NEW YORK STATE OF OPPORTUNITY.

Supplier Diversity Program

A Guide to the Supplier Diversity Program

A Program of the New York Power Authority

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3/8/17

About NYPA

New York Power Authority (NYPA) is the nation's largest state public power organization, through the operation of its 16 generating facilities in various parts of New York State, participation in a unique public/private partnership to contract for power from a clean generating plant in Queens, and its operation of more than 1,400 circuit-miles of transmission lines. More than 70 percent of the electricity NYPA produces is clean renewable hydropower. Its lower-cost power production and electricity purchases support hundreds of thousands of jobs throughout the state.

The New York Power Authority uses no tax money or state credit. It finances its operations through the sale of bonds and revenues earned in large part through sales of electricity. NYPA has been designated as the lead entity via Executive Order 88 by Gov. Andrew M. Cuomo to form a central management and implementation plan to carry out his Build Smart NY plan to reduce energy use by state facilities 20 percent by 2020.

The New York Power Authority assumed ownership of the New York State Canal Corporation on Jan. 1, 2017. The New York State Canal system includes the Erie, Champlain, Oswego and Cayuga-Seneca canals. Spanning 524 miles, the waterway links the Hudson River with the Great Lakes, the Finger Lakes and Lake Champlain.

For more information visit www.nypa.gov or follow us on Twitter @NYPAenergy, Facebook, Instagram, Wordpress, Tumblr and LinkedIn.

The Supplier Diversity Program

Linking the Authority's diversified product and service needs with qualified diverse businesses is what the Authority's Supplier Diversity Program is all about. The Authority's Supplier Diversity Program is housed within the Strategic Supply Management (formerly Procurement) Department. In 1983, the Authority voluntarily established the Supplier Diversity Program. Since that time it has awarded nearly one billion dollars in contracts to diverse suppliers for items such as fuel oil, computer equipment and services, printing, office supplies, construction work and engineering services, to name a few.

With the enactment of Executive Law Article 15-A and Executive Law Article 17-B, the Authority's Supplier Diversity Program was revised to incorporate the rules and regulations promulgated by the New York State for utilizing Minority and Women-Owned Business Enterprises (MWBE) and Service-Disabled Veteran-Owned Business (SDVOB) Enterprises in State procurement opportunities. In accordance with New York State law and regulations, the Authority will continue its aggressive effort to increase utilization of diverse suppliers (MWBE's & SDVOBs) certified by New York State as well as Small Business Concerns by continuing to outreach to those firms who have yet to be certified.

Definitions of Minority and Women-Owned Businesses

In accordance with Executive Law Article 15-A, the Authority only recognizes minority or women-owned business, which have been certified by the Empire State Development Corp., Division of Minority and Women's Business Development. The law defines Minority or Women-Owned Businesses in the following manner:

Minority-Owned Business Enterprise

Any business enterprise which is at least fifty-one percent owned by, or in the case of a publicly owned business, at least fifty-one percent of the stock is owned by citizens or permanent resident aliens who are:

(a) Black persons having origins in any of the black African racial groups not of Hispanic origin;

(b) Hispanic persons of Mexican, Puerto Rican, Dominican, Cuban, Central or South American or either Indian or Hispanic origin, regardless of race;

(c) Asian and Pacific Islander persons having origins in any of the Far East Southeast Asia, the Indian subcontinent or the Pacific Islands; and

(d) American Indian and Alaskan Native persons having origins in any of the original peoples of North America and maintaining identifiable tribal affiliations through membership and participation or community identifications; and such ownership interest is real, substantial and continuing. The minority ownership must have and exercise the authority to independently control the business decisions of the entity.

Woman-Owned Business Enterprise

Any business enterprise which is fifty-one percent owned by, or in the case of a publicly owned business, at least fifty-one percent of the stock is owned by citizens or permanent resident aliens who are women, and such ownership interest is real, substantial and continuing. The ownership must have and exercise the authority to independently control the business decisions of the entity.

