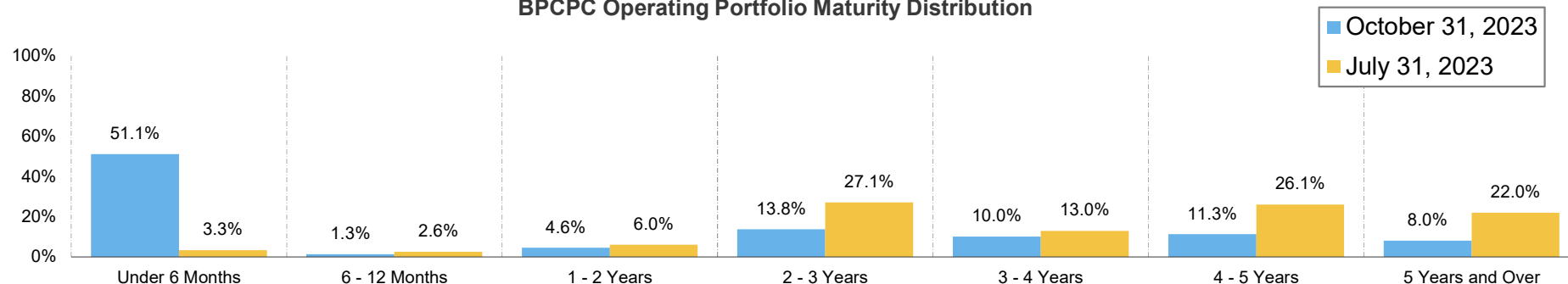
**Portfolio Composition as of 10/31/2023**



**Credit Quality Distribution as of 10/31/2023**



**BPCPC Operating Portfolio Maturity Distribution**



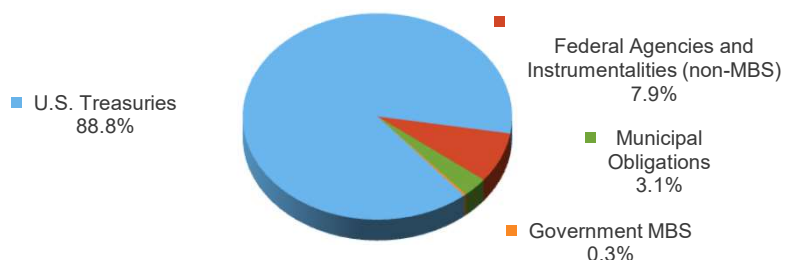
**Notes:**

- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.

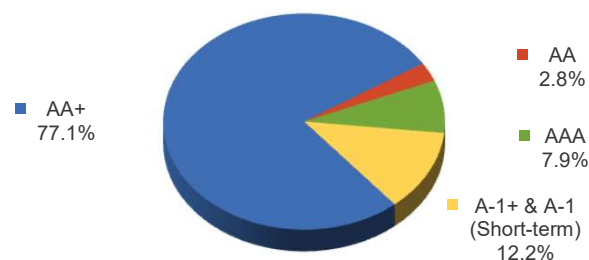
# Insurance Fund Portfolio

| Security Type <sup>1</sup>                       | October 31, 2023   | % of Portfolio | July 31, 2023      | % of Portfolio | QoQ % Change |
|--------------------------------------------------|--------------------|----------------|--------------------|----------------|--------------|
| U.S. Treasuries                                  | \$5,206,858        | 88.8%          | \$5,216,248        | 88.7%          | 0.0%         |
| Federal Agencies and Instrumentalities (non-MBS) | \$462,742          | 7.9%           | \$461,198          | 7.8%           | 0.0%         |
| Commercial Paper                                 | \$0                | 0.0%           | \$0                | 0.0%           | 0.0%         |
| Municipal Obligations                            | \$180,614          | 3.1%           | \$181,704          | 3.1%           | (0.0%)       |
| Government MBS                                   | \$15,611           | 0.3%           | \$17,254           | 0.3%           | (0.0%)       |
| Cash                                             | \$834              | 0.0%           | \$3,035            | 0.1%           | (0.0%)       |
| <b>Totals</b>                                    | <b>\$5,866,659</b> | <b>100.0%</b>  | <b>\$5,879,438</b> | <b>100.0%</b>  |              |

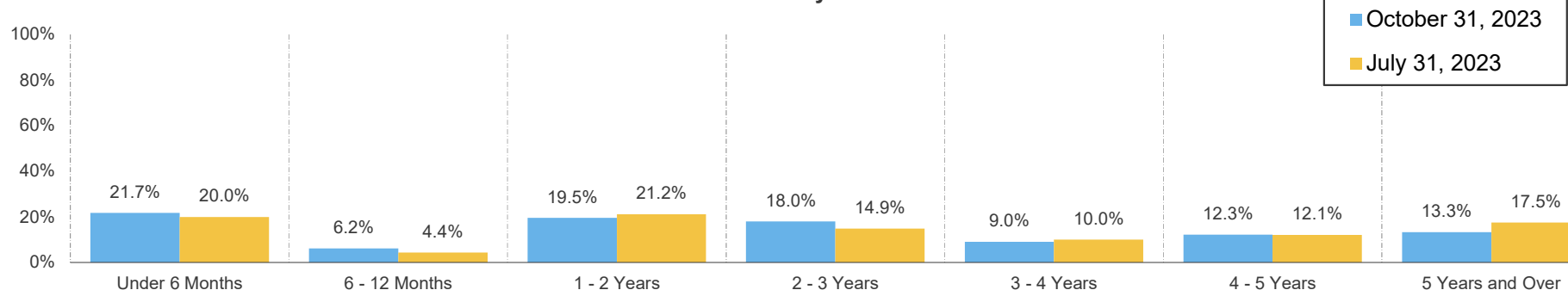
Portfolio Composition as of 10/31/2023



Credit Quality Distribution as of 10/31/2023



Insurance Fund Maturity Distribution



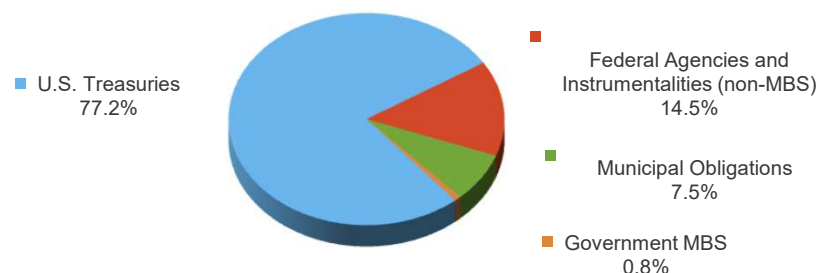
Notes:

- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.

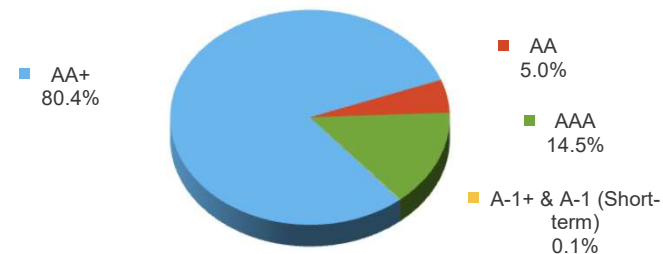
# BPCA OPEB Portfolio

| Security Type <sup>1</sup>                       | October 31, 2023    | % of Portfolio | July 31, 2023       | % of Portfolio | QoQ % Change |
|--------------------------------------------------|---------------------|----------------|---------------------|----------------|--------------|
| U.S. Treasuries                                  | \$30,792,426        | 77.2%          | \$30,999,731        | 77.2%          | (0.0%)       |
| Federal Agencies and Instrumentalities (non-MBS) | \$5,795,474         | 14.5%          | \$5,764,945         | 14.4%          | 0.2%         |
| Commercial Paper                                 | \$0                 | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Municipal Obligations                            | \$2,996,336         | 7.5%           | \$3,005,140         | 7.5%           | 0.0%         |
| Government MBS                                   | \$304,843           | 0.8%           | \$328,450           | 0.8%           | (0.1%)       |
| Cash                                             | \$804               | 0.0%           | \$45,057            | 0.1%           | (0.1%)       |
| <b>Totals</b>                                    | <b>\$39,889,882</b> | <b>100.0%</b>  | <b>\$40,143,323</b> | <b>100.0%</b>  |              |

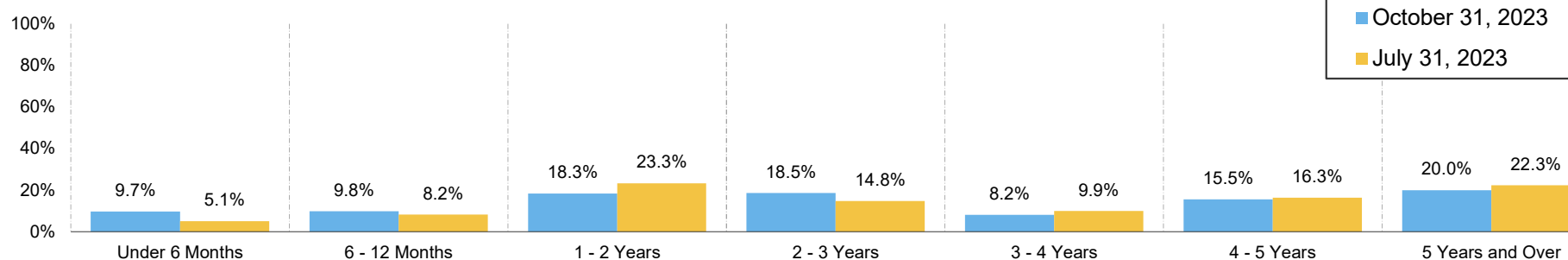
Portfolio Composition as of 10/31/2023



Credit Quality Distribution as of 10/31/2023



BPCA OPEB Maturity Distribution



Notes:

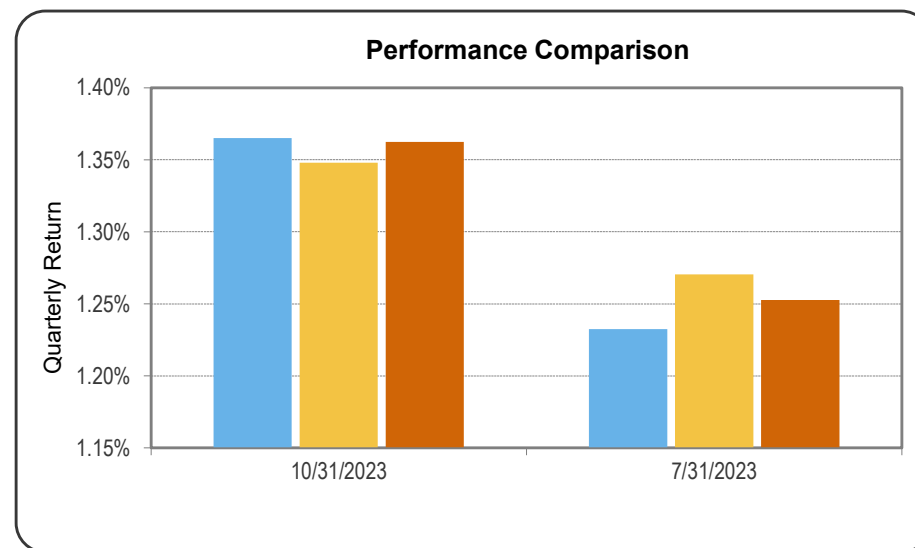
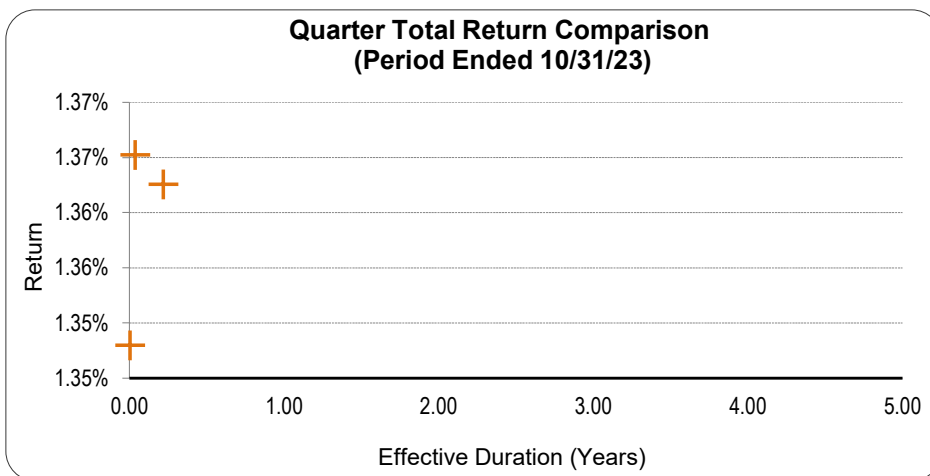
- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.
- NR holdings are not rated by S&P, but rated by Moody's and are in compliance with BPCA's investment policy.
- BPCPC Other Post Employment Benefits holdings were transferred and consolidated with BPCA Other Post Employment Benefits holdings on December 23, 2021

# **Portfolios Managed with a Shorter-Term Investment Strategy**



# Shorter-Term Investment Strategy

| Total Return <sup>1,2,4,5</sup>            |                                                | October 31, 2023 | Annualized Since Inception <sup>5</sup> |
|--------------------------------------------|------------------------------------------------|------------------|-----------------------------------------|
| ■                                          | 2003 Pledged Revenue                           | 1.37%            | 1.38%                                   |
| ■                                          | 2003 Project Operating Fund                    | 1.35%            | 1.38%                                   |
| ■                                          | <b>BM: BAML 3 Month US Treasury Bill Index</b> | <b>1.36%</b>     | <b>1.33%</b>                            |
| Effective Duration (in years) <sup>3</sup> |                                                | October 31, 2023 | July 31, 2023                           |
| ■                                          | 2003 Pledged Revenue                           | 0.04             | 0.17                                    |
| ■                                          | 2003 Project Operating Fund                    | 0.00             | 0.00                                    |
| ■                                          | <b>BM: BAML 3-Month US Treasury Bill Index</b> | <b>0.22</b>      | <b>0.15</b>                             |



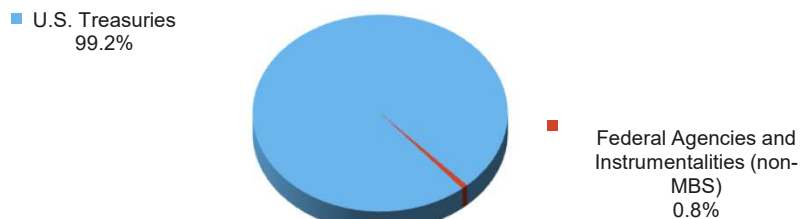
## Notes:

1. Performance on trade-date basis, gross-of-fees in accordance with the CFA Institute's Global Investment Performance Standards.
2. Bank of America/Merrill Lynch (BAML) indices provided by Bloomberg Financial Markets. The total returns shown for periods longer than a year are the annualized returns for the stated period.
3. Duration is the change in the value of a security that will result from a 1% change in interest rates, stated in years.
4. Periodic performance numbers are presented both as the periodic return and on an annualized basis. The annualized return assumes the periodic return is compounded at the same rate and is presented for reference only. The actual annual return will be the result of chaining the most recent four quarterly returns.
5. Since inception performance is calculated from January 31, 2006 to present.

# 2003 Pledged Revenue

| Security Type <sup>1</sup>                       | October 31, 2023     | % of Portfolio | July 31, 2023        | % of Portfolio | QoQ % Change |
|--------------------------------------------------|----------------------|----------------|----------------------|----------------|--------------|
| U.S. Treasuries                                  | \$204,219,521        | 99.2%          | \$184,985,923        | 99.0%          | 0.2%         |
| Federal Agencies and Instrumentalities (non-MBS) | \$1,646,289          | 0.8%           | \$1,623,271          | 0.9%           | (0.1%)       |
| Commercial Paper                                 | \$0                  | 0.0%           | \$0                  | 0.0%           | 0.0%         |
| Municipal Obligations                            | \$0                  | 0.0%           | \$0                  | 0.0%           | 0.0%         |
| Government MBS                                   | \$0                  | 0.0%           | \$0                  | 0.0%           | 0.0%         |
| Cash                                             | \$626                | 0.0%           | \$200,856            | 0.1%           | (0.1%)       |
| <b>Totals</b>                                    | <b>\$205,866,435</b> | <b>100.0%</b>  | <b>\$186,810,051</b> | <b>100.0%</b>  |              |

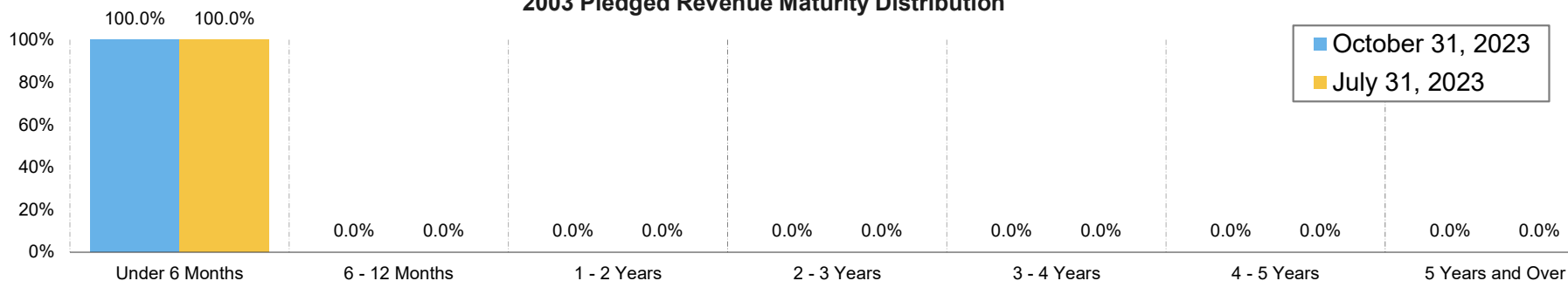
Portfolio Composition as of 10/31/2023



Credit Quality Distribution as of 10/31/2023



2003 Pledged Revenue Maturity Distribution



Notes:

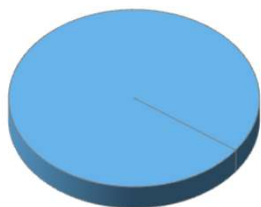
- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.