For the link to the Directory of New York State Certified Minority and Women Owned firms, and more, please visit

https://ny.newnycontracts.com

Definition of Service-Disabled Veteran-Owned Business

In accordance with the New York State Service Disabled Veteran-Owned Business Act, the Authority only recognizes eligible Veteran business owners, who have been certified by New York State Office of General Service, Division of Service-Disabled Veteran's Business Development as a Service-Disabled Veteran-Owned Business. The law defines Service-Disabled Veteran's Veteran in the following manner:

1) in the case of the United States Army, Navy, Air Force, Marines, Coast Guard, Army National Guard or Air National Guard and/or Reserves thereof, a veteran who received a compensation rating of ten percent or greater from the United States Department of Veterans Affairs or from the United States Department of Defense because of a service-connected disability incurred in the line of duty; and
2) in the case of the New York guard or the New York naval militia and/or reserves thereof, a veteran who is certified by the New York State Division of Veterans' Affairs, pursuant to the appropriate provisions contained within the *Code of Federal Regulations*, as having incurred an injury equivalent to a compensation rating of ten percent or greater from the United States Department of Veterans Affairs or from the United States Department of Defense because of a service-connected disability incurred in the line of duty.

Definition of Small Business Concern

The New York State definition of a small business for the purposes of Chapter 15 Economic Development Law, § 131 (Article 4-B Division for Small Business), "a small business shall be deemed to be one:

1. which is resident in this state,
2. independently owned and operated,
3. not dominant in its field;
4. and employs one hundred or less persons."

New York State MWBE Certification

In order to be recognized as a Minority/Women Business Enterprise (MWBE) by the Authority, your firm must be certified by the Empire State Development's (ESD) Division of Minority and Women's Business Development. ESD verifies ownership and control of Minority and Women-Owned businesses through their certification process. Once certified, all MWBE firms are listed in a directory maintained by ESD. All state entities review this directory when soliciting for procurement and contracting opportunities.

To request an application, obtain additional information on the NYS certification requirements or to initiate your certification process, please visit their website at **https://ny.newnycontracts.com.**

For additional information on New York State certification requirements and applications, technical assistance, access to capital, contract opportunities, NYS Directory of certified MWBE's and much more please visit https://esd.ny.gov/doing-business-ny/mwbe.

New York State SDVOB Certification

In order to be recognized as a Service Disabled Veteran-Owned Business (SDVOB) by the Authority, your firm must be certified by New York State Office of General Service ("OGS") Division of Service-Disabled Veteran's Business Development as a Service-Disabled Veteran-Owned Business. OGS verifies ownership and control of Service Disabled Veteran-Owned businesses through their certification process. Once certified, all SDOVB firms are listed in a directory maintained by OGS. All state entities review this directory when soliciting for procurement and contracting opportunities.

For SDVOB Certification information:

http://www.ny.gov/services/become-certified-service-disabled-veteran-owned-small-business

Contact NYS OGS Division of Service-Disabled Veteran's Business Development:

- Monday-Friday 9:00AM-5:00PM
- By phone: 844-579-7570
- By email: VeteransDevelopment@ogs.ny.gov
- By mail: New York State Office of General Services Division of Service-Disabled Veterans' Business Development 32nd Floor, Corning Tower, Empire State Plaza Albany, New York 12242

For Out-of-State Corporations

The following information was obtained from the New York State Department of State and pertains to all **Out-of-State** Corporations without a New York State address. This requirement *does not apply to out-of-state firms who are sole proprietors*.

PRIOR TO APPLYING FOR NEW YORK STATE MINORITY/WOMEN BUSINESS ENTERPRISE (MWBE) CERTIFICATION AND SERVICE DISABLED VETERAN-OWNED BUSINESS (SDVOB) CERTIFICATION

To do business in *New York State* the corporation must possess a **Certificate of Authority,** which can be obtained through any stationery store that carries legal documents.

- A filing fee of $225.00 must be paid by certified check, attorney's check or money order.

- The corporation must obtain the **Certificate of Good Standing** from the state in which they are located.

- Upon completing the above process, the corporation will be qualified to apply for New York State certification. At this point, the ***APPLICATION FOR AUTHORITY***, should be submitted to the following address for processing:

New York State Department of State

Division of Corporations

One Commerce Plaza

99 Washington Ave

Albany, NY 12231

(518) 473-2492 (Automated)

Web Site: www.dos.state.ny.us

info@dos.state.ny.us

To download the ***"Application for Authority"*** and obtain other pertinent information, go to:

www.dos.state.ny.us/corps/buscorp.html

What the Power Authority Buys

The following partial list represents the variety of goods and services generally purchased or leased by the Authority:

SERVICES

Accounting
Advertising/Public Relations
Architectural
Archeological Services
Asbestos Removal
Banking Services
Catering
Carpentry
Computer Consulting/Analysis
Court Reporting/Transcription
Demolition Services
Diving and Underwater Construction
Drafting
Editing/Writing
Electrical Contractors
Engineering
Engraving
Exterminators (insects/rodents)
Fencing Contractors
Financial/Brokerage Services
General Construction
General Consulting Services
Insulation Contractor
Janitorial Services
Labor Relations Consulting
Landscaping
Major Electrical Equipment

SUPPLIES/EQUIPMENT

Appliances New/Repair
Art/Drafting Supplies
Visual Equipment
Automobiles New/Repair
Boiler Parts
Books Reference/Technical
Building Supplies
Carpeting/Floor Coverings
Chemicals
Computer Hardware/Software
Copying Machines/Supplies
Concrete/Gravel/Asphalt
Electrical Supplies
Electronic Components
Fences
Filtering Equipment
Design
Fuel Oil/Natural Gas
Gauges/Instrumentation
HVAC Equipment/Supplies
Janitorial Supplies
Labels/Signs
Material Handling Supplies
Novelty Items/Trophies
Office Equipment
Office Furniture
Office Supplies

The Strategic Supply Management Function

Since the Authority purchases a vast amount of equipment, services and supplies to support its operations, maximum emphasis is placed on competitive bidding to meet quality and delivery requirements at the lowest possible cost.

There are a few primary methods by which Diverse Suppliers participate in the Authority's procurement activities. They are:

- ***Direct Purchasing*** - The Authority contracts directly with the Diverse Suppliers for the goods and/or services.
- ***MWBE Utilization Goals*** - The MWBE is a sub-contractor to a prime vendor/contractor that has a contract with the Authority.
- ***SDVOB Utilization Goals*** - The SDVOB is a sub-contractor to a prime vendor/contractor that has a contract with the Authority.
- ***Discretionary Purchasing*** – Purchases from NYS Resident Small Business and Purchases from NYS certified MWBE's (there is no dollar limit for SDVOB's) may be made without competitive bidding up to $200,000 and are subject to the statutory requirement of advertising in the Procurement Opportunities newsletter (Contract Reporter).
    - Purchases under $5,000. Follow a process of telephone or e-mail solicited quotations, or reasonable pricing secured from an established catalog/ price list. Order placements may be made by purchase order or by procurement card (preferred method for smaller purchase). Purchases valued at greater than $5,000 but less than $50,000 are placed following solicitation of one or more written quotations. Purchase greater than $50,000 will follow a formal advertisement and bid process ***except*** when discretionary measures are utilized.

The Diverse Supplier's role as a prime contractor on one contract does not preclude it from also seeking work as a subcontractor on another contract. It is not necessary for Diverse Suppliers to hire agents, advisors and other intermediaries in order to compete for Authority contracts.

ARIBA

WHAT IS ARIBA?

Ariba is a comprehensive sourcing, contract management and supplier management cloud-based system where buyers and suppliers can find each other and do business within a single, networked platform. NYPA is moving to electronic bidding (e-bidding), and will use the SAP Ariba platform to facilitate solicitations. The Ariba Network will allow the Authority to electronically negotiate, receive proposals, and manage the bidding process, contracts and relationships with its suppliers more efficiently.

To access e-bidding opportunities **an Ariba account is required.** Registering gives NYPA the ability to communicate with the bidding community directly. There is **NO** registration fee and completion of the Supplier Questionnaire in Ariba is **REQUIRED** in order to successfully complete registration. Registration could take some time, so please make sure to be fully registered and accepted into the NYPA realm *before* a bid event of interest begins. To register, copy and paste the following URL into your browser, https://nypa.supplier.ariba.com/register

Please ensure that all questions are answered as completely and accurately as possible, particularly the services and commodities you provide. Your information will remain confidential and will be treated and maintained with the highest security. If you experience any issues please e-mail nyparfq@nypa.gov or call Ariba Support at 1-866-218-2155.

Your registration on the Ariba network via the New York Power Authority does not require registration with nor provide access to the Ariba Discovery Network which is the Ariba Marketplace.

The Procurement section of the New York Power Authority web site is where NYPA and NYS Canal Corp. Procurement opportunities are posted and where we announce bidding opportunities for goods and services estimated at $50,000 or greater.