# 2003 Project Operating Fund Portfolio

| Security Type <sup>1</sup>                       | October 31, 2023    | % of Portfolio | July 31, 2023       | % of Portfolio | QoQ % Change |
|--------------------------------------------------|---------------------|----------------|---------------------|----------------|--------------|
| U.S. Treasuries                                  | \$10,892,097        | 100.0%         | \$10,961,233        | 100.0%         | (0.0%)       |
| Federal Agencies and Instrumentalities (non-MBS) | \$0                 | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Commercial Paper                                 | \$0                 | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Municipal Obligations                            | \$0                 | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Government MBS                                   | \$0                 | 0.0%           | \$0                 | 0.0%           | 0.0%         |
| Cash                                             | \$989               | 0.0%           | \$399               | 0.0%           | 0.0%         |
| <b>Totals</b>                                    | <b>\$10,893,086</b> | <b>100.0%</b>  | <b>\$10,961,633</b> | <b>100.0%</b>  |              |

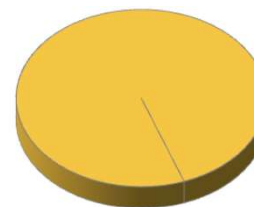
**Portfolio Composition  
as of 10/31/23**

■ U.S. Treasuries  
100%

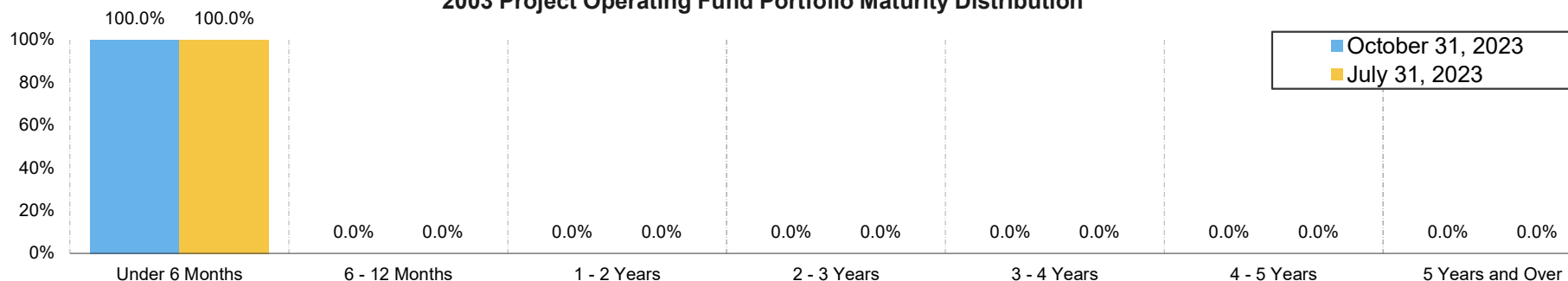


**Credit Quality Distribution  
as of 10/31/23**

■ A-1+ & A-1  
(Short-term)  
100.0%



**2003 Project Operating Fund Portfolio Maturity Distribution**



**Notes:**

- End of quarter trade-date market values of portfolio holdings, including accrued interest.
- Government MBS includes Freddie Mac, Fannie Mae, Ginnie Mae, and Small Business Administration MBS.

## IV. Market Commentary



## Summary

► The third quarter was characterized by the consumer continuing to spend, supported by rising wages and a strong labor market. The potential for additional monetary policy tightening by the Federal Reserve (Fed) remains possible in light of the Fed's projections for stronger gross domestic product (GDP) growth, higher inflation, and slightly lower unemployment for the balance of the year. As interest rates climbed to recent highs, equity markets declined from calendar year highs and modest de-risking swept markets near quarter-end.

► After initially showing signs of cooling in July, U.S. inflation (as measured by CPI) posted two straight large monthly increases in August and September, rising by 0.6% and 0.4% month-over-month (MoM) respectively. The August reading was the biggest monthly increase of 2023 as higher shelter costs and rising energy prices fed much of the gain. Core inflation, which excludes food and energy, continues to moderate, rising 4.1% year-over-year, down from 4.3% in August and 4.7% in July.

► The Fed met twice during Q3, increasing the target rate 25 basis points (bps) in July to a new range of 5.25% to 5.50% while holding that range steady following the September meeting. Despite the pause in September, the post-meeting dot plot projections dominated headlines as calendar year end 2024 and 2025 median rate expectations were adjusted higher by 50 bps each, highlighting the reality of a potentially "higher for much longer" interest rate environment.

► Equity markets declined off their intra-quarter and year-to-date (YTD) highs largely in response to the increased outlook for an extended period of higher yields. The S&P 500 Index closed the quarter down 3.3%, although YTD is still up over 13%.

## Economic Snapshot

► Real GDP increased at an annual rate of 2.1% in Q2 2023. Although slightly slower than the Q1 2023 final release of 2.2%, Q2 growth was much higher than originally expected in July and as a result caused the Fed to double their growth projections for calendar year 2023 to 2.1% from 1.0% three months ago.

► Consumer spending was revised significantly lower to a 0.8% annualized rate, down from the 1.7% in the previous estimate. Stronger business fixed investment helped offset the slowdown in consumer spending, buoying the headline GDP figure. The consumer's ability to continue to carry the economy remains the center of attention as headwinds begin to mount, including higher prices at the pump, increasing shelter costs, slowing wage growth, the depletion of additional savings accumulated during the pandemic, and the looming reinstatement of student loan payments.

► A strong U.S. labor market remains a tailwind to economic growth and consumer outlooks. Over the quarter, the U.S. economy added 799,000 new jobs, besting the Q2 rate of 603,000 while remaining well above the pre-COVID pace. The unemployment rate (3.8%) remains near all-time lows and the labor force participation rate also trended upward and is now at the highest level since the pandemic.

## Interest Rates

► U.S. Treasury yields increased across the entire curve during Q3, with most tenors closing the quarter at multi-decade highs. While the yield curve still remains deeply inverted due to yields on the front end reacting to several quarters of Fed rate increases, more recent yield increases have been led by longer maturities.

► Over the quarter, the yield on a 2-, 10-, and 30-year U.S. Treasury security increased 15 bps, 73 bps, and 84 bps, respectively, while the yield on a 3-month U.S. Treasury Bill increased only 5 bps. The increase in the 30-year yield marked the largest quarterly increase in more than 14 years. Along with the steepening of the curve, the inversion of the yield curve became less severe by quarter-end. After reaching a low of -108 bps in early July, the yield difference between the 2- and 10-year U.S. Treasury yield closed the quarter at -47 bps.

► As a result of higher absolute yields on longer-maturity tenors, U.S. Treasury indexes with durations greater than three years posted negative total returns in Q3. The ICE BofA 5-, 10-, and 30-year U.S. Treasury indices returned -1.26%, -5.15%, and -12.75% respectively. On the flipside, along with relatively muted rate increases over the quarter, short-duration indices posted positive total returns, as higher income more than offset negative price impacts. The ICE BofA 3-month, 1-, and 2-year U.S. Treasury indexes returned +1.31%, +1.21%, and +0.54% respectively.

## Sector Performance

► Diversification away from U.S. Treasury securities was generally additive to fixed-income performance during Q3 as spreads across most sectors tightened or remained relatively stable. Broadly, lower quality and longer duration securities outperformed their higher quality and shorter-term counterparts.

► Investment-grade (IG) corporates eked out positive excess returns for the quarter as modest spread widening was offset by higher incremental income, underscoring the attractive total return attributes of the sector in the current environment. Even with sector spreads widening, higher yields and elevated income in the sector helped offset those negative price returns. Financial issuers and lower-rated credit issuers outperformed their industrial and higher-quality counterparts notably during Q3 as lingering spread tightening continued from mid-March waxes.

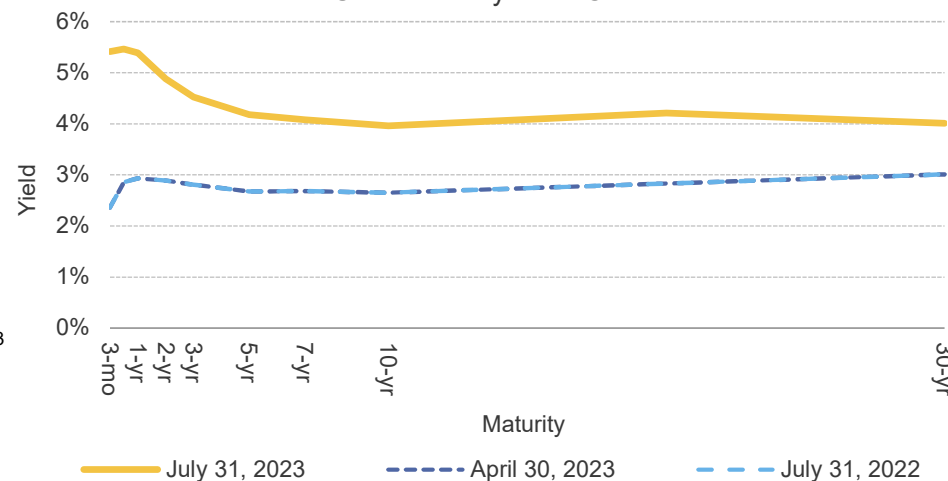
► AAA-rated asset-backed securities (ABS) performed exceedingly well in Q3 as spreads tightened marginally over the quarter on strong consumer sentiment and robust investor appetite for the sector.

## Interest Rate Overview

U.S. Treasury Note Yields



U.S. Treasury Yield Curve



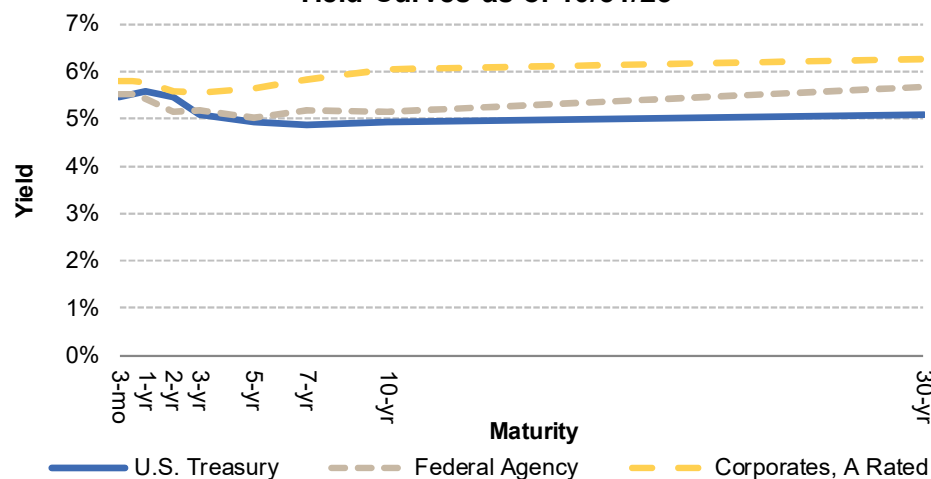
U.S. Treasury Yields

| Maturity | Oct '23 | Jul '23 | Change over Quarter | Oct '22 | Change over Year |
|----------|---------|---------|---------------------|---------|------------------|
| 3-month  | 5.47%   | 5.42%   | 0.05%               | 4.07%   | 1.40%            |
| 1-year   | 5.46%   | 5.39%   | 0.07%               | 4.64%   | 0.82%            |
| 2-year   | 5.09%   | 4.88%   | 0.21%               | 4.49%   | 0.60%            |
| 5-year   | 4.86%   | 4.18%   | 0.68%               | 4.23%   | 0.63%            |
| 10-year  | 4.93%   | 3.96%   | 0.97%               | 4.05%   | 0.88%            |
| 30-year  | 5.10%   | 4.01%   | 1.09%               | 4.17%   | 0.93%            |

LIBOR Rates

| Maturity | Oct '23 | July '23 | Change over Quarter | Oct '22 | Change over Year |
|----------|---------|----------|---------------------|---------|------------------|
| 3-month  | 5.66%   | 5.58%    | 0.08%               | 4.41%   | 1.25%            |
| 1-year   | N/A     | N/A      | N/A                 | 5.19%   | N/A              |

Yield Curves as of 10/31/23



| Labor Market                  |          | Latest  | Jul '23 | Oct '22 |
|-------------------------------|----------|---------|---------|---------|
| Unemployment Rate             | Oct'23   | 3.9%    | 3.5%    | 3.7%    |
| Change In Non-Farm Payrolls   | Oct'23   | 150,000 | 236,000 | 324,000 |
| Average Hourly Earnings (YoY) | Oct'23   | 4.1%    | 4.3%    | 4.9%    |
| Personal Income (YoY)         | Sep'23   | 4.7%    | 4.9%    | 4.9%    |
| Initial Jobless Claims (week) | 11/18/23 | 209,000 | 227,000 | 204,000 |

**Unemployment Rate (left) vs. Change in Nonfarm Payrolls (right)**

| Growth                              |        |           |                   |                   |
|-------------------------------------|--------|-----------|-------------------|-------------------|
| Real GDP (QoQ SAAR)                 | 2023Q3 | 4.9%      | 2.1% <sup>1</sup> | 2.7% <sup>2</sup> |
| GDP Personal Consumption (QoQ SAAR) | 2023Q3 | 4.0%      | 0.8% <sup>1</sup> | 1.6% <sup>2</sup> |
| Retail Sales (YoY)                  | Oct'23 | 2.5%      | 2.8%              | 8.8%              |
| ISM Manufacturing Survey (month)    | Oct'23 | 46.7      | 46.4              | 50.0              |
| Existing Home Sales SAAR (month)    | Oct'23 | 3.79 mil. | 4.07 mil.         | 4.44 mil.         |

**Real GDP (QoQ)**

| Inflation / Prices                      |        |         |         |         |
|-----------------------------------------|--------|---------|---------|---------|
| Personal Consumption Expenditures (YoY) | Sep'23 | 3.4%    | 3.4%    | 6.3%    |
| Consumer Price Index (YoY)              | Oct'23 | 3.2%    | 3.2%    | 7.7%    |
| Consumer Price Index Core (YoY)         | Oct'23 | 4.0%    | 4.7%    | 6.3%    |
| Crude Oil Futures (WTI, per barrel)     | Oct 31 | \$81.02 | \$81.80 | \$86.53 |
| Gold Futures (oz.)                      | Oct 31 | \$1,994 | \$1,971 | \$1,641 |

**Consumer Price Index**

1. Data as of Third Quarter 2023

2. Data as of Second Quarter 2023

Note: YoY = year over year, QoQ = quarter over quarter, SAAR = seasonally adjusted annual rate, WTI = West Texas Intermediate crude oil

### ICE BofAML Index Returns

| As of 10/31/2023                                     |          | Returns for Periods ended 10/31/2023 |         |         |         |
|------------------------------------------------------|----------|--------------------------------------|---------|---------|---------|
| October 31, 2023                                     | Duration | Yield                                | 3 Month | 1 Year  | 3 Years |
| <b>1-3 Year Indices</b>                              |          |                                      |         |         |         |
| U.S. Treasury                                        | 1.81     | 5.14%                                | 0.72%   | 2.92%   | (0.71%) |
| Federal Agency                                       | 1.68     | 5.28%                                | 0.90%   | 3.46%   | (0.53%) |
| U.S. Corporates, A-AAA rated                         | 1.85     | 5.97%                                | 0.43%   | 4.07%   | (0.33%) |
| Agency MBS (0 to 3 years)                            | 1.90     | 5.73%                                | 0.67%   | 3.68%   | (1.69%) |
| Taxable Municipals                                   | 1.62     | 5.58%                                | 0.90%   | 4.18%   | 0.54%   |
| <b>1-5 Year Indices</b>                              |          |                                      |         |         |         |
| U.S. Treasury                                        | 2.55     | 5.04%                                | 0.03%   | 2.43%   | (1.68%) |
| Federal Agency                                       | 2.00     | 5.24%                                | 0.60%   | 3.27%   | (1.27%) |
| U.S. Corporates, A-AAA rated                         | 2.62     | 5.44%                                | (3.75%) | (7.82%) | (0.98%) |
| Agency MBS (0 to 5 years)                            | 3.33     | 5.70%                                | (1.10%) | 2.42%   | (2.78%) |
| Taxable Municipals                                   | 2.38     | 5.57%                                | 0.13%   | 4.07%   | (0.67%) |
| <b>Master Indices (Maturities 1 Year or Greater)</b> |          |                                      |         |         |         |
| U.S. Treasury                                        | 5.94     | 5.05%                                | (4.23%) | (0.85%) | (6.19%) |
| Federal Agency                                       | 3.25     | 5.26%                                | (0.77%) | 2.52%   | (2.78%) |
| U.S. Corporates, A-AAA rated                         | 6.42     | 6.12%                                | (5.03%) | 2.34%   | (5.72%) |
| Agency MBS (0 to 30 years)                           | 5.88     | 6.07%                                | (5.82%) | (0.76%) | (5.76%) |
| Taxable Municipals                                   | 8.72     | 6.01%                                | (6.32%) | 2.35%   | (6.39%) |

Returns for periods greater than one year are annualized

Source: BofA Merrill Lynch Indices

# Disclaimer

Investment advisory services are provided by PFM Asset Management LLC (“PFMAM”), an investment adviser registered with the U.S. Securities and Exchange Commission and a subsidiary of U.S. Bancorp Asset Management, Inc. (“USBAM”). USBAM is a subsidiary of U.S. Bank National Association (“U.S. Bank”). U.S. Bank is a separate entity and subsidiary of U.S. Bancorp. U.S. Bank is not responsible for and does not guarantee the products, services or performance of PFMAM. The information contained is not an offer to purchase or sell any securities. Additional applicable regulatory information is available upon request.

For more information regarding PFMAM’s services please visit [www.pfmam.com](http://www.pfmam.com).





## INDEPENDENT AUDITORS' REPORT

The Members  
Hugh L. Carey Battery Park City Authority  
New York, NY

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the Hugh L. Carey Battery Park City Authority (the "Authority"), which comprise the statement of net position (deficit) as of October 31, 2023, and the related statements of revenues, expenses and changes in net position (deficit) and cash flows for the year then ended, and the related notes to the financial statements, which collectively comprise the Authority's basic financial statements, and have issued our report thereon dated January XX, 2024.

In connection with our audit, nothing came to our attention that caused us to believe that the Authority failed to comply with the Authority's investment guidelines and the State Comptroller's investment guidelines for public authorities, collectively referred to as the "Investment Guidelines," insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance with the Investment Guidelines referred to above. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Authority's noncompliance with the Investment Guidelines, insofar as they relate to accounting matters.

This report is intended solely for the information of the Authority's Audit and Finance Committee, Members and management and the New York State Office of the State Comptroller, and is not intended to be and should not be used by anyone other than these specified parties.

January XX, 2024  
New York, NY

**Mayer Hoffman McCann CPAs**

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An Independent CPA Firm  
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New York, NY 10017

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[mhmcna.com](http://mhmcna.com)

**HUGH L. CAREY BATTERY PARK CITY AUTHORITY**  
**PROMPT PAYMENT REPORT FOR FISCAL YEAR**  
**ENDED OCTOBER 31, 2023**

**Explanation of Prompt Payment Policy**

The Hugh L. Carey Battery Park City Authority (the “Authority”) Prompt Payment Policy recites the requirements for prompt payment to contractors pursuant to Section 2880 of the Public Authorities Law.

**Types of Contracts**

The following is an outline of categories of contracts the Authority has entered into during the twelve-month period covered by this report. All types and categories of contracts are subject to the prompt payment policy.

- a. Legal - all legal related services performed
- b. Construction Contracts - goods and services purchased for the construction of infrastructure or Authority Projects
- c. Other Procurement Contracts - all other contracts (consultants, vendors, etc.) related to the acquisition of goods or services of any kind

**Prompt Payment Report**

For the twelve-month period ending October 31, 2023, there were interest charges of \$12,813.40, down from \$41,316.91 in 2022, owed to vendors or contractors on 63 invoices, down from 122 in 2022, for products and/or services provided to the Authority, as summarized below.

| <b>Summary of Interest Charges under the Prompt Payment Policy</b> |                        |                     |                  |
|--------------------------------------------------------------------|------------------------|---------------------|------------------|
| Fiscal Year Ended October 31, 2023                                 |                        |                     |                  |
| <b>Department</b>                                                  | <b>Penalty Amount*</b> | <b>% of Penalty</b> | <b>#Invoices</b> |
| Real Property                                                      | \$8,972.76             | 70.0%               | 20               |
| Legal                                                              | \$2,780.64             | 21.7%               | 38               |
| Public Affairs                                                     | \$771.07               | 6.0%                | 2                |
| Finance                                                            | \$263.48               | 2.1%                | 2                |
| Human Resources                                                    | \$25.45                | 0.2%                | 1                |
| <b>Total</b>                                                       | <b>\$12,813.40</b>     | <b>100.0%</b>       | <b>63</b>        |

*\* Source: Interest rate as determined by the Office of the NYS Comptroller*



**Battery Park  
City Authority**

**BATTERY PARK CITY AUTHORITY**

**PROMPT PAYMENT POLICY**

**Effective January 30, 2024**

**HUGH L. CAREY BATTERY PARK CITY AUTHORITY**  
**PROMPT PAYMENT POLICY**

Section 9002.1

Statement of Policy and Purpose. This Prompt Payment Policy is adopted pursuant to Section 2880 of the Public Authorities Law, requiring each public benefit corporation to promulgate rules and regulations detailing its policy with respect to making prompt payment to contractors.

Section 9002.2

Definitions. For the purpose of this Part, the following terms shall have the following meanings unless the context shall clearly indicate otherwise:

- (a) “Authority” shall mean the Hugh L. Carey Battery Park City Authority.
- (b) “Contract” shall mean an enforceable agreement entered into by the Authority and a Contractor, including purchase orders. Bond resolutions and any leases to which the Authority is a party, including any leases between the Authority and any of its tenants or subtenants, as well as any related agreements which are an integral part of such leases or subleases, are not Contracts within the meaning of this Section.
- (c) “Contractor” shall mean any person, partnership, private corporation or association providing or performing any of the following pursuant to a Contract:
  - (i) Selling materials, equipment or supplies or leasing property or equipment to the Authority;
  - (ii) constructing, reconstructing, rehabilitating or repairing buildings, streets or other improvements for or on behalf of the Authority; or
  - (iii) rendering or providing services to the Authority pursuant to a contract.
- (d) “Designated Payment Office” shall mean that department within the Authority to which a proper invoice is to be submitted by a Contractor; unless otherwise, specified, the Designated Payment Office shall be:

Office of the Chief Financial Officer  
Hugh L. Carey Battery Park City Authority  
200 Liberty St., 24th Floor  
New York, New York 10281-1097

Attention: Accounts Payable

- (e) "Prompt Payment" shall mean payment of a debt due and owing by the Authority pursuant to a Contract before interest accrues thereon pursuant to the provisions of this Part.
- (f) "Proper Invoice" shall mean a written request or invoice for contract payment setting forth the description, price and quantity of goods, property or services provided by a Contractor, such request or invoice being both in accordance with the terms of the Contract and in such form, and supported by such other substantiating documentation, as the Authority may reasonably require.
- (g) "Receipt of a Proper Invoice" shall mean either:
  - (i) The date on which a Proper Invoice is received by the Designated Payment Office or
  - (ii) The date on which the Authority receives the purchased goods, property or services covered by the Proper Invoice, whichever is later.
- (h) "Set-off" shall mean the reduction by the Authority of a payment due to a Contractor by an amount equal to the amount of an unpaid legally enforceable debt owed by the Contractor to the Authority.

#### Section 9002.3

Applicability. This Part shall apply to all Contracts entered into on or after April 29, 1988.

#### Section 9002.4

- (a) Payment Request Procedure. Contractors' owed money by the Authority shall deliver a Proper Invoice to the Designated Payment Office. The Designated Payment Office will log the receipt date of each invoice and send it to the department unit within the Authority that received the goods, property, or services from the Contractor for review and verification of the Contractor's performance in accordance with the Contract. Contractors with Contracts which provide for payment at specific dates or intervals shall also be required to provide a Proper Invoice which certifies that the obligations required under such Contract have been performed prior to such date(s) or during such interval(s) and review and verification of the work of these Contractors will take place upon receipt of such Proper Invoice; payment shall be made in accordance with the terms of such Contracts.
- (b) Prompt Payment Schedule. The schedule of the time in which the Authority will make prompt payment under a Contract is as follows:
  - (i) For invoices received on or after July 1, 1989, payment will be made by the Authority within 30 calendar days, excluding legal holidays, after Receipt of a Proper Invoice.
  - (ii) For Contracts which provide for payment at one or more specific dates or intervals, payment will be made in accordance with the terms of such Contracts, but interest shall only be payable if payment is not made within the time provided as in (i) above.

- (iii) This schedule will not apply in those instances where payment is being delayed by reason of any of the exceptions listed in Section 9002.4(e) or where the time in which to make payment is being tolled for any of the reasons listed in Section 9002.4(f) herein, in which cases the time for payment shall be there provided.
- (c) Interest Computation. If the Authority fails to make payment in accordance with the prompt payment schedule set forth in Section 9002.4(b) above, the Authority will pay interest to the affected Contractor at the rate equal to that set by the State Tax Commission for corporate taxes pursuant to Section 1096(e) of the Tax Law.
- (d) Funds Available to Pay Interest Penalties. The Authority will pay interest as provided herein with monies available to the Authority for operating and administrative expenses pursuant to its approved budget.
- (e) Extension of Payment Time. Any of the following facts, conditions or situations are determined by the Authority to be exceptions to the prompt payment schedule set forth in Section 9002.4(b) and to justify extensions of the time by which payment must be made (the amount of time of such extension being as established by the Authority's Treasurer consistent with this Part, with notice provided to the Contractor):
  - (i) Statutory or Contract provisions requiring an inspection period or an audit prior to payment;
  - (ii) The absence of a state appropriation which is necessary to authorize payment;
  - (iii) A requirement for federal government examination of a Proper Invoice prior to payment;
  - (iv) Extraordinary delay between the time of the provision of goods, property or services by a Contractor and the receipt of a Proper Invoice by the Authority;
  - (v) Failure by a Contractor to submit documents required by the Contract or reasonably required by the Authority prior to payment;
  - (vi) Where time is taken in the processing of an invoice by the State Department of Taxation and Finance, the State Division of the Budget, the Office of the State Comptroller, or any other entity external to the Authority that is or may be required by statute, regulation or Contract to approve or process Authority payments.

(f) Defects or Improprieties. The following facts or conditions toll the prompt payment schedule set forth in Section 9002.4(b):

- (i) A reasonable belief by the Authority in the existence of any defects(s), including any incompleteness or failure of compliance with the terms of the Contract, in or with respect to the goods, property or services delivered;
- (ii) A reasonable belief by the Authority in the existence of any defect(s) in the invoice; or
- (iii) A reasonable belief by the Authority in suspected impropriety of any kind.

In order to toll the prompt payment schedule without penalty, the Authority has fifteen calendar days after receipt of an invoice to send a Contractor notification of such defects or improprieties. Authority notification shall be by letter to the Contractor, setting forth any such defect or impropriety in reasonable detail, sent to the address indicated for notices under the Contract or, if no such address is provided, sent to the address set forth in the invoice provided that, in the event that the Authority fails to so notify the Contractor within such fifteen days, the sole effect of such failure to so notify the Contractor shall be that the number of days allowed for payment shall be reduced by the number of days between such fifteenth day and the date of the Authority's transmitting such notifications. In the event that the Authority fails to provide reasonable grounds for its contention that any such defect or impropriety exists, the date by which Contract payment shall be made shall be calculated from the date of receipt of an invoice.

#### Section 9002.5

- (a) Annual Report. The Authority shall prepare an annual report on the scope and implementation of this prompt payment policy. The report shall include, but not be limited to, the following:
  - (i) A listing of the types or categories of contracts which the Authority entered into during the twelve-month fiscal year covered by the report with an indication whether each such type or category of contract was subject to this prompt payment policy, and if it was not, the reason(s) why not;
  - (ii) The number and amount of interest payments made for contracts, arranged according to each such type or category;
  - (iii) The number of interest chargeable days, and the total number of days taken to process each late contract payment; and
  - (iv) A summary of the principal reasons why such late payments occurred.
- (b) Within ninety (90) days after the completion of each such fiscal year, copies of this annual report shall be filed with the State Comptroller, the State Director of the Budget, the Chairman of the Senate Finance Committee and the Chairman of the Assembly Ways and

Means Committee.

- (c) Copies of its annual report shall be made available to the public upon reasonable request at the Authority's main office.

#### Section 9002.6

- (a) Amendment. The Authority shall have the power to amend this Part by promulgating amended rules and regulations at any time, and within thirty days of the adoption of any such amendments hereto, the Authority shall file copies with the State Comptroller, the State Director of the Budget, the Chairman of the Senate Finance Committee and the Chairman of the Assembly Ways and Means Committee.
- (b) Contract Incorporation. The policy statement in effect at the time that a Contract is entered into is hereby incorporated into and made a part of that Contract.
- (c) Public Access. The Authority shall make copies of this policy statement available to the public upon reasonable request at the Authority's main office. The Authority shall also provide a copy of this policy statement to each Contractor at or prior to the time a Contract is entered into.
- (d) Inapplicability. This policy is not applicable to payments due and owing by the Authority to any other governmental entity, agency, public benefit corporation or the employees thereof when acting in or incidental to their public employment capacity, to interest on judgments rendered by a court against the Authority pursuant to any other provision of law, or to situations where the Authority exercises a legally authorized Set-off against all or part of a payment due a Contractor.
- (e) Legal Processes. The Authority is under no liability to pay interest pursuant to this policy for any period after a Contractor has filed a claim, given notice of an intention to file a claim or commenced legal action seeking any payment of interest; interest during such period shall only be paid as directed by the court in accordance with such other provisions of law as may be applicable.
- (f) Interpretation. This Part shall be interpreted consistent with and to fulfill the purposes of Section 2880 of the Public Authority Law.



# **PROCUREMENT GUIDELINES 2024**

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## 1. Definitions

- “Amendment” shall mean any material change to a duly executed Procurement Contract, including change orders.
- “Authority” shall mean the Hugh L. Carey Battery Park City Authority.
- “Bid” shall mean an offer or Proposal submitted by a Bidder to provide a specified Commodity at a stated price or Services at a stated price for an approved term.
- “Bid Log” shall mean a log maintained by the Chief Contracting Officer (“CCO”) documenting when physical bids are received, secured, and distributed.
- “Bid Opening” shall mean the opening of sealed Bids, in the presence of one or more witnesses.
- “Bidder” shall mean any individual, business, Vendor or other legal entity, or any employee, agent, consultant or person acting on behalf thereof, that submits a Bid in response to a Solicitation.
- “Board” shall mean the Authority’s Board as described in Public Authorities Law, Chapter 43-A, Article 8, §1973.
- “Centralized Contract” shall mean Procurement Contracts let by other public entities pursuant to a competitive process, including those contracts of the State of New York (e.g., New York State Office of General Services (“OGS”)) and the United States General Services Administration (“GSA”).
- “Commodity” shall mean a material good, supply, product, construction item or standard article of commerce that is the subject of any purchase or exchange. For the avoidance of doubt, any Commodity that also includes, at no specifically mentioned additional charge, a warranty and technical support for using the Commodity as is shall be considered a Commodity.
- “Competitive Procurement Method” shall mean a formal solicitation detailing the needs and requirements of the Authority with the intent of receiving Bids from interested Bidders within a prescribed time period. Types of Competitive Procurement Methods include, but may not be limited to, requests for proposals (“RFP”) and invitations for Bids (“IFB”).
- “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.

- “Contract Term” shall mean the period of time given for performance under a Procurement Contract, as may be amended from time to time with the approval of the Authority.
- “Contractor” shall mean a person or organization that enters into a Procurement Contract with the Authority.
- “Cost Proposal” shall mean the part of any Bid that sets forth the price for which the Bidder is offering to provide the Authority with the Services/Commodities described in a Solicitation.
- “Department Head” shall mean the President, General Counsel, Chief Financial Officer, Chief Operating Officer, Vice President of Real Property, Chief Human Resources Officer, Vice President of Parks Operations, Vice President of Administration, Vice President of Communications and Public Affairs, Vice President of Parks Programming and Community Operations, and such other individuals as designated by the President.
- “Designated Contact” shall mean the person or persons designated to receive Bids, and, if necessary, to communicate with Bidders during the Restricted Period.
- “Discretionary Procurement” shall mean a purchase either i) in an amount not to exceed \$50,000, or ii) made from New York State Small Business Concerns, SDVOBs, or MWBEs, or for recycled or remanufactured Commodities or technology, in an amount not exceeding \$500,000.
- “Diversity Practices” shall mean a potential vendor’s past, present, and prospective practices with respect to 1) utilizing minority or women owned business enterprises and service-disabled veteran owned business certified by State agencies and other public or private entities, 2) entering into joint ventures and other arrangements with certified minority and women owned business enterprises, and 3) any other information requested by the Authority as part of a Procurement, supported by affidavit, that demonstrates the potential vendor’s commitment to a policy of diversity practices related to minority-or women owned business enterprises and service-disabled veteran owned business.
- “Emergency Circumstances” exist when an urgent and unexpected condition arises that threatens to significantly disrupt the Authority’s operations, disrupt or delay a project, or create or perpetuate an unsafe condition or environment. Poor or late planning does not constitute an Emergency Circumstance.
- “Final Award” shall mean the full execution of a Procurement Contract with a selected Vendor.
- “Foreign Business Enterprise” shall mean a business enterprise, including a sole proprietorship, partnership or corporation, which offers for sale, lease or other form of exchange, goods which are sought by the corporation and which are substantially produced outside New York State, or services, other than construction services, sought by the corporation which are substantially performed outside New York State. For purposes of

construction services, Foreign Business Enterprise shall mean a business enterprise, including a sole proprietorship, partnership or corporation, which has its principal place of business outside New York State.

- “Form, Function and Utility” shall mean the minimum essential requirements that will meet the Authority’s needs. Requirements may include quality, quantity, delivery terms, packaging, performance standards, and compatibility, among others.
- “Guidelines” shall mean the Authority’s Procurement guidelines as delineated herein.
- “Invitation for Bid” (“IFB”) shall mean a competitive Solicitation seeking Bids for a specified Commodity, pursuant to which award is made to the responsible Bidder(s) submitting the lowest price.
- “Minority and/or Women Owned Business Enterprise” shall mean any business enterprise, including a sole proprietorship, partnership or corporation that has been certified as a Minority and/or Women Owned Business Enterprise (“MWBE”) by the Minority and Women Owned Business Division of the New York State Department of Economic Development/Empire State Development (the “Division”) pursuant to §314 of New York State Executive Law Article 15-A (“Article 15A”) and related regulations.
- “New York State Business Enterprise” shall mean a business enterprise, including a sole proprietorship, partnership, or corporation, which offers for sale or lease or other form of exchange, goods that are sought by the Authority and that are substantially manufactured, produced or assembled in New York State, or Services that are sought by the Authority and that are substantially performed within New York State.
- “Original Value” shall mean the value of a Procurement Contract at the time of its execution, exclusive of any subsequent Amendment(s).
- “President” shall mean the President and Chief Executive Officer of the Authority.
- “Procurement” shall mean the purchase or acquisition of Commodities or Services that, actually or by estimation, total \$5,000 or more. Any purchase under \$5,000 shall constitute a Procurement, however, where the Authority has purchased or intends to purchase substantially similar Commodities or Services from the same Vendor within the same fiscal year and the aggregate value of such purchases exceeds \$5,000. Procurements shall not include: payments required by law; Revenue Contracts; compliance obligations; insurance or utility payments; payments required by existing Contracts or other agreements (e.g. payment to City, State, or Federal governmental entities); payments to credit rating agencies; memberships in industry groups, professional societies and similar cooperative associations; any cooperative projects or Procurement activities conducted or sponsored by such organizations in which the Authority participates; Sponsorships of Eligible Organizations (governed by standalone policy); direct purchase of advertising; tuition, fees for employees’ attendance at conferences, seminars, and other comparable activities; employee transportation or other travel related expenses; rent and leases for facilities, equipment or

other real property.

- “Procurement Contract” shall mean any written agreement for the acquisition of Commodities or Services of any kind in the actual or estimated amount of five thousand dollars (\$5,000) or more.
- “Proposal” shall mean a Bid received by the Authority in response to a Solicitation.
- “Purchase Order” shall mean a document evidencing the procurement of a Commodity where a Contract is not required but such Procurement is subject to these Guidelines.
- “Reasonable” price means a fair market price based on normal competitive conditions and not necessarily the lowest possible price. Reasonableness of price can be documented in several different ways, including but not limited to: (i) Obtaining informal quotes (e.g., telephone or written), from at least three vendors if possible; (ii) Comparing costs of the same goods or services provided to other governmental entities; or (iii) Making historical cost or price comparisons.
- “Restricted Period” shall mean the period from the date of the earliest notice of intent to solicit Bids through the date of the Final Award, and, if applicable, approval of the contract by the Office of the State Comptroller.
- “Revenue Contract” shall mean a binding agreement between a governmental entity and another party that defines the terms under which revenue will be received by the governmental entity.
- “Requests for Expression of Interest” or “RFEI” shall mean requests generally submitted to the contracting community in order to gauge the interest and capabilities of prospective Vendors for a particular project in order to help inform the development of an RFP or IFB.
- “Request for Information” or “RFI” shall mean a request released by the Authority in order to gather information about types of Commodities or Services that may be available to address a particular need and to assist the Authority in drafting specifications to provide the best solution to meet that need.
- “Request for Proposal” or “RFP” shall mean a Competitive Procurement Method by which the Authority solicits and evaluates proposals against stated selection criteria based on characteristic such as quality of proposal, cost and delivery schedule, where a final award is determined based on the determination that a proposal provides the best overall value to the Authority.
- “Services” shall mean duty or labor to be rendered by a person or entity.
- “Service-disabled Veteran Owned Business Enterprise” or “SDVOB” shall mean a business enterprise, including a sole proprietorship, limited liability company or corporation that has been certified as a Service Disabled Veteran Owned Business by the Division of Service-

Disabled Veterans' Business Development at OGS pursuant to §369 of the New York Executive Law ("Article 17-B") and related regulations.

- "Single Source" shall mean the required goods or services are available from two or more vendors, but a compelling reason exists to make the award to particular vendor. Some reasons include, but are not limited to: (i) one particular Vendor has unique knowledge or expertise with respect to the required service, good or material rendering the use of competitive procedures impractical; (ii) there is a continuing need for existing Services to provide continuity to the orderly development and fiscal management of a project; or (iii) other material or substantial reasons exist for awarding the contract on other than a competitive basis. For the avoidance of doubt, Vendors procured for live musical or artistic performances and trainings shall be considered Single Source. Any justification of a Single Source Procurement must include information about the alternatives considered and justification that price is reasonable. In general, BPCA's policy is to minimize the use of Single Source Procurements and to maximize the use of competitive procurement methods.
- "Sole Source" shall mean only one Vendor is capable of supplying the required Commodities or Services. Three examples of sole source procurements are: (i) proprietary software compatible with BPCA operating systems that no one else offers; (ii) a printer's warranty requiring that only a toner cartridge supplied by the manufacturer could be used without voiding the warranty; (iii) a Vendor has developed a proprietary system for providing a service that is unavailable from anyone else.
- "Small Business Concern" shall mean a business enterprise which is resident in the state of New York, independently owned and operated, not dominant in its field and employs one hundred people or fewer. "Sole Source" shall mean only one Vendor is capable of supplying the required Commodities or Services.
- "Solicitation" shall mean an oral or written invitation, issued by the Authority, for vendors to submit Bids to provide the Commodities or Services described in such invitation.
- "Subject Matter Expert" shall mean an individual who possesses a high level of expertise in the area that is subject to a particular Procurement, including but not limited to a software engineer, a helpdesk support operative, an accounts manager, a roads engineer, a scientific researcher.
- "Vendor" shall mean a person or organization that enters into a Procurement Contract with the Authority.