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Bidders Information

(***Vendors that are NOT listed in the New York State Directory of Certified Minority and Women-Owned Businesses or the New York State Directory of Service-Disabled Veteran-Owned Businesses are considered general vendors.)***

If your firm is listed in either directory it will then automatically be included in the pool of vendors certified to meet NYPA's procurement needs. You must be certified by New York State in order for us to recognize your firm as a diverse supplier. Lack of certification, however, does not preclude your firm from doing business with us. If your firm is not certified as an MWBE or SDVOB by the State of New York and you request certification or additional information, please see Pages 8 and 9 respectively, of this Guide.

The Authority does not maintain an official bidders list. The majority of bids in excess of $50,000 are advertised in the NYS Contract Reporter. (See page 16 for more information). Bids under $5K may be awarded to vendor of choice, although proposals may be solicited from several sources. Information regarding NYPA's current contracting opportunities may be found on the Authority's web site by going to **http://www.nypa.gov/procurement** and selecting "**Continue** " to register for access to Current Bidding Opportunities.

Register and you will be able to see what the Authority has out for bids at that time as well as download the bids directly from the site. The Authority will continue to make RFQ documents available to prospective bidders on this website. All bids processed using Ariba will be clearly marked and instructions will be provided on our website to ensure successful submission in Ariba.

Also please complete and return the Vendor Survey Form located at the rear of this "Guide to Business Opportunities" and attach any pertinent information on your company such as line cards, references, company literature or brochures etc. to this office.

Contact NYPA Supplier Diversity:

New York Power Authority
123 Main Street
White Plains, NY 10601
Attn: Strategic Supply Management – Supplier Diversity Program

-or-

SupplierDiversity@NYPA.gov

Visit our Supplier Diversity Web Site at

http://www.nypa.gov/procurement/supplier-diversity

For Current Contracting Opportunities

Visit our Strategic Supply Management Web Site Address and register at

http://www.nypa.gov/procurement

to access current bidding opportunities and additional information.

Public Bid Notices are advertised in the ***New York State Contract Reporter***, the State's Official daily listing of contracting opportunities in the amounts of $50,000 or more. Additional information including subscription instructions can be found on their Web site address at ***www.nyscr.ny.org***. The Authority's contract opportunities may also be found on our website see page 15 for more information. Additionally, the Authority advertises in the Minority Commerce Weekly mcwbids.com. The Authority may issue statements of interest or other similar notices of various program opportunities.

For each product or service purchased, the Authority normally solicits bids through a number of qualified sources. It is imperative that each bidder follows **ALL** instructions and specifications. Each solicitation includes:

- ✓ Technical specifications data for the item or service
- ✓ Instructions for preparing the bid
- ✓ Date, Time and Place for bid submission
- ✓ Schedule for commencement and completion
- ✓ Place of delivery

The proposal submitted by the vendor is the document intended to persuade the Authority's staff that the vendor is technically qualified, understands the scope of work and can perform the work in a timely, cost-effective manner.

Therefore,

- ✓ The Bid Inquiry Number must be referenced on all correspondence and mailing labels.
- ✓ If provided, proposals must be signed and submitted on forms furnished by the Authority.
- ✓ Unless specifically extended by a bid addendum, bid proposals are due by the "bid due date" specified.

- ✓ Your proposal should be self-contained and written with clarity and thoroughness.
- ✓ All exceptions to the bid document requirements must be in writing and submitted with your bid proposal. ***FAILURE TO DO SO MAY RESULT IN THE REJECTION OF YOUR BID PROPOSAL AS INFORMAL OR INCOMPLETE.***

Make sure your price includes all costs associated with performing the work. Remember you are at a disadvantage if you want to renegotiate the price after the work has begun. Legally, you may not be granted relief if mistakes (except perhaps for obvious arithmetic errors due to the extension of unit prices and corresponding quantities) are discovered after bid opening.

INSTRUCTIONS SHOULD BE FOLLOWED EXPLICITLY.

Questions regarding preparation of your bid proposals should be directed to the buyer identified in the bid document. ***THE AUTHORITY IS NOT RESPONSIBLE FOR COSTS INCURRED IN THE PREPARATION OF PROPOSALS***.

New York State Contract System

As a vendor conducting business with New York State, you have a responsibility to utilize minority- and/or women-owned businesses in the execution of your contracts, per the MWBE percentage goals stated in your incentive proposal or contract documents.

The New York State Contract System ("NYSCS") is the tool that New York State uses to monitor MWBE participation in state contracting. Through the NYSCS you will submit utilization plans, request subcontractors, record payments to subcontractors, and communicate with your project manager throughout the life of your awarded contracts.