## **2. General Application**

### **2.1 Introduction and Purpose**

The purpose of these Guidelines is to facilitate the procurement needs of Battery Park City Authority while protecting the interest of the State and City of New York and their taxpayers. Procurement Contracts should be used to procure Commodities and Services needed to proceed with Authority projects and to support the administrative needs of the Authority. The Guidelines are intended to advance the mission of the Authority by using the best business practices and best value when procuring goods and services. The Authority shall use its best efforts to secure Bids from Vendors by using a Competitive Procurement Method, except as otherwise provided in these Guidelines.

The applicable provisions of the Economic Development Law, Executive Law, Public Authorities Law, and State Finance Law were considered in developing these Guidelines. Any deviation from, or waiver of the requirements of, these Guidelines must be approved in advance and in writing by the President.

### **2.2 Application**

These Guidelines apply to all Procurements.

### **2.3 Administration of the Guidelines**

The Chief Operating Officer (COO), in consultation with the General Counsel, is responsible for ensuring that these Guidelines are followed by the Authority. The Authority must prepare and the Board must approve the Guidelines annually. Any interim modifications to the Guidelines must be approved by the Chief Operating Officer, the General Counsel, and the President. The Chief Contracting Officer (CCO) is responsible for developing and maintaining standard templates to be used in the Procurement process, as well as the records of all completed Procurements and Procurements in process, including but not limited to:

- Checklist of required actions and components to ensure each Procurement complies with these Guidelines;
- Bidder responsibility checklist;
- Requests for Proposals or other form(s) of Solicitation;
- Technical evaluation instruments, including the rating score sheet; and
- Approval Form in support of Procurements Valued Less than \$50,000.

### **2.4 Procurement Sources**

When initiating a Procurement, the Authority must first evaluate each of the potential sources below as an option, where appropriate, in order of preference before proceeding to Discretionary or Competitive Procurements as set forth in Sections 4.2 and 4.3 of these Guidelines:

- Preferred source offerings, as set forth in Section 2.4.1 of these Guidelines;

- Centralized Contracts from OGS or GSA for Services, technology and commodities as set forth in Section 2.4.2 of these Guidelines;
- Established New York State Agency Contracts as set forth in Section 2.4.3 of these guidelines.

#### **2.4.1 Preferred Source Offerings**

The Authority must purchase Commodities from preferred sources in the following order, if available:

- First: The Department of Correctional Services' Correctional Industries Program; and
- Second: From the approved, charitable, non-profit making agencies for the blind.

With respect to Services, if more than one preferred source meets the Authority's Form, Function and Utility requirements, equal priority shall be accorded to the Services rendered and offered for sale among the approved charitable, non-profit making agencies for the blind, other severely disabled persons, qualified special employment programs for mentally ill persons, and qualified veterans workshops. If more than one preferred source meets the Authority's requirements, cost shall be the determining factor.

Even if using a preferred source, an attempt to obtain competing quotes must be made and documented in writing, and if applicable, the reason for selecting a preferred source that is not the lowest Bidder should be documented.

#### **2.4.2 Centralized Contracts**

The Authority may utilize established OGS or GSA contracts for the purchase of Commodities, Services or technology so long as such centralized contract meets the form, function and utility for that Commodity, Service or technology required by the Authority. The Authority may utilize centralized contracts by following the processes set forth in that contract or in the guidelines specific to that contract located on the OGS website. The terms and conditions of a centralized contract may not be amended, however the Authority may agree to supplemental terms with the Vendor that are more favorable to the Authority, including but not necessarily limited to lower pricing. In no situation may the Authority agree to higher pricing than that contained in the centralized contract.

#### **2.4.3 Established New York State Agency Contracts**

Commodities or Services that are available through an already established, competitively procured New York State Agency (or multi-Agency) contracts may be obtained by the Authority through the use of a purchase order or purchase authorization in accordance with the Guidelines and applicable law.

## 2.5 Minority and Women-Owned Business Enterprises and Service-Disabled Veteran-Owned Business Enterprises

In all Procurements, and in order to promote and assist participation by New York State Certified Minority and Women- Owned Business Enterprises (MWBE) and Service-Disabled Veteran-Owned Businesses (SDVOB), the Authority shall follow the relevant provisions of the New York State Executive Law. Wherever reasonable and appropriate, the Authority shall maximize participation by such enterprises and facilitate awarding New York State Certified MWBEs and SDVOBs a fair share of awarded contracts.

The Authority shall:

- Conduct Procurements in a manner that will enable it to achieve the maximum feasible portion of the Authority's MWBE and SDVOB annual participation goals as set forth in the Master Goal Plan for both programs on Procurement Contracts;
- Where practical, feasible and appropriate, include the Diversity Practices of Bidders in the evaluation criteria for selecting a successful Vendor for a Procurement;
- Affirmatively promote and assist M/WBE and SDVOB participation in Procurement Contracts;
- Assess all purchases for the possibility of MWBE and SDVOB participation;
- Set goals as appropriate pursuant to Article 15-A and 17-B of the NY State Executive Law;
- Consult federal requirements regarding such opportunities and consult the most recent disparity study available;
- Consider encouraging joint ventures and other teaming arrangements, as well as the severability of bundled contracts, in each solicitation;
- As practicable, provide a current list of certified MWBEs and SDVOBs to prospective Contractors; and
- Ensure that all required provisions are present in relevant contracts pursuant to Article 15-A, Article 17-B and promulgated regulations, and maintain a policy regarding remedies in the event these terms are violated.
- The Authority shall appoint a Director of Diversity Contracting, who will promote and assist in participation by such enterprises, utilization of such enterprises as prime contractors, subcontractors and suppliers and the utilization of partnerships, joint ventures or other similar arrangements between such enterprises and other Contractors. Specifically, the Director of Diversity Contracting shall be responsible for:
  - Familiarity with the Authority's Procurement needs;
  - Providing notice of opportunities to such enterprises and organizations that serve such enterprises;
  - Maintaining lists of such enterprises that are properly certified and updating such lists regularly;
  - Consulting lists of such enterprises maintained by the State's Department of Economic Development, Office of General Services, and other organizations for potential MWBE and SDVOB firms;

- Establishing goals for such enterprises' participation and utilization as prime contractors, subcontractors and suppliers under Procurement Contracts and monitor the compliance of prime contractors with participation goals and contract terms;
- Monitoring such enterprises' participation and utilization in Procurement Contracts to ensure utilization credit is being taken only for payments to New York Certified firms performing a Commercially Useful Function as that term is defined by the Division;
- Approval authority regarding diversity requirements for Contracts and invoices;
- Developing and maintaining standard templates to be used in the Procurement process including but not limited to:
  - Utilization Plans
  - MWBE and SDVOB Goal Setting Documents
  - Contractor Good Faith Effort Documentation

## **2.6 The Promotion of New York State Business Enterprises and Residents**

In all Procurements, and in accordance with the State Finance Law Section 139(i), the Authority shall promote the participation by New York State Business Enterprises and New York State Residents in Procurement Contracts as follows:

- When applicable, the Authority shall, in consultation with OGS, consider the specifications of New York State Business Enterprises in developing Solicitations for the purchase of Commodities and shall utilize stock item specification forms prepared by OGS.
- With the cooperation of the President and CEO of Empire State Development and through cooperative efforts with Contractors, the Authority shall notify New York State Business Enterprises of opportunities to participate as subcontractors and suppliers on Procurement Contracts with a value estimated to be equal or greater than one million dollars (\$1,000,000) and the Authority shall promulgate procedures which will assure compliance by Contractors with such notification as a condition of awarding Procurement Contracts.
- Contractors shall, as supplementary materials to their Bids, document their efforts to encourage the participation of New York State Business Enterprises as suppliers and subcontractors on Procurement Contracts equal to or greater than one million dollars (\$1,000,000) and attest to compliance with the Federal Equal Employment Opportunity Act of 1972 (P.L. 92-261), as amended.
- The Authority, with the cooperation of the President and CEO of Empire State Development and through cooperative efforts with Contractors, shall provide for the notification of New York State Residents of employment opportunities arising out of Procurement Contracts with a value estimated to be equal to or greater than one million dollars (\$1,000,000) and shall require Contractors to submit post-award compliance reports documenting their efforts to provide such notification through listing any such positions with the community services division of the Department of Labor, or providing for such notification in such manner as is consistent with existing collective bargaining

contracts or agreements.

- The Authority shall include in all Solicitations a statement that:
  - Information concerning the availability of New York State contractors and suppliers is available from Empire State Development, including the directory of certified MWBEs.
  - Information concerning the availability of New York State contractors and suppliers is available from the New York State Office of Governmental Services, including the directory of New York State Certified SDVOBs.
  - Notifies potential Bidders located in foreign countries that the Authority may assign or otherwise transfer offset credits created by a Procurement Contract to third parties located in New York State.
  - Informs potential Bidders that it is the policy of New York State to encourage the use of New York State subcontractors and suppliers, and to promote the participation of MWBEs and SDVOBs, where possible, in the Procurement of Commodities and Services.
- The Authority shall notify the President and CEO of Empire State Development of the award of a Procurement Contract for the purchase of Commodities or Services from a Foreign Business Enterprise in an amount equal to or greater than one million dollars (\$1,000,000) simultaneously with notifying the successful Bidder therefor.

### **3. General Requirements**

#### **3.1 Advertising Procurement Opportunities**

The Authority must advertise a Procurement opportunity in the New York State Contract Reporter when the actual or estimated amount of the Procurement is \$50,000 or more, except for Procurement Contracts being (i) awarded on an emergency basis or (ii) re-bid or re-solicited for substantially the same Commodities or Services, within forty-five business days after the date Bids were originally due. In addition, as a best practice, the Authority should also advertise its Procurement opportunities in other sources such as trade publications, journals, and newspapers when possible and appropriate, as well as the Authority website and mailing lists. Advertisements shall provide prospective Bidders with an overview of the proposed Procurement, including a brief description of the Commodities or Services sought, the contract period, the Bid due date, the address where Bids are to be submitted, a description of any eligibility or qualification requirement or preference and contact information.

#### **3.2 Reserved Rights**

Any published Solicitation should state the Authority's reserved rights in the conduct of such Bid process, including, where applicable, the right to:

- Reject any or all Bids received in response to the Solicitation;
- Withdraw the Solicitation at any time, at the Authority's sole discretion;

- Make an award under the Solicitation in whole or in part;
- Disqualify any Bidder whose conduct and/or Bid fails to conform to the requirements of the Solicitation;
- Seek clarifications and/or revisions of the Bid or any part of the Bid;
- Use information obtained by the Authority through site visits; interviews; investigation of a Bidder's qualifications, experience, ability or financial standing; and any other material or information provided by or received from the Bidder during the Bid process;
- Prior to the Bid Opening, direct Bidders to submit Bid modifications addressing subsequent amendments to the Solicitation;
- Request that Bidders submit best and final offers subsequent to the Bid Opening;
- Change any of the scheduled dates;
- Waive any non-material requirements;
- Negotiate with the selected Bidder within the scope of the Solicitation and in the best interests of the Authority;
- Conduct contract negotiations with another responsible Bidder if the Authority is unable to finalize contractual terms with the first selected Bidder;
- Utilize any and all ideas submitted in the Bids received regardless of whether a Contract is offered; and
- Require clarification at any time during the Procurement process and/or require correction of arithmetic or other apparent errors for the purpose of assuring a full and complete understanding of a Bid and/or to determine a Bidder's compliance with the requirements of the Solicitation.

### **3.3 Restrictions on Contact during the Procurement Period**

For any procurement with an annualized expenditure in excess of \$15,000, a Bidder is restricted from making Contact during the Restricted Period to any person at the Authority other than the Designated Contact or the Director of Diversity Contracting. Contact that is permitted during the restricted period is set forth in State Finance Law §139-j (3)(a). Any Authority member, officer or employee who becomes aware that a Bidder has made a Contact regarding the Procurement during the Restricted Period shall immediately notify the CCO, or other designated official, of such contact.

### **3.4 Determination of Vendor Responsibility**

Pursuant to New York State Law, the Authority must make a determination that a Bidder is responsible prior to awarding that Bidder a contract. The CCO, or their designee, are responsible for deciding whether there are sufficient assurances to determine that the Bidder is responsible based on factors enumerated in a Vendor responsibility checklist. The list includes, but is not limited to, the Bidder's:

- Financial and organizational capacity;
- Legal authority to do business in New York state;
- Integrity of the owners/officers/principals/members and contract managers;
- Past performance on prior government contracts; and

- Compliance with the Procurement Lobbying Law and all material terms of the Solicitation.

Before finding a Bidder non-responsible, the CCO shall provide the Bidder with the opportunity to explain its position in writing, or, upon the Vice President of Administration's discretion, in person at a responsibility meeting. Any determination of non-responsibility shall be provided to the Bidder in writing.

### **3.5 Third Party Rights; Effect on Awarded Contracts**

These Guidelines are intended for the guidance of officers and employees of the Authority only, and nothing contained herein is intended or shall be construed to confer on any Contractor, Vendor, person, firm or corporation any right, remedy, claim or benefit under, or by reason of, any requirement or provision hereof.

Nothing contained in these Guidelines shall be deemed to alter, affect the validity of, modify the terms of or impair any contract or agreement made or entered into in violation of, or without compliance with, these Guidelines.

### **3.6 Pre-Qualification of Vendors for Services**

The Authority may, in accordance with these Guidelines, pre-qualify multiple Vendors to provide Services to the Authority. The selections and use of Pre-Qualified Vendors shall be governed by the Authority's Policy on the Pre-Qualification of Vendors.

### **3.7 Limitations on Contracts Involving Former Officers and Employees**

The Authority shall not enter into Procurement Contracts with former officers or employees, or any entity employing such officers or employees, or any entity in which such officers or employees have an interest, unless such contract would otherwise be compliant with the Authority's policies regarding conflicts of interest and the applicable provisions of law, including the Public Officers Law.

### **3.8 Cancellation of a Solicitation**

When, in the discretion of the Authority, a Solicitation fails to result in any satisfactory responses and the Authority wishes to pursue other methods of procurement, it shall: a) notify the public that the Solicitation is being cancelled; b) inform any Bidders via phone call (which should be documented for the Procurement Record), letter or email of the cancellation; and c) publish or post notice of the cancellation in each place that the Solicitation was published for no less than two (2) weeks. If the decision is made to re-advertise the Solicitation, the project team should scrutinize the initial Solicitation document to determine whether any restrictions can be lifted or the document can otherwise be revised to produce better results.

### 3.9 “Green” Purchasing

To the extent practicable, the Authority shall endeavor to purchase Commodities that are designed to minimize any adverse environmental impact on Battery Park City’s parks and the greater public, including the waste generated in packaging and single use plastics. Pursuant to section 4.3 of these Guidelines, Solicitations for Services shall include a request for a description of the Bidder’s environmentally sustainable business practices or activities, to the extent applicable. The Authority encourages procurements of commodities, services and technology that at a minimum meet the approved green procurement specifications approved by the State. For specifications and more information about Executive Order 4, visit the GreenNY website: <https://www.governor.ny.gov/executive-order/no-22-leading-example-directing-state-agencies-adopt-sustainability-and>.

## **4. Solicitation Processes**

### **4.1 Introduction**

A Solicitation issued by the Authority shall describe the Services or Commodities the Authority is seeking to procure. Each Solicitation shall clearly convey all the information needed for potential Bidders to submit a complete and competitive Bid. Solicitations conducted via Request for Proposals must be approved by the General Counsel's Office.

Vendors that develop or draft specifications, requirements, statements of work, or requests for bids or proposals for a project or a procurement must be excluded from competing in any resulting procurement.

### **4.2 Procurement Methods**

#### **4.2.1 Discretionary Procurements**

Discretionary Procurements do not require a Competitive Procurement. Before making a Discretionary Procurement, however, the staff member initiating the Procurement must:

- Ensure that the Commodities and/or Services to be acquired meet the Authority's Form, Function and Utility needs;
- Consult with the Director of Diversity Contracting to identify any potential MWBE or SDVOB Vendors;
- Make a reasonable attempt to obtain Cost Proposals from at least three different Vendors capable of supplying the required Commodities and/or Services, including MWBE and/or SDVOB Vendors to the extent possible;
- Document the attempt to obtain such quotes and the quotes received, and include such information in the written justification required by Section 5.1, along with facts sufficient to support the selection of the chosen Vendor, the reasonableness of the price to be paid, and the effort of the staff member initiating the Procurement to include MWBE and SDVOB firms in the solicitation; and
- Verify with the CCO that the selected Vendor is responsible.

Pursuant to Section 3.1, Discretionary Procurements must be advertised as a Procurement opportunity in the New York State Contract Reporter when the actual or estimated amount of the Discretionary Procurement is \$50,000 or more.

In determining whether a purchase meets the required threshold amounts for a Discretionary Procurement, the staff member initiating the Discretionary Procurement shall consider (and document such consideration) the reasonably expected aggregate amount of all purchases of the same Commodities or Services to be made within the fiscal year commencing on the date of purchase. Purchases of Services or Commodities shall not be artificially divided for the purpose of satisfying the thresholds required for a Discretionary Procurement. A change to or a renewal of a discretionary purchase shall not be permitted if the change or renewal would bring the reasonably expected aggregate amount of all purchases of the same commodities or services

from the same provider within the twelve-month period commencing on the date of the first purchase to an amount greater than the discretionary buying threshold amount.

#### **4.2.2 Non-Discretionary Procurement Methods**

The following types of Procurements are exempt from the requirement that a Competitive Procurement method be used but must satisfy all other applicable requirements set forth in these Guidelines:

- Sole Source - the Authority must document in writing the findings demonstrating that the proposed Vendor is a Sole Source.
- Single Source - the Authority must document in writing the findings demonstrating that the proposed Vendor is a Single Source.
- Emergency - the Department Head initiating the Procurement must first document in writing and receive approval by the President that Emergency Circumstances exist. After such approval is received, the Department Head, or their designee, shall make a reasonable attempt to obtain quotes from at least three Vendors. Procurement Contracts and Amendments entered into in response to an Emergency are exempt from the requirement that they be fully executed and delivered by both parties prior to the commencement of work. However, all Procurement Contracts and Amendments entered into in response to an Emergency must subsequently be approved in the manner set forth in Section 5. In the event the work necessitated by the Emergency is completed within one week of the date the Emergency is documented and has a value of \$25,000 or less, the President may approve payment for the Vendor upon presentation of an invoice and documentation from the Department Head that the work has been so completed. Except as specifically provided in this paragraph, all contracts and Amendments involving Emergency Circumstances shall be subject to these Guidelines.
- Piggybacking – The Authority may use a contract let by any department, agency or instrumentality of the United States government and/or any department, agency, office, political subdivision or instrumentality of any state or states (this type of procurement referred to as “Piggybacking”) subject to an evaluation of the appropriateness of piggybacking, including: (1) determination of the need for the product or services; (2) consideration of the procurement method by which the contract to be piggybacked was awarded; (3) an analysis of alternative procurement sources including why a competitive procurement or use of a centralized contract is not in the Authority’s best interest; and (4) reasonableness of the cost. The Authority’s evaluation of these factors and rationale for using piggybacking should be set forth in the procurement record. While an amendment to the piggybacked contract explicitly providing that piggybacking is permissible is not required, the Authority should notify the original contracting agency and must obtain the consent of the Vendor it wishes to enter into the piggyback agreement with. The Authority may execute an independent contract based upon the equivalency of product or services being procured and pricing contained in the original contract using the original contract terms as may be supplemented by the Authority’s own requirements, as agreed

to by the Authority and the Vendor.

Contracts awarded under this Section may be exempted from any advertising requirements prior to award, however a reasonable attempt should be made wherever practicable to solicit at least three competitive bids, with written confirmation of the bids furnished within a reasonable time and maintained in the contract file. In the event any Single or Sole Source Contract awarded hereunder exceeds \$50,000, notice of the award shall be published in the Contract Reporter pursuant to Economic Development Law §143(4). This publication requirement shall not be deemed to apply to contract amendments.

### **4.3 Competitive Procurement Methods**

In general, the Authority will award a Contract for Services resulting from an RFP to a selected Contractor that is deemed to provide the best overall value to the Authority. In some instances where the provision of Commodities is sought, an IFB may be more appropriate. In that case, the Authority will make a determination based solely on which Vendor offers the Commodity at the lowest price. In either case, Contracts may only be awarded to a responsive, responsible Vendor, and all Solicitations for Competitive Procurements must describe the selection criteria to be used.

The CCO shall maintain templates, incorporating all relevant requirements set forth in these Guidelines, to be used by the Authority for all written Solicitations. Solicitation templates may differ for RFPs, which include weighted evaluation criteria, and IFBs, which will be awarded to the responsive Bidder offering the lowest cost.

#### **4.3.1 Requests for Proposals**

All RFP's must include the criteria to be used in evaluating Bids and how those criteria will be weighted. Solicitations for Services should also include:

- Description of program objectives and background;
- Scope of Services to be provided;
- Detailed requirements and specifications;
- Required qualifications of a successful Vendor;
- Statement of non-collusion requiring proposers to certify that they have not colluded with any other proposer(s) in their proposal;
- Any diversity requirements, including MWBE and SDVOB goals, if applicable; and
- Request for description of the Bidder's environmentally sustainable business practices or activities.

#### **4.3.2 Invitation for Bids**

IFBs are generally used for Solicitations for Commodities where the Authority desires to purchase a specific item or product from the lowest-priced responsive and responsible Vendor. Solicitation for Commodities should include product specifications in one of the following manners:

- Make and Model or Equal – If the Procurement is not limited to a specific brand, the Solicitation may use a brand name and model as a reference to describe requirements such as functionality, style or capacity.
- Make and Model Specific - If the Procurement is limited to a specific brand, the Solicitation should state that only Bids for the specified items and brands will be considered, and that no substitutions will be considered where only one product(s) (i.e., specific brand(s)) meets the Authority's needs.
- Technical Specifications - The Solicitation may describe the product, usually detailing the physical components, method of assembly and, in some cases, chemical composition.
- Performance Specifications - The Solicitation may describe the performance standards required for the product and/or service being procured, and the Bidder must ensure that the product or service offered will meet the performance specifications.

Nothing in this section shall preclude the use of an RFP as a Solicitation for Commodities, in which case the above criteria must be included in addition to the criteria set forth in section 4.3.1.

#### **4.4 Pre-Procurement Methods**

The following types of requests do not constitute Competitive Procurement Methods and should be used before developing an RFP or IFB in situations where the Authority needs to obtain additional information in order to inform its development of a formal solicitation.

##### **4.4.1 Requests for Expression of Interest**

The Authority may issue an RFEI as a tool to gather specific information from the contracting community related to a particular project that has already been identified by the Authority. RFEIs should contain a brief description of a project or Service which the Authority is considering, but about which it does not have sufficient information to advertise an RFP or IFB. RFEIs can be used in situations including, but not limited to:

- The Authority desires to obtain feedback on a particular idea or project from the contracting community at large;
- The Authority desires to assess the market interest and viability of a specific project; or
- The Authority desires to identify a pool of potential Vendors to which it can ultimately issue a specific IFB, RFP or other type of agreement such as a license agreement.

##### **4.4.2 Requests for Information**

The Authority may use an RFI as a preliminary information-gathering tool in order to assess the market, identify potential suppliers and understand the capabilities and offerings of potential Vendors. The RFI should be used to help inform an overall procurement strategy and identify potential risks before issuing an RFP or IFB. RFIs can be used in situations including, but not limited to:

- The Authority desires to obtain more information about products, services or suppliers;
- The Authority desires to understand supplier capabilities, experience and product(s); or

- The Authority desires to explore its available options and possibilities before proceeding to a formal procurement.

## **4.5 Distribution of Solicitations and Receipt of Bids**

Any Competitive Procurement Method utilized by the Authority must include the following steps:

### **4.5.1 Advertisement of the Solicitation**

The requirement to advertise Solicitations in the New York State Contract Reporter is discussed in Chapter 3.

### **4.5.2 Distribution of the Solicitation**

Once the Solicitation is finalized, the Authority shall make reasonable attempts to distribute the Solicitation to all known potential Bidders and any Bidder that requests a copy as a result of the advertisement. Each Solicitation must be posted to the Authority's website and also may be distributed via postal mail, e-mail, or other means. Solicitations should also be published in trade publications related to the type(s) of Commodity or Services sought.

### **4.5.3 Receipt of Bids**

As noted above, the Solicitation must state the date and time that Bids are due. Late Bids cannot be accepted, except, upon written approval by the President, in extraordinary instances where a public emergency prevented timely submission. Such exception must be documented in the Procurement Record. The CCO must certify that Bids were received in accordance with the terms of the Solicitation.

All Bids must be submitted in the manner specified in the RFP or Solicitation. Except where the specific details of the project may render this impractical, electronic submissions are preferred for all solicitations.

All physical Bids shall be received at one designated location at the Authority's offices and, immediately upon receipt, the envelope shall be stamped with the time and the date received. Electronic Bids shall be submitted to separate email addresses for technical proposals and Cost Proposals.

Any sealed physical copies of bids shall be locked immediately in a secure location. The Bid Log of physical copies of any Bids received shall be maintained at the Authority's reception desk. Comments on the condition of the envelopes shall also be recorded in the Bid Log.

Pursuant to Section 4.7, Cost Proposals submitted separately from technical proposals will not be provided to the Evaluation Committee for review until after the initial technical evaluation is conducted by the Evaluation Committee.

#### **4.5.4 Bid Openings**

A Bid Opening shall occur after the due date and time for receipt of Bids set forth in the Solicitation. All Bids shall be opened at the same Bid Opening.

During the Bid Opening, any physical Bids received shall be signed out in the Bid Log by the person removing them. The Designated Contact shall have a pre-prepared list of Bid Opening Attendees, which shall become part of the Procurement record for each Procurement Contract.

The Designated Contact, the project manager assigned to the project, and the CCO— or two of these three—shall be present at each Bid Opening, at which time each Proposal shall be reviewed for compliance with the minimum mandatory qualifications set forth in the RFP and for inclusion of all required information and documentation. The compliance of each bid shall be documented by the Designated Contact and such documentation added to the procurement record.

All Bids, including the time stamp and envelope, or shipping label from the shipping materials for physical bids, shall be retained for a period no less than that prescribed by the Authority's Document Retention Guidelines.

#### **4.6 Award Based on Lowest Bidder**

In the case of an IFB issued for a Commodity where selection is based on the lowest price, upon Bid Opening, the Authority shall:

- Ensure that the Bid is complete and accurate, including confirming that the Bidder understood the specifications and can perform/deliver at the Bid price (particularly if there is a large discrepancy between the low Bid and the second low Bid) and ascertaining that all materials are submitted and appendices are signed;
- Verify that the low Bid is responsive by meeting all mandatory requirements and specifications of the IFB and that the Bidder is responsible. In the event the Authority determines that the low Bid is not responsive or that the Bidder is not responsible, then the Bid should be rejected and the Authority should review the next low Bid for responsiveness/responsibility. Notice should be given to any Bidder that is being rejected for non-responsiveness or non-responsibility.
- In the event of tie Bids where all offers are found to be substantially equivalent, including price, the Authority President shall make the final determination to award the Contract to one or more Bidders. The basis for such determination shall be documented in the Procurement Record.

Upon identification and verification of the lowest responsible and responsive Bidder, the Authority shall award the Contract in accordance with the method of award in the IFB subject to first obtaining all necessary approvals set forth in Section 5 of these Guidelines. All supporting documentation should be maintained in the Procurement Record.

## **4.7 Award Based on Best Value**

Award of a Contract based on best value pursuant to an RFP shall be made in accordance with this Section 4.7 as follows:

### **4.7.1 Evaluation Team**

For each RFP<sup>1</sup>, there shall be an evaluation committee consisting of staff members nominated by the Department Head or their designee and approved by the CCO (the “Evaluation Committee”) who are responsible for evaluating each Proposal; however, for any RFP, the Director of Diversity Contracting, or their designee, shall be solely responsible for evaluating the portions of proposals that relate to Diversity Practices. The Designated Contact shall provide the Evaluation Committee with all relevant Proposal materials, in accordance with these Guidelines, including, but not limited to, the Proposals (including the Cost Proposal, when appropriate), the RFP, and any addenda to the RFP. The evaluation process, including any numerical scores, shall be documented by the Designated Contact in reasonable detail.

### **4.7.2 Conducting the Evaluation**

The evaluation measures the extent to which a Bid will meet the Authority’s needs and assesses the strengths and weaknesses of each Bid. The main steps for performing the evaluation are discussed below.

### **4.7.3 Evaluation Criteria Best Practices**

Criteria for evaluation of Proposals shall be developed on a case-by-case basis based on the needs of the end-user of the Contract and in consultation with the applicable Department Head or their designee. Some areas to be considered in the development of Evaluation Criteria may include, but are not limited to, the following:

- Work plan and methodology to achieve desired end results;
- Degree to which the Proposal satisfies mandatory, optional, desirable and/or alternative green performance standards;
- Experience of the Bidder in providing the required Services and/or deliverables;
- Management capability of the Bidder;
- Bidder’s overall past performance;
- Diversity Practices;
- Qualifications and experience of the Bidder’s proposed staff;
- Conformance with the schedule of work set forth in the RFP; and
- Bidder references.

### **4.7.4 Assignment of Values to Evaluation Criteria**

The methodology for evaluating Proposals must be established before the initial receipt of Proposals. Once the evaluation criteria have been determined, values must be assigned to the

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<sup>1</sup> For convenience, Sections 4.7 through 4.10 discuss the evaluation process of an RFP but are applicable to any solicitation for competitive Bids requiring an evaluation.

criteria and any sub-criteria. The evaluation criteria and the assigned values must be provided in the RFP.

Alternative concepts for assigning value to the technical criteria may be permissible to account for the nature of the Procurement. In such instances, the CCO shall verify with the General Counsel before issuance of the RFP.

#### **4.7.5 The Evaluation Instrument**

Each member of the Evaluation Committee must use the evaluation instrument to apply the evaluation criteria to the Proposals, including the assigned value for each criterion. The evaluation instrument consists of a series of documents used during the evaluation process, including but not limited to:

- Rating sheet which defines allocation of points for each criterion;
- Completed rating sheets recording each evaluation committee members' scores;
- Cost Proposal evaluation, when evaluating cost pursuant to Section 4.6;
- Summary rating sheet tallying the scores of all committee members; and
- Reference checks.

A subject matter expert who is not a member of the Authority's staff may be used to assist with evaluations. The Evaluation Committee should consider whether a confidentiality agreement with the subject matter is appropriate.

#### **4.7.6 Scoring Methodology**

Scores for the pre-determined criteria must be recorded by the Evaluation Committee on the evaluation instrument in accordance with the pre-determined criteria and sub-criteria, if applicable. Provided that prospective Bidders are so advised, information beyond that provided in the written Proposals may be considered in order to determine a score, such as:

- Product or service demonstrations and presentations;
- Reference checks (staff and/or company performance);
- Site visits;
- Interviews of key representatives and proposed staff of the Bidder;
- Consultation with relevant technical advisors;
- Written Proposal clarifications; and
- Rating services (such as Moody's or Dun & Bradstreet).

Upon written approval of the General Counsel or the Vice President of Administration, the Authority may waive mandatory requirements in the RFP that are not material, provided that the waiver neither:

- Disadvantages the Authority;
- Uniquely benefits the selected Bidder;
- Prejudices any non-winning Bidder; nor

- If known at the time of bidding, could reasonably be assumed to have caused additional potential Bidders to submit Bids.

After performing an initial evaluation, the Evaluation Committee may determine certain Bidder(s) should be eliminated from consideration based solely on the content of the Proposal(s). The determination to eliminate a Bidder(s) from consideration must be justified and documented, with any initial scoring or other memoranda explaining the determination added to the Procurement Record. After determining which Bidders will be eliminated from further consideration, if any, based on comparative low scoring or other documented reasons justifying such elimination, the Evaluation Committee may open and review the Cost Proposals of the remaining Bidders before conducting interviews. Absent advance approval from the President or their designee, only Evaluation Committee members, Subject Matter Expert, and the Designated Contact may be present at such interviews. Upon completion of the evaluation as set forth in the evaluation instrument and the RFP, the initial evaluation scores shall be adjusted and finalized, as necessary.

#### **4.7.7 Request for Best and Final Offer**

In circumstances where it would be beneficial to the Authority, the Authority is authorized to request from one or more Bidders an amendment to its Bid that would represent its best and final offer if: (1) the project manager or Department Head provides a written memorandum justifying the request for a best and final offer; (2) such request is approved by the President, and (3) such request does not materially change the scope of work or evaluation criteria for the Procurement.

#### **4.7.8 Determining the Best Value Bidder**

For Solicitations in which cost is not the only evaluation criteria, the Authority should award the Contract to the highest rated Bidder whose Bid is determined to be responsive and in the best interests of the Authority, subject to a determination that the Cost Proposal, as amended by any best and final offer response, is fair, reasonable and provides the best value to the Authority given the requirements of the project. Even if using a Centralized Contract, the reason for selecting a specific Vendor that is not the lowest priced Vendor should be documented.

#### **4.8 Award Based on Single Bid**

The Authority may award a contract to a Bidder if only one Bid was submitted, provided that the Project Manager delivers a memorandum to the President explaining that, based on the documentation contained in the Procurement Record, adequate opportunity was given to ensure competition, including but not limited to proper outreach and advertising and that the sole Bid was reasonable in cost, and the President provides written approval of the Project Manager's memorandum.

#### **4.9 Selection**

At the conclusion of the evaluation process, the project manager shall inform their Department Head of the proposed award. At the Department Head's request, the Evaluation Committee shall

consider such additional facts and/or information as the Department Head deems necessary prior to the Authority's approval of the proposed award and notification of any Bidder of a Final Award.

#### **4.10 Letters of Intent**

Where the Department Head initiating the Procurement provides a written memorandum explaining the need for a letter of intent ("LOI") in order to ensure timely completion of a project by a selected Contractor, and that memorandum is approved by the President, the Chief Operating Officer, and the General Counsel, a LOI may be issued to a Contractor. Such LOIs may be issued prior to the execution of Procurement Contracts for a value of up to 10% of the total anticipated Procurement Contract amount, subject to approval requirements for a Procurement of that amount. Such LOIs shall authorize Contractors to proceed with work pending the execution of the Procurement Contract, and shall expressly provide that the Contractor is granted no rights against the Authority in the event a Contract is not executed except for the reasonable value of the preliminary work to be performed, not to exceed an amount set forth in the LOI.

#### **4.11 Notification of Award**

Upon execution of the contract, the Designated Contact may notify all non-selected Bidders of the Final Award. Where practicable, all MWBEs and SDVOBs designated on the Utilization Plans of the selected Bidder will be notified of the award at this time by the Designated Contact.

#### **4.12 Post-Award Advertisement**

For any Procurement Contract with a value exceeding \$50,000, initially or through Amendment, that was not awarded pursuant to a Competitive Procurement Method, the Authority shall publish in the New York State Contract Reporter a notice of the award of such contract and the reasons for the method used, including any justification for using a non-Competitive Procurement Method, if applicable.

## 5. Approvals

Further guidance regarding the approval process, including the purpose of each approver's review, in the *Standard Operating Procedures for Procurement 2024*, which may be modified from time to time at the discretion of the staff.

### 5.1 Commencing the Approval Process

The department initiating the Procurement shall request approval of the award of a Procurement Contract by: i) entering the procurement details into the Authority's Procurement Site; and ii) uploading all supporting documentation for electronic approval by the initiating Department Head within the Procurement Site, including, but not limited to:

- A written justification of the Procurement, detailing the Procurement Method used, the evaluation process conducted, and the basis for determining the selected Bidder;
- Copies of all Cost Proposals received;
- The Selected Bidder's Vendor Responsibility Report and W-9 IRS Tax Form; and
- The Selected Bidder's Financial Statements, when requested.

### 5.2 Required Procurement Approvals

The award of Procurement Contracts, and any subsequent Amendments, must be approved as follows:

- The Project Manager may approve once they have verified that all information and documentation is complete and accurate.
- Each Department Head may approve once they have verified that all information and documentation is complete and accurate and the department's budget has funds allocated for the project.
- The CCO may approve a Procurement Contract once the CCO has i) verified that the Bidder is responsible (and, in the case of a Centralized Contract from OGS, that the Bidder's OGS certification is valid) and has submitted certificates of insurance in accordance with the Solicitation requirements; ii) as applicable, that the selection was made pursuant the BPCA Procurement Guidelines, related policies and procedures, and the terms of the Solicitation; and iii) that the correct people have conducted the required approvals in the procurement record.
- The Director of Diversity Contracting may approve a Procurement Contract once he/she has confirmed accuracy of MWBE/SDVOB status of the proposer; completeness of MWBE/SDVOB reporting, if any; approval of MWBE/SDVOB utilization plan, and any updates to those plans required for Amendments; and MWBE/SDVOB contract goals.
- Should the contract be of a value greater than \$50,000 or should it require Board approval, the General Counsel shall approve to confirm that they have conducted a review of the procurement, based on the representation of the Originating Department Head and prior approvals, and provided any feedback to the Originating Department Head.

- The Chief Financial Officer may approve a Procurement Contract once they have confirmed that the accompanying documentation includes a consistent record of the commitment of funds associated with the Procurement.
- Contracts exceeding \$150,000 must also be approved by the President, who does so based on prior approvals and signs off on commitment to the project and the associated Procurement; and
- Contracts exceeding \$500,000 must also be approved by the Board.

### **5.2.1 Board Approval for Contracts**

In addition to the approvals required above, Board approval is required for any Procurement Contract for services to be rendered over a period in excess of one year. For the avoidance of doubt, contracts for equipment, vehicle leases, warranties, or software licenses are excluded from this requirement, as they are not contracts for services. Independent Auditors for the Authority shall be retained only with the prior approval of the Board.

### **5.3 Contract Amendment Approvals**

In addition to all applicable requirements set forth in Section 5.2, each request for an Amendment to a Procurement Contract shall require the following approvals:

#### **5.3.1 Board Approval for Contract Amendments**

The Board must approve any Amendment that:

- Causes the aggregate amount of any Procurement Contract to exceed \$500,000 for the first time; or that
- Increases the aggregate amount of a Procurement Contract by \$500,000 or more above the amount the Board previously approved.

In addition, except for those types of contracts listed in Section 5.3 above, Board approval is required for any extension of an existing Services Contract that a) for the first time, extends the contract term beyond one year; or b) extends the Contract Term by one year or more from the Contract Term last approved by the Board.

#### **5.3.2 Amendment Presidential Approvals**

The President must approve any Amendment that would cause the value of a Procurement Contract, either originally or as amended, to exceed its Original (or amended) Value by twenty five percent (25%) or more.

#### **5.3.3 Diversity Amendment Review**

Contract Amendments must be reassessed for MWBE and SDVOB participation goals, current MWBE and SDVOB Utilization Compliance of the project, and may require vendors to provide updated MWBE and SDVOB Utilization plans prior to approval by the Director of Diversity

Contracting.