There are several reference materials available to assist you in this process. Once you log onto the website, click on the **Help & Support >>** link on the lower left hand corner of the Menu Bar to find recorded trainings and manuals on all features of the NYSCS. You may also click on the icon at the top right of your screen to find videos tailored to primes and subcontractors. There are also opportunities available to join live trainings, read up on the Knowledge Base through the Forum link, and submit feedback to help improve future enhancements to the system.

Technical assistance is always available through the **Contact Us & Support** link on the NYSCS website (https://ny.newnycontracts.com).

Subcontracting Business Tips

The New York Power Authority is committed to increasing the procurement opportunities for our diverse suppliers at our headquarters and operating facilities.

Once you become a subcontractor, your success will depend largely on your ability to carry out your obligations in a manner consistent with accepted business practices.

Before You Sign a Sub-Contract Agreement

1) Study the bid specifications and plans for the project. Make sure you know the scope of work.
2) Know the prime contract's provisions and requirements, such as the insurance provisions, prevailing wage rates, submission requirements and retention.
3) Ask the job or work site to become aware of conditions that may affect your bid price.

4) Ask the prime contractor for written clarification of any bid item(s) you do not understand.
5) Prepare accurate and detailed cost proposals or price quotes. The proposal submitted is the instrument intended to persuade the Authority's staff or Prime Contractor's staff for subcontracting work that you are technically qualified, understand the scope of work and can perform the work in a timely, cost effective manner. If you initially offer a price by telephone, follow up by sending the prime contractor or the Authority, as the case may be, written confirmation of the bid amount specified in our verbal quote.
6) During negotiations, document all conversations with the Authority or prime contractor. Be sure to note the time, date and name of the person with whom you spoke, as well as the nature of your discussion.
7) Notify NYPA's Supplier Diversity Department immediately if your company is listed by a prime contractor as a diverse supplier without your knowledge or consent on an Authority related project.
8) Remember! Do not assume anything. When in doubt as to the meaning of any part of the procurement package, contact the issuing contract administrator.
9) Prepare your bid accurately. The Authority may not be able to grant relief if you make an error that is costly to you.
10) Write all technical and commercial terms and conditions. Bids which appear to be incomplete may be automatically rejected. SSM is the starting point for all firms that would like to do business with the Authority.
11) Submit the bid on time. Bids submitted after the bid due date are generally rejected unless a written time extension has been granted to all applicable bidders by the Authority prior to the bid opening.

Before You Begin Work as a Subcontractor

1. Make sure you have a ***written (sub) contract agreement*** that includes the requirements, conditions and provisions of the job. Some items that should be addressed in the agreement include:

   - ✓ A detailed description of the scope of work to be performed by your company. Read and be sure you understand all the terms and conditions of the (sub) contract.
   - ✓ Clear identification of responsibility for insurance, bonding and equipment requirements.
   - ✓ Identification of required certifications, permits, and prevailing wage requirements, the latter pursuant to section 220 of the labor law of New York State.
   - ✓ Discussion of how and when you will receive payment from the prime contractor, if any, for work performed and the amount you are to be paid.
   - ✓ Procedures for resolving conflicts and disagreements and handling additional work, change orders and modifications.
   - ✓ The recommendation that your attorney review any (sub) contracting agreements before you sign it.

2. Ask the prime contractor to provide you with the project schedule specifying when your company is to start work on the project as well as the duration of your participation. This will permit you to allocate sufficient time for details such as placing orders or supplies and arranging for the leasing of equipment.

As Work Progresses

1. Keep a daily log of all work-related activities performed by your company. Focus on site conditions, unforeseen changes and oral directives from the Authority or the prime contractor. Communications with the Authority or prime contractor should be in writing as much as possible.

2. Make sure that change orders affecting your (sub) contract amount and your scope of work are in writing. The written change order should contain a statement of cost and should be signed by you and the Authority and/or the prime contractor.

3. Attempt to resolve problems and conflicts as they arise.

For Your Information

Unsolicited Proposals

The Authority does not recognize proposals submitted solely on the proposer's initiative. Submitted proposals must be in response to a formal Request For Proposal (RFP).

Evaluation, Negotiation and Award

Evaluation of proposals is made through a fair and equitable comparison of all proposals submitted in accordance the specifics of the Requests for Quotation (RFQ). .