#### **5.4 Contracts Requiring OSC Approval**

Any Procurement Contract exceeding \$1,000,000, originally or as amended, which was awarded non-competitively or will be paid in whole or in part from monies appropriated by the State, and any Amendment to a Procurement Contract previously approved by the New York State Office of the State Comptroller (“OSC”) where the value of the Amendment is ten percent (10%) or more of the Procurement Contract value as originally approved by the OSC, shall be submitted to OSC for filing within 60 days after execution and if the Contract/Amendment is the subject of an active written notice by OSC, such Amendment shall be submitted to OSC for prior approval.

#### **5.5 Contracts Requiring EDC Notification**

The Authority shall notify the Commissioner of Economic Development Corporation of the award of a Contract from a Foreign Business Enterprise in an amount equal to or greater than \$1,000,000 at the same time as notice is given to the successful Bidder. Such notice shall include the name, address, telephone and fax number for the Foreign Business Enterprise as well as a brief description of the Commodities or Services to be provided, the Contract value and Term and the name of the point of contact for the Foreign Business Enterprise. No Contract may be entered into until at least fifteen (15) days from notice to the Commissioner unless in the event of an emergency where the Commissioner waives the requirements hereunder. For the purposes of this paragraph, the phrase Foreign Business Enterprise shall mean any business enterprise which proposes to supply the Authority with Commodities produced or Services performed outside of New York State.

#### **5.6 Designation of Approval Authority**

Any approver who seeks to designate another employee to exercise approval authority as provided for under these Guidelines must first ensure the proposed designee be trained on how to conduct sufficient reviews and approvals and be so designated in writing.

#### **5.7 Reporting**

Any Procurement Contract the Authority enters into with an Original Value between \$250,000 and \$500,000 must be documented by the CCO and reported to the Board at the first meeting subsequent to such Contract’s execution. In addition, on a quarterly basis, management must provide a report to the Board listing all projects for which a Procurement may potentially be performed in that quarter.

#### **5.8 Final Contract Approvals**

Upon completion of all applicable requirements set forth in these Guidelines, each request for a Procurement Contract shall require the following approvals, completed per the same criteria set forth in Section 5.2: Subsequent to execution by the selected Vendor and before execution by the Authority, each Procurement Contract shall be approved by the initiating Department Head or

his/her designee, Director of Diversity Contracting, Chief Financial Officer, General Counsel for Procurements in excess of \$50,000 or for those requiring Board approval, and the President. Presidential approval authority can be delegated, at the discretion of the President, to the Chief Financial Officer and/or the Chief Operating Officer.

### **5.9 Monitoring of Procurement Contracts**

Performance of Procurement contracts must be monitored by the initiating department to ensure that: (i) the scope of work or Services to be provided are being/have been timely performed; (ii) cost escalations are identified at the earliest possible opportunity; (iii) the established starting and completion dates for major components of the contract are being/have been met; and (iv) that Utilization Plans, MWBE, and SDVOB participation is progressing as expected and being reported as required. All invoices presented for payment should be reviewed by the person who is monitoring the contract and approved by the respective Department Head and the Director of Diversity Contracting.

### **6. Effect on Awarded Contracts**

Nothing contained in these Guidelines shall be deemed to alter, affect the validity of, modify the terms of, or impair any contract or agreement made or entered into in violation of, or without compliance with, these Guidelines. These Guidelines reflect best customary practice but are not intended to be rules of law. Note, however, that certain contracts may not be “valid or enforceable” without OSC approval. (See Section 5.4)

## Procurement Transactions Bulk Load Worksheet

|                                                                                      |                                                                                               |                                     |                                          |            |              |                                     |            |                 |                                   | Vendor Address                   |                                |                                                                 |                                                     |                                                              |                                                                |                                                       |                   |                                                                    |                                         |                |                  |       |               |
|--------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------|-------------------------------------|------------------------------------------|------------|--------------|-------------------------------------|------------|-----------------|-----------------------------------|----------------------------------|--------------------------------|-----------------------------------------------------------------|-----------------------------------------------------|--------------------------------------------------------------|----------------------------------------------------------------|-------------------------------------------------------|-------------------|--------------------------------------------------------------------|-----------------------------------------|----------------|------------------|-------|---------------|
| * Vendor Name                                                                        | * Procurement Description                                                                     | * Type of Procurement               | * Award Process                          | Award Date | Begin Date   | Does the contract have an end Date? | End Date   | Amount          | * Amount Expended For Fiscal Year | Amount Expended For Life To Date | Current or Outstanding Balance | Number of Bids or Proposals Received Prior to Award of Contract | Is the Vendor a NYS or Foreign Business Enterprise? | Is the Vendor a Minority or Woman-Owned Business Enterprise? | Were MWBE firms solicited as part of this procurement process? | Number of bids or proposals received from MWBE firms. | Fair Market Value | Explain why the fair market value is less than the contract amount | * Address Line 1                        | Address Line 2 | * City           | State | * Postal Code |
| STV Incorporated                                                                     | CPC Ballfield & Community CTR Resiliency Services                                             | Consulting Services                 | Authority Contract - Competitive Bid     | 8/27/2018  | 8/27/2018 Y  |                                     | 10/30/2021 | \$ 1,013,682.55 | \$ 59,125.00                      | \$ 983,477.00                    | \$ 30,205.55                   | 8                                                               | N                                                   | N                                                            | Y                                                              | 0                                                     |                   |                                                                    | 225 Park Avenue South                   |                | New York         | NY    | 10003         |
| Lino Program and Construction Management, P.C.                                       | BPC CTR Leak Remediation C.M Services                                                         | Consulting Services                 | Authority Contract - Competitive Bid     | 12/15/2018 | 12/15/2018 Y |                                     | 11/30/2021 | \$ 918,900.23   | \$ 47,838.00                      | \$ 892,998.91                    | \$ 25,901.32                   | 1                                                               | N                                                   | N                                                            | Y                                                              | 1                                                     |                   |                                                                    | 3 Aerial Way                            |                | Syosset          | NY    | 11791         |
| BPC Ballfield & Community Center Group                                               | BPC Ballfield & Community Center Group                                                        | Consulting Services                 | Authority Contract - Competitive Bid     | 4/15/2020  | 4/15/2020 Y  |                                     | 6/30/2023  | \$ 463,948.38   | \$ 151,502                        | \$ 463,948.38                    | \$ 78.78                       | 12                                                              | N                                                   | N                                                            | Y                                                              | 5                                                     |                   |                                                                    | 63 Broadview Ave                        | 7th Floor      | New York         | NY    | 10006         |
| AWB Janitorial Services                                                              | Peer Review Services for North, South BPC Resiliency                                          | Consulting Services                 | Authority Contract - Competitive Bid     | 3/25/2020  | 3/25/2020 Y  |                                     | 1/31/2023  | \$ 498,286.63   | \$ 106,529.00                     | \$ 498,286.63                    | \$ -                           | 4                                                               | N                                                   | N                                                            | Y                                                              | 0                                                     |                   |                                                                    | 132 West 31 Street, Suite 301           |                | New York         | NY    | 10001         |
| Phonix 7 yile Remediation and Construction Management and Diving Inspection Services | Janitorial Cleaning Services                                                                  | Other                               | Authority Contract - Non-Competitive Bid | 1/1/2020   | 1/1/2020 Y   |                                     | 12/31/2021 | \$ 218,425.87   | \$ 14,704.90                      | \$ 218,425.87                    | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 218,425.87     |                                                                    | PO Box 1534                             |                | New York         | NY    | 10008         |
| The Gottseman Organization, Inc./d/ba Atlas Metal & Marble Maintenance               | Phase 7 yile Remediation and Construction Management and Diving Inspection Services           | Consulting Services                 | Authority Contract - Non-Competitive Bid | 4/29/2020  | 4/29/2020 Y  |                                     | 4/29/2022  | \$ 837,579.31   | \$ 836,788.71                     | \$ 837,579.31                    | \$ 445.82                      | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 130 Park Avenue PO Box 3152             |                | South Hackensack | NJ    | 07601         |
| SuizMusic, LLC                                                                       | Metal and Stone Sculpture Maintenance and Conservation Services                               | Consulting Services                 | Authority Contract - Non-Competitive Bid | 8/28/2020  | 8/28/2020 Y  |                                     | 8/28/2023  | \$ 398,850.00   | \$ 98,350.00                      | \$ 389,625.00                    | \$ 9,225.00                    | 3                                                               | N                                                   | Y                                                            | Y                                                              | 1                                                     | \$ 398,850.00     |                                                                    | 732 Smithtown Bypass, Suite 304         |                | Smithtown        | NY    | 11787         |
| Goldenfields LLC                                                                     | Children's Musical Performances                                                               | Other                               | Authority Contract - Non-Competitive Bid | 4/28/2022  | 4/28/2022 Y  |                                     | 3/31/2023  | \$ 10,000.00    | \$ 1,950.00                       | \$ 5,300.00                      | \$ 4,700.00                    | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 10,000.00      |                                                                    | 451 18th Street                         |                | Brooklyn         | NY    | 11215         |
| William New Wilde, Jr                                                                | Children's Musical Performances                                                               | Other                               | Authority Contract - Non-Competitive Bid | 4/28/2022  | 4/28/2022 Y  |                                     | 4/30/2023  | \$ 10,000.00    | \$ 2,200.00                       | \$ 3,100.00                      | \$ 6,900.00                    | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 10,000.00      |                                                                    | 47 Hudson Place                         |                | Westhaveren      | NJ    | 7086          |
| Qui Events, Inc.                                                                     | Children's Musical Performances                                                               | Other                               | Authority Contract - Non-Competitive Bid | 4/28/2022  | 4/28/2022 Y  |                                     | 4/30/2023  | \$ 10,000.00    | \$ 1,400.00                       | \$ 1,400.00                      | \$ 8,600.00                    | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 10,000.00      |                                                                    | 254 Myer Road                           |                | Pittstown        | NJ    | 8927          |
| United Talent Agency/ Nicole Atkins &Co. LLC                                         | DI services & Headphones for silent events                                                    | Other                               | Authority Contract - Non-Competitive Bid | 2/4/2022   | 2/4/2022 Y   |                                     | 2/3/2023   | \$ 15,000.00    | \$ -                              | \$ 8,520.00                      | \$ 6,480.00                    | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 15,000.00      |                                                                    | 21-35 32nd Street                       |                | Astoria          | NY    | 11105         |
| Arteme Alexander Clark, LLC/dba Government Content                                   | River and Blues' Performance musical performers                                               | Other                               | Authority Contract - Non-Competitive Bid | 7/7/2022   | 7/7/2022 Y   |                                     | 10/3/2023  | \$ 11,000.00    | \$ 5,500.00                       | \$ 11,000.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 11,000.00      |                                                                    | 9336 Civic Center Driver                |                | Beverly Hills    | CA    | 90210         |
| Artes Risk Solutions, Inc.                                                           | Art Video Production Services                                                                 | Consulting Services                 | Authority Contract - Non-Competitive Bid | 5/20/2022  | 5/20/2022 Y  |                                     | 5/19/2024  | \$ 38,390.00    | \$ 38,390.00                      | \$ 38,390.00                     | \$ 20,390.00                   | 17                                                              | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 38,390.00      |                                                                    | 58 West 228th St                        |                | New York         | NY    | 10027         |
| AECOM USA, Inc.                                                                      | Captive Insurance Program Feasibility Study                                                   | Consulting Services                 | Authority Contract - Non-Competitive Bid | 12/2/2022  | 12/2/2022 Y  |                                     | 12/1/2023  | \$ 40,000.00    | \$ 40,000.00                      | \$ 40,000.00                     | \$ -                           | 3                                                               | N                                                   | N                                                            | N                                                              | 2                                                     | \$ 40,000.00      |                                                                    | 2850 Golf Road                          |                | Rolling Meadows  | IL    | 60008         |
| Alumina Strategic Advisors, LLC                                                      | Benefit-Cost Analysis of BPC Resiliency Projects                                              | Consulting Services                 | Authority Contract - Non-Competitive Bid | 6/23/2022  | 6/23/2022 Y  |                                     | 3/31/2023  | \$ 134,039.00   | \$ 50,877.08                      | \$ 121,377.51                    | \$ 12,661.49                   | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 134,039.00     |                                                                    | 605 Third Avenue                        |                | New York         | NY    | 10158         |
| Arts & Education Continuum, Inc.                                                     | New York State Legislative Lobbyist                                                           | Consulting Services                 | Authority Contract - Non-Competitive Bid | 5/27/2022  | 5/27/2022 Y  |                                     | 5/26/2023  | \$ 5,000.00     | \$ 5,000.00                       | \$ 5,000.00                      | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 5,000.00       |                                                                    | 111 Washington Avenue 2nd Fl.           |                | Albany           | NY    | 12219         |
| Nicole R. Fleetwood                                                                  | Musical Performance                                                                           | Other                               | Authority Contract - Non-Competitive Bid | 11/12/2022 | 11/12/2022 Y |                                     | 11/12/2023 | \$ 5,000.00     | \$ 5,000.00                       | \$ 5,000.00                      | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 5,000.00       |                                                                    | 27 Mount Morris Park West               |                | New York         | NY    | 10027         |
| Museum of Jewish Heritage -Living Memorial to the Holocaust                          | Talk Art Discussion                                                                           | Other                               | Authority Contract - Non-Competitive Bid | 11/12/2022 | 11/12/2022 Y |                                     | 11/12/2023 | \$ 1,000.00     | \$ 1,000.00                       | \$ 1,000.00                      | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 1,000.00       |                                                                    | 38 W 119 St. #2                         |                | New York         | NY    | 10026         |
| Franks House Park & Play                                                             | New York Jewish Book Festival and Genealogy Festival                                          | Other                               | Authority Contract - Non-Competitive Bid | 12/1/2022  | 12/1/2022 Y  |                                     | 7/1/2023   | \$ 50,500.00    | \$ 50,500.00                      | \$ 50,500.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 50,500.00      |                                                                    | 36 Battery Place                        |                | New York         | NY    | 10280         |
| Skyrcraper Museum                                                                    | Excavation in the Park & Window Exhibition                                                    | Other                               | Authority Contract - Non-Competitive Bid | 11/5/2023  | 11/5/2023 Y  |                                     | 11/5/2023  | \$ 29,230.00    | \$ 29,230.00                      | \$ 29,230.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 29,230.00      |                                                                    | 10 River Terrace                        |                | New York         | NY    | 10282         |
| Childs Play Challenge Courses                                                        | The Skyrcraper Museum Family Program & Walking Tour                                           | Other                               | Authority Contract - Non-Competitive Bid | 9/20/2023  | 9/20/2023 Y  |                                     | 9/20/2023  | \$ 20,000.00    | \$ 20,000.00                      | \$ 20,000.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 20,000.00      |                                                                    | 39 Battery Place                        |                | New York         | NY    | 10280         |
| illumination Light Art Experience event                                              | Play course provider for Parks Programming event                                              | Other                               | Authority Contract - Non-Competitive Bid | 3/16/2023  | 3/16/2023 Y  |                                     | 3/19/2023  | \$ 5,500.00     | \$ 5,500.00                       | \$ 5,500.00                      | \$ -                           | 2                                                               | N                                                   | N                                                            | N                                                              | 1                                                     | \$ 5,500.00       |                                                                    | 410 Montague Avenue                     |                | Scotch Plains    | NJ    | 7076          |
| Frack Muhel                                                                          | Community Dance                                                                               | Other                               | Authority Contract - Non-Competitive Bid | 4/7/2023   | 4/7/2023 Y   |                                     | 4/7/2023   | \$ 15,000.00    | \$ 15,000.00                      | \$ 15,000.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 15,000.00      |                                                                    | 51 Prospect St                          |                | Brooklyn         | NY    | 11201         |
| Paul S Dahlin                                                                        | Swedish Festival Musical Performance                                                          | Other                               | Authority Contract - Non-Competitive Bid | 4/26/2023  | 4/26/2023 Y  |                                     | 6/10/2023  | \$ 6,500.00     | \$ 6,500.00                       | \$ 6,500.00                      | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 6,500.00       |                                                                    | 2553 Third Ave, Apt 1210                |                | New York         | NY    | 10035         |
| Asian American Writers' Workshop                                                     | Contemporary Asian American Narratives                                                        | Other                               | Authority Contract - Non-Competitive Bid | 4/17/2023  | 4/17/2023 Y  |                                     | 6/23/2023  | \$ 11,750.00    | \$ 11,750.00                      | \$ 11,750.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 11,750.00      |                                                                    | 120 First Avenue                        |                | Two Harbors      | MN    | 55616         |
| Museum of Jewish Heritage -Living Memorial to the Holocaust                          | Wayfinding                                                                                    | Other                               | Authority Contract - Non-Competitive Bid | 5/1/2023   | 5/1/2023 Y   |                                     | 7/31/2023  | \$ 6,000.00     | \$ 6,000.00                       | \$ 6,000.00                      | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 6,000.00       |                                                                    | 112 West 27th Street, Suite 600         |                | New York         | NY    | 10001         |
| Mahogany I. Browne, LLC                                                              | Marta Blair Visual Art Installation & Nats Camara Mahogany I. Browne Book Reading Performance | Other                               | Authority Contract - Non-Competitive Bid | 5/25/2023  | 5/25/2023 Y  |                                     | 5/25/2023  | \$ 50,000.00    | \$ 50,000.00                      | \$ 50,000.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 50,000.00      |                                                                    | 555 East 90th Street                    |                | New York         | NY    | 10019         |
| George Morton Art Protection                                                         | Mahogany I. Browne Book Reading Performance                                                   | Other                               | Authority Contract - Non-Competitive Bid | 5/25/2023  | 5/25/2023 Y  |                                     | 5/25/2023  | \$ 50,000.00    | \$ 50,000.00                      | \$ 50,000.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 50,000.00      |                                                                    | 125 Maiden Lane, 2nd Floor              |                | New York         | NY    | 10038         |
| River & Blues Live Fields performance                                                | George Morton Art Protection                                                                  | Other                               | Authority Contract - Non-Competitive Bid | 5/25/2023  | 5/25/2023 Y  |                                     | 5/25/2023  | \$ 50,000.00    | \$ 50,000.00                      | \$ 50,000.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 50,000.00      |                                                                    | 2484 Bedford Avenue, apt 5A             |                | Brooklyn         | NY    | 11216         |
| The Dip Music LLC dba The Dip                                                        | River & Blues Live Fields performance                                                         | Other                               | Authority Contract - Non-Competitive Bid | 5/25/2023  | 5/25/2023 Y  |                                     | 5/25/2023  | \$ 50,000.00    | \$ 50,000.00                      | \$ 50,000.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 50,000.00      |                                                                    | 600 Columbia St                         |                | GA               | 30004 | 30004         |
| Outside Child, Inc.                                                                  | River and Blues Performance                                                                   | Other                               | Authority Contract - Non-Competitive Bid | 7/6/2023   | 7/6/2023 Y   |                                     | 7/6/2023   | \$ 20,000.00    | \$ 20,000.00                      | \$ 20,000.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 20,000.00      |                                                                    | 242 East 33rd Street                    |                | New York         | NY    | 10016         |
| UNITE USA Corp                                                                       | River and Blues Performance                                                                   | Other                               | Authority Contract - Non-Competitive Bid | 7/14/2023  | 7/14/2023 Y  |                                     | 7/14/2023  | \$ 22,500.00    | \$ 22,500.00                      | \$ 22,500.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 22,500.00      |                                                                    | PO Box 6009                             |                | Bozeman          | MT    | 59731         |
| Church Street School for Music and Art Inc.                                          | CSDMA Music and Art Program and Performances                                                  | Other                               | Authority Contract - Non-Competitive Bid | 6/28/2023  | 6/28/2023 Y  |                                     | 6/28/2023  | \$ 8,500.00     | \$ 8,500.00                       | \$ 8,500.00                      | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 8,500.00       |                                                                    | 228 Park Ave. S., Floor 9               |                | New York         | NY    | 10003         |
| Battery Dance Corporation                                                            | Battery Dance Festival                                                                        | Other                               | Authority Contract - Non-Competitive Bid | 7/31/2023  | 7/31/2023 Y  |                                     | 8/18/2023  | \$ 10,000.00    | \$ 10,000.00                      | \$ 10,000.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 10,000.00      |                                                                    | 429 Marguerita Street                   |                | Toronto          | ON    | M6H 3S4       |
| Shut-Side-Robly Audio Studio                                                         | Shut-Side-Robly Audio Studio                                                                  | Other                               | Authority Contract - Non-Competitive Bid | 8/1/2023   | 8/1/2023 Y   |                                     | 8/1/2023   | \$ 30,000.00    | \$ 30,000.00                      | \$ 30,000.00                     | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 30,000.00      |                                                                    | 41 White St.                            |                | New York         | NY    | 10034         |
| Deborah Bradley Construction Company                                                 | Augmented Reality Audio Studio                                                                | Other Professional Services         | Authority Contract - Non-Competitive Bid | 11/15/2021 | 11/15/2021 Y |                                     | 8/19/2023  | \$ 30,000.00    | \$ 30,000.00                      | \$ 30,000.00                     | \$ -                           | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 30,000.00      |                                                                    | 380 Broadway, 5th floor                 |                | New York         | NY    | 10013         |
| Nicholas & Gallaway, Inc.                                                            | Rockefeller Park Playground Restoration                                                       | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 3/28/2019  | 3/28/2019 Y  |                                     | 11/30/2021 | \$ 2,009,539.34 | \$ 62,225.70                      | \$ 2,009,139.77                  | \$ 399.57                      | 2                                                               | N                                                   | Y                                                            | Y                                                              | 2                                                     |                   |                                                                    | 481 Manhattan Ave                       |                | New York         | NY    | 10027         |
| Chlorine F. Gallo                                                                    | Site 23-24 Leak Remediation & Waterproofing                                                   | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 7/30/2019  | 7/30/2019 Y  |                                     | 12/30/2022 | \$ 7,797,467.45 | \$ 105,841.37                     | \$ 7,776,369.31                  | \$ 21,098.14                   | 1                                                               | N                                                   | N                                                            | N                                                              | 4                                                     |                   |                                                                    | 261 Glen Head Road                      |                | Glen Head        | NY    | 11545         |
| Crana Electric, Inc.                                                                 | Childrens Musical Performance                                                                 | Other                               | Authority Contract - Competitive Bid     | 4/1/2022   | 4/1/2022 Y   |                                     | 10/1/2023  | \$ 2,100.00     | \$ -                              | \$ 616,682.22                    | \$ 285,317.78                  | 19                                                              | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 10,000.00      |                                                                    | 6,625 42nd Street                       |                | Brooklyn         | NY    | 7402          |
| UNISYS Electric Inc.                                                                 | Pier A Phase III Core and Shell Electric Work                                                 | Other Professional Services         | Authority Contract - Competitive Bid     | 2/4/2010   | 2/4/2010 Y   |                                     | 7/31/2014  | \$ 2,250,423.59 | \$ -                              | \$ 2,224,272.06                  | \$ 26,151.53                   | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 230 5th Avenue South                    |                | Mountain View    | CA    | 95050         |
| Community Electric, Inc.                                                             | Site 3 BOPC Maintenance Facility Electric Work                                                | Other Professional Services         | Authority Contract - Competitive Bid     | 7/24/2007  | 7/24/2007 Y  |                                     | 8/31/2010  | \$ 4,285,331.51 | \$ -                              | \$ 4,285,331.51                  | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 19 Living Place                         |                | Staten Island    | NY    | 10304         |
| Community Green, Inc.                                                                | Belvedere Pylons & Glass Benches                                                              | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 1/22/2019  | 1/22/2019 Y  |                                     | 4/30/2021  | \$ 713,245.50   | \$ -                              | \$ 638,868.28                    | \$ 54,477.22                   | 3                                                               | N                                                   | Y                                                            | Y                                                              | 1                                                     |                   |                                                                    | 124 Granite Avenue                      |                | Staten Island    | NY    | 10303         |
| CB Richard Ellis, Inc.                                                               | Urban Engineers and Construction/Maintenance                                                  | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 12/30/2009 | 12/30/2009 Y |                                     | 12/31/2021 | \$ 1,934,205.78 | \$ -                              | \$ 1,934,205.78                  | \$ -                           | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 555 East 90th Street                    |                | New York         | NY    | 10019         |
| KS Engineers, P.C.                                                                   | On-Call Real Estate Consultant Services                                                       | Consulting Services                 | Authority Contract - Competitive Bid     | 4/29/2011  | 4/29/2011 Y  |                                     | 12/31/2019 | \$ 1,572,500.00 | \$ -                              | \$ 1,445,950.00                  | \$ 126,550.00                  | 0                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 200 Park Avenue 19 th Fl.               |                | New York         | NY    | 10166         |
| JP Morgan Chase Bank                                                                 | On-Call Engineering Services                                                                  | Other Professional Services         | Authority Contract - Competitive Bid     | 3/5/2015   | 3/5/2015 Y   |                                     | 6/30/2019  | \$ 675,000.00   | \$ -                              | \$ 444,427.38                    | \$ 230,572.62                  | 13                                                              | Y                                                   | Y                                                            | Y                                                              | 3                                                     |                   |                                                                    | 65 Broadway, Suite 1002                 |                | New York         | NY    | 10006-2542    |
| Architectural Preservation Studios                                                   | Financial Services                                                                            | Financial Services                  | Authority Contract - Competitive Bid     | 3/1/2016   | 3/1/2016 Y   |                                     | 3/1/2016   | \$ 602,000.00   | \$ 809.89                         | \$ 602,000.00                    | \$ -                           | 4                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 1534 Rte 9W                             |                | New York         | NY    | 10172         |
| Shir Tremontale LLP                                                                  | Design and Construction/Maintenance                                                           | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 3/2/2015   | 3/2/2015 Y   |                                     | 7/1/2023   | \$ 473,350.00   | \$ 5,225.00                       | \$ 419,377.70                    | \$ 53,972.30                   | 1                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 594 Broadway, Suite 919                 |                | New York         | NY    | 10012-2333    |
| Shir Tremontale LLP                                                                  | Legal Services                                                                                | Legal Services                      | Authority Contract - Non-Competitive Bid | 12/20/2016 | 12/20/2016 Y |                                     | 11/20/2020 | \$ 500,000.00   | \$ -                              | \$ 317,302.68                    | \$ 182,697.32                  | 3                                                               | N                                                   | N                                                            | N                                                              | 0                                                     | \$ 500,000.00     |                                                                    | 90 Broad Street                         |                | New York         | NY    | 10004         |
| Shir Tremontale LLP                                                                  | Pier A River Water Geothermal System Maintenance                                              | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 5/28/2017  | 5/28/2017 Y  |                                     | 12/29/2021 | \$ 679,418.02   | \$ -                              | \$ 285,994.88                    | \$ 393,423.14                  | 2                                                               | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 156 East 42nd Street Ext                |                | New York         | NY    | 10017         |
| 212/Harawake Inc. DBA Two Twelve                                                     | On-Call Engineering Services                                                                  | On-Call Engineering Services        | Authority Contract - Competitive Bid     | 7/31/2017  | 7/31/2017 Y  |                                     | 9/14/2020  | \$ 900,000.00   | \$ -                              | \$ 614,682.22                    | \$ 285,317.78                  | 19                                                              | N                                                   | N                                                            | N                                                              | 0                                                     |                   |                                                                    | 7 Penn Plaza, 370 Seven Ave, Suite 1800 |                | New York         | NY    | 10001         |
| Professional and Internal Audit Services                                             | Wayfinding Signage Design Services BPC                                                        | Design and Construction/Maintenance | Authority Contract - Competitive Bid     | 10/16/2017 | 10/16/2017 Y |                                     | 6/30/2022  | \$ 41,817.35    | \$ -                              | \$ 396,418.22                    | \$ 21,399.13                   | 3                                                               | N                                                   | Y                                                            | Y                                                              | 1                                                     |                   |                                                                    | 236 West 27th Street Suite 802          |                | New York         | NY    | 10001         |
| PFM Financial Advisory LLC                                                           | Parks warehouse equipment maintenance                                                         | Other Professional Services         | Authority Contract - Non-Competitive Bid | 11/1/2017  | 11/1/2017 Y  |                                     | 10/31/2021 | \$ 98,388.66    | \$ 2,931.25                       | \$ 96,171.65                     | \$ 2,217.01                    | 1                                                               | N                                                   | N                                                            | N                                                              | 0</                                                   |                   |                                                                    |                                         |                |                  |       |               |

|                                                              |                                                              |                                          |                                          |            |            |           |            |              |              |            |            |            |            |    |   |   |   |    |            |                               |                                      |               |          |       |       |
|--------------------------------------------------------------|--------------------------------------------------------------|------------------------------------------|------------------------------------------|------------|------------|-----------|------------|--------------|--------------|------------|------------|------------|------------|----|---|---|---|----|------------|-------------------------------|--------------------------------------|---------------|----------|-------|-------|
| Vivid Marketing Group, LLC / dba Vivid Health                | CPR and first Aid Training Services                          | Other Professional Services              | Authority Contract - Non-Competitive Bid | 10/14/2022 | 10/14/2022 | Y         | 10/13/2023 | \$           | 15,000.00    | \$         | 6,570.00   | \$         | 8,430.00   | 5  | N | N | N | 1  | \$         | 15,000.00                     | 139-38 222nd St.                     | Laurelton     | NY       | 11413 |       |
| City Store Gates Mfg. Corp                                   | On-call first door maintenance and repair services           | Design and Construction/Maintenance      | Authority Contract - Non-Competitive Bid | 2/7/2024   | 2/7/2024   | Y         | 2/7/2024   | \$           | 40,000.00    | \$         | 22,560.00  | \$         | 22,560.00  | 1  | N | N | N | 1  | \$         | 40,000.00                     | 15-20 129th Street                   | College Point | NY       | 11356 |       |
| PFM Financial Advisors LLC                                   | Pre-Qualified Pool of Municipal Advisors                     | Consulting Services                      | Authority Contract - Competitive Bid     | 1/31/2023  | 1/31/2023  | Y         | 2/1/2026   | \$           | 300,000.00   | \$         | -          | \$         | -          | 4  | N | Y | N | 2  |            |                               | 1735 Market Street 43 Fl             | Philadelphia  | PA       | 19103 |       |
| Sycamore Advisors LLC                                        | Sycamore Pre-Qualified Pool of Municipal Advisors            | Consulting Services                      | Authority Contract - Competitive Bid     | 12/15/2022 | 12/15/2022 | Y         | 12/14/2023 | \$           | 100,000.00   | \$         | -          | \$         | -          | 4  | Y | Y | N | 2  |            |                               | 612 East 13th Street                 | Indianapolis  | IN       | 46202 |       |
| Pre-Casita Finance Group, Inc.                               | Pre-Qualified Pool of Municipal Advisors                     | Consulting Services                      | Authority Contract - Non-Competitive Bid | 9/19/2022  | 9/19/2022  | Y         | 9/18/2023  | \$           | 300,000.00   | \$         | 19,137.50  | \$         | 19,137.50  | 1  | N | N | N | 2  |            |                               | 6000 Middlebrook Dr. Suite 410       | MT Laurel     | MD       | 8054  |       |
| Integrity General Contractor Inc.                            | Waste Collection Services                                    | Other Professional Services              | Authority Contract - Non-Competitive Bid | 10/4/2022  | 10/4/2022  | Y         | 10/3/2023  | \$           | 75,000.00    | \$         | 72,388.20  | \$         | 72,388.20  | 3  | Y | Y | N | 3  | \$         | 75,000.00                     | 15 Orchard Terrace                   | Monroe        | NY       | 10900 |       |
| Lamont Financial Services Corporation                        | Lamont Pre-Qualified Pool of Municipal Advisors              | Consulting Services                      | Authority Contract - Competitive Bid     | 12/14/2023 | 12/15/2022 | Y         | 12/14/2025 | \$           | 100,000.00   | \$         | 1,400.00   | \$         | 1,400.00   | 2  | N | Y | Y | 2  |            |                               | 75 Lane Road                         | Fairfield     | NJ       | 17054 |       |
| The F.A. Bartlett Tree Expert Company                        | Tree care services                                           | Other Professional Services              | Authority Contract - Competitive Bid     | 10/14/2022 | 10/14/2022 | Y         | 10/18/2023 | \$           | 250,500.00   | \$         | 29,145.00  | \$         | 29,145.00  | 2  | N | Y | N | 0  |            |                               | 1290 East Main St                    | Stamford      | CT       | 7005  |       |
| On-call aerial lift maintenance and repair service           | On-call aerial lift maintenance and repair service           | Other Professional Services              | Authority Contract - Non-Competitive Bid | 12/7/2022  | 12/7/2022  | Y         | 12/6/2023  | \$           | 45,000.00    | \$         | 1,246.96   | \$         | 1,246.96   | 1  | N | Y | N | 1  | \$         | 45,000.00                     | 400 First Continental Road, Suite 70 | Stamford      | CT       | 69021 |       |
| W&E Baum Bronze Tablet Corp                                  | On-site Memorial Etching Services                            | Consulting Services                      | Authority Contract - Non-Competitive Bid | 1/19/2023  | 10/20/2022 | Y         | 1/19/2023  | \$           | 49,999.95    | \$         | 49,999.95  | \$         | 49,999.95  | 0  | N | N | N | 0  | \$         | 49,999.95                     | 89 Barnard Street                    | Freehold      | NJ       | 7728  |       |
| Viva Vaccine Administration                                  | Viva Vaccine Administration                                  | Consulting Services                      | Authority Contract - Non-Competitive Bid | 9/13/2022  | 9/13/2022  | Y         | 4/11/2023  | \$           | 2,000.00     | \$         | 1,848.00   | \$         | 1,848.00   | 3  | N | N | N | 0  | \$         | 2,000.00                      | 45 Knollwood Road, Suite 504         | Elmsford      | NY       | 10523 |       |
| DBS Actuary Services                                         | DBS Actuary Services                                         | Consulting Services                      | Authority Contract - Non-Competitive Bid | 3/21/2023  | 3/21/2023  | Y         | 3/20/2024  | \$           | 20,250.00    | \$         | 12,250.00  | \$         | 12,250.00  | 1  | N | Y | Y | 1  | \$         | 20,000.00                     | 3120 15th Ave S 3800                 | Seattle       | WA       | 98101 |       |
| Webcasting & Video Production                                | Webcasting & Video Production                                | Consulting Services                      | Authority Contract - Non-Competitive Bid | 11/14/2022 | 11/14/2022 | Y         | 1/23/2026  | \$           | 120,000.00   | \$         | 38,237.50  | \$         | 38,237.50  | 4  | Y | Y | Y | 4  | \$         | 120,000.00                    | 630 Ninth Avenue                     | Suite 304     | New York | NY    | 10036 |
| 6 River Terrace AV System Repair                             | 6 River Terrace AV System Repair                             | Other                                    | Authority Contract - Non-Competitive Bid | 3/21/2023  | 3/21/2023  | Y         | 3/20/2024  | \$           | 1,600.00     | \$         | 1,600.00   | \$         | 1,600.00   | 1  | Y | Y | Y | 1  | \$         | 1,600.00                      | 517 Commack Rd                       | Dover Park    | NY       | 11729 |       |
| 20 Battery Place/Village Park Pavilion Demolition            | 20 Battery Place/Village Park Pavilion Demolition            | Consulting Services                      | Authority Contract - Non-Competitive Bid | 2/24/2023  | 2/24/2023  | Y         | 2/24/2023  | \$           | 24,000.00    | \$         | 12,200.00  | \$         | 12,200.00  | 3  | N | Y | Y | 0  | \$         | 24,000.00                     | 1320 West John Street                | Hicksville    | NY       | 11801 |       |
| Resiliency Advisory Group of New York                        | Resiliency Advisory Group of New York                        | Consulting Services                      | Authority Contract - Competitive Bid     | 12/1/2023  | 12/30/2022 | Y         | 12/1/2023  | \$           | 49,500.00    | \$         | 46,209.10  | \$         | 46,209.10  | 1  | N | Y | Y | 0  |            |                               | 42 West 39th Street 7th Floor        | New York      | NY       | 10018 |       |
| ASL International Services                                   | ASL International Services                                   | Authority Contract - Non-Competitive Bid | 8/29/2026                                | 8/29/2026  | Y          | 8/29/2026 | \$         | 15,000.00    | \$           | -          | \$         | -          | 15,000.00  | 7  | Y |   |   | 1  | \$         | 15,000.00                     | 1663 East 17 th St.                  | Brooklyn      | NY       | 11229 |       |
| 75 Battery Place Boiler Inspection                           | 75 Battery Place Boiler Inspection                           | Consulting Services                      | Authority Contract - Non-Competitive Bid | 5/1/2023   | 5/1/2023   | Y         | 4/30/2026  | \$           | 43,000.00    | \$         | 6,600.00   | \$         | 6,600.00   | 0  | N | N | N | 0  | \$         | 43,000.00                     | 6 International Drive, Suite 210     | Rye Brook     | NY       | 10573 |       |
| 1004 Liberty Industrial Group, LLC                           | 1004 Liberty Industrial Group, LLC                           | Authority Contract - Non-Competitive Bid | 4/1/2023                                 | 4/1/2023   | Y          | 4/1/2023  | \$         | 64,231.92    | \$           | 64,231.92  | \$         | 64,231.92  | 1          | N  | Y | Y | 1 | \$ | 303,604.02 | One Liberty Plaza 9th Fl      | New York                             | NY            | 10066    |       |       |
| Twin Peaks, Incorporated                                     | 200 Rector Place Fit out Closed out Services                 | Consulting Services                      | Authority Contract - Non-Competitive Bid | 3/14/2024  | 3/14/2024  | Y         | 3/13/2024  | \$           | 20,000.00    | \$         | 6,720.00   | \$         | 13,280.00  | 0  | N | N | N | 0  | \$         | 20,000.00                     | 37-39 30th Street                    | New York      | NY       | 11001 |       |
| Earth Matters NY                                             | Governor's Island Closing out                                | Other Professional Services              | Authority Contract - Non-Competitive Bid | 9/22/2023  | 9/22/2023  | Y         | 9/22/2023  | \$           | 2,000.00     | \$         | -          | \$         | 2,000.00   | 1  | N | N | N | 0  | \$         | 2,000.00                      | 758 Enright Rd                       | New York      | NY       | 11004 |       |
| 11449 Sevens, Inc.                                           | Di Services for Silent Events                                | Other                                    | Authority Contract - Non-Competitive Bid | 4/17/2023  | 4/17/2023  | Y         | 4/16/2024  | \$           | 24,000.00    | \$         | 5,692.47   | \$         | 5,692.47   | 3  | N | Y | Y | 0  | \$         | 24,000.00                     | 21-35 32nd Street                    | Astoria       | NY       | 11405 |       |
| SuitMusic, LLC                                               | SuitMusic Children's Musical Performances                    | Other                                    | Authority Contract - Non-Competitive Bid | 4/2/2023   | 4/2/2023   | Y         | 4/1/2024   | \$           | 10,000.00    | \$         | 1,000.00   | \$         | 9,000.00   | 1  | N | N | N | 0  | \$         | 10,000.00                     | 451 18th Street                      | Brooklyn      | NY       | 11215 |       |
| Louis F. Gallo                                               | Gallo Children's Musical Performances                        | Authority Contract - Non-Competitive Bid | 4/2/2023                                 | 4/2/2023   | Y          | 4/1/2024  | \$         | 10,000.00    | \$           | 1,555.00   | \$         | 8,445.00   | 1          | N  | N | N | 0 | \$ | 10,000.00  | 2-19 Berdan Avenue            | Fair Lawn                            | NJ            | 7066     |       |       |
| William Key Wilde, Jr                                        | Children's Musical Performances                              | Other                                    | Authority Contract - Non-Competitive Bid | 4/2/2023   | 4/2/2023   | Y         | 4/1/2024   | \$           | 10,000.00    | \$         | 500.00     | \$         | 9,500.00   | 1  | N | N | N | 0  | \$         | 10,000.00                     | 2 Sky Manor Rd                       | Pittsford     | NY       | 10867 |       |
| Golodnia Children's LLC                                      | Golodnia Children's Musical Performance                      | Authority Contract - Non-Competitive Bid | 4/2/2023                                 | 4/2/2023   | Y          | 4/1/2024  | \$         | 10,000.00    | \$           | 300.00     | \$         | 9,700.00   | 1          | N  | N | N | 0 | \$ | 10,000.00  | 47 Hudson Place               | Westhaver                            | NJ            | 7086     |       |       |
| Fried, Frank, Harris, Shriver & Jacobson LLP                 | Legal Counsel                                                | Authority Contract - Competitive Bid     | 12/1/2022                                | 12/1/2022  | Y          | 12/1/2022 | \$         | 1,000,000.00 | \$           | 999,833.50 | \$         | 999,833.50 | 42         | N  | Y | Y | 4 |    |            | One New York Plaza            | New York                             | NY            | 10004    |       |       |
| Amaracon Testing & Inspections, LLC                          | South B.P.C Resiliency - Special Inspection & Labor          | Consulting Services                      | Authority Contract - Competitive Bid     | 5/10/2023  | 5/10/2023  | Y         | 11/10/2025 | \$           | 1,031,250.00 | \$         | 26,530.00  | \$         | 26,530.00  | 8  | Y | Y | Y | 3  |            |                               | 2 Commercial Street                  | Hicksville    | NY       | 11801 |       |
| City Store Gates Mfg. Corp                                   | Route 9A Plant Replacement                                   | Other Professional Services              | Authority Contract - Non-Competitive Bid | 5/15/2023  | 5/15/2023  | Y         | 5/15/2023  | \$           | 219,260.00   | \$         | 219,260.00 | \$         | 219,260.00 | 1  | N | Y | Y | 3  | \$         | 219,260.00                    | 4604 Fifth Avenue                    | New York      | NY       | 10018 |       |
| Wasserman Law LLP                                            | SEO Investigation Services                                   | Consulting Services                      | Authority Contract - Non-Competitive Bid | 6/9/2023   | 6/9/2023   | Y         | 6/15/2024  | \$           | 40,000.00    | \$         | 1,000.00   | \$         | 39,000.00  | 2  | Y | Y | Y | 2  | \$         | 40,000.00                     | 69 Ludlow Drive                      | Chappaqua     | NY       | 10514 |       |
| Dewberry Engineers, Inc                                      | Owner's Representative Services for B.P.C. Resiliency        | Consulting Services                      | Authority Contract - Non-Competitive Bid | 6/7/2023   | 6/7/2023   | Y         | 6/6/2024   | \$           | 500,000.00   | \$         | 46,473.90  | \$         | 453,526.10 | 0  | N | N | N | 0  | \$         | 500,000.00                    | 132 West 31 Street, Suite 301        | New York      | NY       | 10001 |       |
| Museum of Jewish Heritage - Living Memorial to the Holocaust | A Owner's of Assisted in Person Public Event                 | Other Professional Services              | Authority Contract - Non-Competitive Bid | 6/22/2023  | 6/22/2023  | Y         | 10/19/2023 | \$           | 52,150.00    | \$         | -          | \$         | 52,150.00  | 0  | N | N | N | 0  | \$         | 52,150.00                     | 38 Battery Place                     | New York      | NY       | 10020 |       |
| Kalekeda Davis                                               | Kalekeda Davis Art Talk Guide                                | Other                                    | Authority Contract - Non-Competitive Bid | 6/28/2023  | 6/28/2023  | Y         | 6/16/2024  | \$           | 512.50       | \$         | 512.50     | \$         | 512.50     | 1  | N | Y | N | 0  | \$         | 3,500.00                      | 1112 30th Avenue                     | Astoria       | NY       | 11102 |       |
| Phillips Nizer LLP                                           | Real estate tax certiorari court                             | Other                                    | Authority Contract - Non-Competitive Bid | 6/14/2023  | 6/14/2023  | Y         | 6/13/2024  | \$           | 35,000.00    | \$         | -          | \$         | 35,000.00  | 3  | N | N | N | 0  | \$         | 35,000.00                     | 485 Lexington Avenue                 | New York      | NY       | 10017 |       |
| Bauer Office Solutions, Inc.                                 | Photocopier Lease and Service                                | Authority Contract - Non-Competitive Bid | 8/13/2026                                | 8/14/2023  | Y          | 8/13/2026 | \$         | 49,000.00    | \$           | 1,377.00   | \$         | 47,623.00  | 10         | N  | N | N | 0 | \$ | 49,000.00  | 6 Westchester                 | Elmsford                             | NY            | 10523    |       |       |
| Verizon Fortinet Upgrade Services Inc.                       | Verizon Fortinet Upgrade Services                            | Technology - Software                    | Authority Contract - Non-Competitive Bid | 7/13/2023  | 7/13/2023  | Y         | 7/13/2023  | \$           | 8,500.00     | \$         | -          | \$         | 8,500.00   | 1  | N | Y | Y | 0  |            |                               | One Liberty Plaza                    | Banking       | NY       | 7020  |       |
| Risa Heller Communications                                   | Public Relations & Strategic Communications                  | Consulting Services                      | Authority Contract - Non-Competitive Bid | 8/1/2023   | 8/1/2023   | Y         | 7/31/2026  | \$           | 396,000.00   | \$         | 22,000.00  | \$         | 374,000.00 | 6  | N | N | N | 5  | \$         | 396,000.00                    | 233 Broadway, #2701                  | New York      | NY       | 10079 |       |
| ArBridge Projects, Inc                                       | City Canvas Art Fencing for the south BPC Resiliency Project | Consulting Services                      | Authority Contract - Non-Competitive Bid | 8/4/2023   | 8/4/2023   | Y         | 5/3/2024   | \$           | 17,000.00    | \$         | -          | \$         | 17,000.00  | 0  | N | N | N | 0  | \$         | 17,000.00                     | 526 West 26th Street, Suite 502      | New York      | NY       | 10021 |       |
| Harris Rand Lust                                             | Resident & CEO Deductive Search                              | Consulting Services                      | Authority Contract - Non-Competitive Bid | 7/25/2023  | 7/26/2023  | Y         | 7/25/2024  | \$           | 100,000.00   | \$         | 66,666.00  | \$         | 66,666.00  | 1  | N | N | N | 0  | \$         | 100,000.00                    | 1002 Cove Road                       | Mannamneck    | NY       | 10543 |       |
| John Bernard Sanders                                         | Condominium Ground Rent Assistance Program Design            | Consulting Services                      | Authority Contract - Non-Competitive Bid | 8/22/2023  | 8/22/2023  | Y         | 8/21/2024  | \$           | 5,000.00     | \$         | 5,000.00   | \$         | 5,000.00   | 1  | N | N | N | 0  | \$         | 100,000.00                    | 80 Compensated Bld Fl                | New York      | NY       | 10004 |       |
| ROXX ENTERTAINMENT, LLC                                      | ROXX Entertainment Musical Performances                      | Other                                    | Authority Contract - Non-Competitive Bid | 9/1/2023   | 9/1/2023   | Y         | 9/1/2024   | \$           | 10,000.00    | \$         | 4,000.00   | \$         | 6,000.00   | 1  | N | N | N | 0  | \$         | 10,000.00                     | 4250 N Marine Dr. #1335              | Chicago       | IL       | 60613 |       |
| ROXX Entertainment, LLC                                      | Legal Counsel                                                | Authority Contract - Non-Competitive Bid | 9/1/2023                                 | 9/1/2023   | Y          | 9/1/2024  | \$         | 10,000.00    | \$           | 4,000.00   | \$         | 6,000.00   | 1          | N  | N | N | 0 | \$ | 10,000.00  | 6050 Kennedy Boulevard # 210H | West New York                        | NJ            | 7069     |       |       |
| Sive Paget Riesel PC                                         | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 200,000.00   | \$           | -          | \$         | -          | 200,000.00 | 42 | N | Y | Y | 6  |            |                               | One Vanderbilt                       | New York      | NY       | 10017 |       |
| Schoeman Updike & Kaufman & Gerber LLP                       | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 350,000.00   | \$           | -          | \$         | -          | 350,000.00 | 42 | Y | Y | Y | 6  |            |                               | 551 Fifth Avenue                     | New York      | NY       | 10166 |       |
| Huguet Newman & Regal, LLP                                   | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | Y | Y | Y | 6  |            |                               | 31 West 22nd Street                  | New York      | NY       | 10011 |       |
| Fried, Frank, Harris, Shriver & Jacobson LLP                 | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | Y | Y | Y | 6  |            |                               | One Grand Central Place              | New York      | NY       | 10166 |       |
| Cartier Lejard & Shriver & Jacobson LLP                      | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 1,500,000.00 | \$           | 851,166.78 | \$         | 851,166.78 | 42         | N  | Y | Y | 6 |    |            | One New York Plaza            | New York                             | NY            | 10005    |       |       |
| Legal Services Environmental, Labor & Employment             | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 250,000.00   | \$           | -          | \$         | -          | 250,000.00 | 42 | N | Y | Y | 6  |            |                               | 2 Wall Street                        | New York      | NY       | 10005 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | N | Y | Y | 6  |            |                               | 1010 Franklin Avenue                 | Garden City   | NY       | 11030 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | N | Y | Y | 6  |            |                               | One New York Plaza                   | New York      | NY       | 10005 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 250,000.00   | \$           | -          | \$         | -          | 250,000.00 | 42 | N | Y | Y | 6  |            |                               | 2 Wall Street                        | New York      | NY       | 10005 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | N | Y | Y | 6  |            |                               | 1010 Franklin Avenue                 | Garden City   | NY       | 11030 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | N | Y | Y | 6  |            |                               | One New York Plaza                   | New York      | NY       | 10005 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 250,000.00   | \$           | -          | \$         | -          | 250,000.00 | 42 | N | Y | Y | 6  |            |                               | 2 Wall Street                        | New York      | NY       | 10005 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           | -          | \$         | -          | 100,000.00 | 42 | N | Y | Y | 6  |            |                               | 1010 Franklin Avenue                 | Garden City   | NY       | 11030 |       |
| Legal Services                                               | Legal Services                                               | Authority Contract - Competitive Bid     | 4/12/2023                                | 4/12/2023  | Y          | 4/12/2023 | \$         | 100,000.00   | \$           |            |            |            |            |    |   |   |   |    |            |                               |                                      |               |          |       |       |

|                                                                  |                                   |                                                |                                         |    |            |   |                                          |                  |        |            |
|------------------------------------------------------------------|-----------------------------------|------------------------------------------------|-----------------------------------------|----|------------|---|------------------------------------------|------------------|--------|------------|
| Orcafun Nursery, Inc.                                            | Assorted perennials               | Other                                          | Non Contract Procurement/Purchase Order | \$ | 10,975.66  | N | 5520 Bahama Road                         | Rougemont        | NC     | 27572      |
| Oracle America Inc.                                              | NetSuite cloud services           | Other Professional Services                    | Non Contract Procurement/Purchase Order | \$ | 20,152.80  | N | 500 Oracle Parkway                       | Redwood City     | CA     | 94065      |
| Adobe International Corp                                         | Software                          | Technology - Software                          | Non Contract Procurement/Purchase Order | \$ | 14,010.01  | N | 2900 Davidson Avenue                     | Somerset         | NJ     | 8873       |
| Hart Productions of L I dba/Real Dezines                         | Uniforms                          | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 6,317.00   | Y | 9 E Santa Barbara Ave                    | Lindenhurst      | NJ     | 11757      |
| EC America, Inc.                                                 | Project management software       | Technology - Software                          | Non Contract Procurement/Purchase Order | \$ | 204,998.83 | N | 8444 Westpark Drive                      | McLean           | VA     | 22102      |
| Umm Life Insurance                                               | Short term disability insurance   | Other Professional Services                    | Non Contract Procurement/Purchase Order | \$ | 100,664.31 | N | 1225 Franklin Ave Ste 250                | Garden City      | NJ     | 11530      |
| Anfonum International Magazine, Inc.                             | Ads                               | Other                                          | Non Contract Procurement/Purchase Order | \$ | 7,250.00   | N | 3507 7th Avenue                          | New York         | NY     | 10001      |
| Arch Insurance                                                   | Short term disability insurance   | Other                                          | Non Contract Procurement/Purchase Order | \$ | 73,309.13  | N | Harborside 3, 210 Hudson Street          | Jersey City      | NJ     | 7311       |
| Island Computer Products Inc.                                    | Microsoft surface pro             | Technology - Hardware                          | Non Contract Procurement/Purchase Order | \$ | 18,592.00  | N | 20 Cifton Avenue                         | Staten Island    | NY     | 10305      |
| Thermit Enterprises, Inc.                                        | Thermal blustone                  | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 6,580.00   | N | 68 Venz Street                           | Farmingdale      | NY     | 11735      |
| New York Flower Group (NYFG)                                     | Flowers                           | Other                                          | Non Contract Procurement/Purchase Order | \$ | 17,165.00  | Y | 150 W 28th Street                        | New York         | NY     | 10001      |
| NBCUniversal, LLC                                                | Security deposit                  | Other                                          | Non Contract Procurement/Purchase Order | \$ | 10,000.00  | N | 30 Rockefeller Plaza                     | New York         | NY     | 10112      |
| Carahsoft Technology Corporation                                 | DuoSign contract renewal          | Technology - Software                          | Non Contract Procurement/Purchase Order | \$ | 26,884.15  | N | 11493 Sunset Hills Rd, Suite 100         | Reston           | VA     | 20190      |
| SDVCOR Materials Technology & Supply LLC                         | Cleaning supplies                 | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 5,490.86   | N | 135-20 Jamaica Avenue, Suite 114         | Richmond Hill    | NY     | 11418      |
| The Myelodyspasic Syndromes Foundation, Inc.                     | Security deposit                  | Other                                          | Non Contract Procurement/Purchase Order | \$ | 5,000.00   | N | 4573 South Broad Street, Suite 150       | Yardville        | NJ     | 8620       |
| Waterfront Alliance Inc.                                         | Waterfront special event          | Other                                          | Non Contract Procurement/Purchase Order | \$ | 12,000.00  | N | 256 West 36th Street, 11th Floor         | New York         | NY     | 10018      |
| Nitelyfit                                                        | Robot C Kagesha dba RIB Equipment | Other                                          | Non Contract Procurement/Purchase Order | \$ | 34,565.00  | N | 1631 Citrus Valley Road                  | Maricopa         | NV     | 13110      |
| Low Impact Development Technologies, LLC Porous Technologies, LL | Site materials                    | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 29,831.16  | N | 163 Thadue St                            | South Portland   | ME     | 4106       |
| Unilock New York, Inc.                                           | Site materials                    | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 23,522.19  | N | 51 International Blvd                    | Brewster         | NY     | 10509      |
| EcoSoft LLC                                                      | Dog waste compostor               | Other                                          | Non Contract Procurement/Purchase Order | \$ | 24,000.00  | N | 13 Spencer Court                         | Morris Plains    | NJ     | 7950       |
| Zayne Solutions Inc.                                             | Site materials                    | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 8,035.28   | N | 2624 Flower Street                       | Westbury         | NY     | 11590      |
| Ferguson US Holdings, Inc. dba Ferguson Enterprises, LLC         | Site materials                    | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 7,280.73   | N | 12500 Jefferson Avenue                   | Newport News     | VA     | 23602      |
| Hanover Ventures Marketplace LLC dba Lix District                | Police Memorial expenses          | Other                                          | Non Contract Procurement/Purchase Order | \$ | 11,160.00  | N | 225 Liberty Street                       | New York         | NY     | 10281      |
| Security depot Sport & Entertainment NY LLP                      | Security deposit                  | Other                                          | Non Contract Procurement/Purchase Order | \$ | 10,000.00  | N | 466-Broome Street Fl 4                   | New York         | NY     | 10013      |
| Diner en Blanc International Inc                                 | Security deposit                  | Other                                          | Non Contract Procurement/Purchase Order | \$ | 9,980.00   | N | 65 Sherbrooke St. East #110              | Montreal         | Quebec | H2X 1C4    |
| Etchex Building Materials Inc.                                   | Maintenance supplies              | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 6,089.62   | N | 87 Bowme Street                          | Brooklyn         | NY     | 11231      |
| Rachel Jacobo dba Star Wireless Solutions Inc                    | Fencing material                  | Commodities/Supplies                           | Non Contract Procurement/Purchase Order | \$ | 11,408.25  | N | 833 Bedford Ave. #210                    | Brooklyn         | NY     | 11205      |
| Hunter Roberts Construction Group, LLC                           | Proposal agreement                | Other                                          | Non Contract Procurement/Purchase Order | \$ | 275,000.00 | N | 55 Water Street, 55th Floor              | New York         | NY     | 10041      |
| Birt Insurance Services USA, Inc.                                | Insurance                         | Other                                          | Non Contract Procurement/Purchase Order | \$ | 22,420.35  | N | 119 North Park Avenue, 4th Floor         | Rockville Center | NY     | 11570      |
| Candrew Productions LLC                                          | Permit deposit                    | Other                                          | Non Contract Procurement/Purchase Order | \$ | 10,000.00  | N | 750 3rd Ave, 17th Floor                  | New York         | NY     | 10017      |
| NYS Division of Homeland Security & Emergency Services           | FEMA return                       | Other                                          | Non Contract Procurement/Purchase Order | \$ | 506,043.30 | N | 1230 Washington Ave Bldg 7A, 4th fl      | Albany           | NY     | 12242      |
| Plant1 Geo, Inc.                                                 | Treeplogger software              | Technology - Consulting/Development or Support | Non Contract Procurement/Purchase Order | \$ | 10,500.00  | N | 7878 Wadsworth Blvd, Suite 340           | Anvada           | CO     | 80003      |
| AIG Claims, Inc.                                                 | Insurance                         | Other                                          | Non Contract Procurement/Purchase Order | \$ | 19,800.70  | N | 1271 Avenue of the Americas, 39th Floor  | New York         | NY     | 10020      |
| Blue Karma software LLC                                          | Security software                 | Technology - Software                          | Non Contract Procurement/Purchase Order | \$ | 15,872.00  | Y | 251 Posada del Sol                       | Novato           | CA     | 94949      |
| Egural, Inc.                                                     | ManagerPlus subscription          | Other                                          | Non Contract Procurement/Purchase Order | \$ | 16,920.00  | N | 900 East Pace Ferry Road, N.E. Suite 800 | Atlanta          | GA     | 30316      |
| 15Tive, Inc.                                                     | Annual subscription               | Technology - Consulting/Development or Support | Non Contract Procurement/Purchase Order | \$ | 23,520.00  | N | Dept. LA 25012                           | Pasadena         | CA     | 91185-5012 |