We do not maintain prequalified bidders lists, and bidders are expected to demonstrate their proven experience within their proposals. After bids are opened, the proposals are evaluated for both their technical qualifications and commercial acceptability. If questions, exceptions or disagreements are expressed by either the Vendor or the Authority, negotiations may ensue. However, negotiations may only take place with the lowest qualified bidder. If mutually acceptable terms cannot be negotiated with the lowest evaluated bidder, the Authority may reject that bid and open negotiations with the next bidder, and so on. We encourage Minority and Women-Owned (MWBE) and Service-Disabled Veteran-Owned Businesses (SDVOB) firms to participate in these bidding opportunities. Where applicable, the MWBE / SDVOB goal requirements can also serve as evaluative criteria in the final determination of a Bid Award.

Quality Assurance Requirements

Vendors must meet the pertinent quality assurance requirements for the commodity or service that they are supplying. The term "quality assurance" is defined as those planned and systematic actions necessary to provide adequate confidence that a system, structure or component possesses the material composition, physical characteristics and performance capability for which it was intended. Specific applicability or acceptability of quality assurance will be covered separately in each bidding document.

Who to Contact

The SSM Staff welcomes the opportunity to acquaint new firms with the Authority's procurement procedures. A listing of key personnel is provided on pages 27 - 31 of this publication.

Most of the Authority's purchasing functions are performed by the White Plains Office and its other operating facilities. The Authority's operating facilities function as independent purchasing entities for certain site-specific goods and services. You may solicit the individual facilities to market your product, goods or services.

Experience has shown that successful bidders take an active approach in marketing their goods and services to the Authority. Active marketing involves direct contact with key personnel. We wish to emphasize the importance of active marketing, especially for those firms that have not previously worked with the Authority.

It is highly recommended that you make an appointment before coming in to see any Authority personnel. Normal appointment hours are Monday through Friday, 8:00 a.m. to 4:00 p.m.

To maintain security, all visitors must identify themselves upon entering, sign the visitor's register and obtain an identification badge. The badge must be worn conspicuously and returned to the guard upon your departure. Authority personnel must accompany visitors when moving from one department to another.

Executive Officers

White Plains Office

Clarence Rappleyea Building
123 Main Street
White Plains, NY 10601-3170
(914) 681-6200

Albany Office

30 South Pearl Street - 10th
Albany, NY 12207-3425
(518) 433-6700

Chairman
John R. Koelmel ..... (914) 390-8277

President & CEO
Gil Quiniones ..... (914) 681-6810

EVP & Chief Operating Officer
Joseph Kessler ..... (914) 681-6675

EVP & CFO
Robert Lurie ..... (914) 287-3978

SVP & CIO – Information Technology and Cyber Security
Ken Lee ..... (914) 681-6838

SVP – Operations Support Services & Chief Engineer
Brad Van Auken ..... (914) 681-6218

SVP - Corporate & Public Affairs
Kimberly Harriman …….. (914) 287-3342

EVP – Chief Commercial Officer, Energy Solutions
Jill Anderson…… (914) 287-3706

Key Strategic Supply Management (SSM) Personnel

White Plains Office

123 Main Street
White Plains, NY 10601

John Canale
Vice President, SSM……..……..... (914) 681-6623

Supplier Diversity Program Staff

Debra J. White
Director, Supplier Diversity…….(914) 681-6976

Yves-Rose Valbrun
Supplier Diversity Program Analyst III……. (914) 681-6453

Victoria Daniels
Sr. Supplier Diversity Program Analyst …… (914) 287-3852

Senior Strategic Supply Management Staff

Len Walker
Manager, Energy Efficiency & HQ .....(914) 681-6627

Donna Keough
Manager, Fossil/Gas Turbine .....(914) 287-3791

Diane Gil
Manager of IT & SAP .....(914) 287-3583

Manuel Hamalian
Manager of Hydro & Transmission .....(914) 287-3583

Kevin King
Director, Site Purchasing & Warehousing .....(718) 626-8288

NYPA Operating Facilities

BLENHEIM-GILBOA POWER PROJECT

Gary Bright
Manager Purchasing / Warehouse
New York Power Authority
397 Power Plant Access Road
Gilboa, NY 12076
(518) 287-6328

CLARK ENERGY CENTER/ ENERGY CONTROL CENTER

Michael Gumbs
Manager –Purchasing & Warehouse
New York Power Authority
P.O. Box 191
Marcy, NY 13403
(315) 792-8316

NIAGARA PROJECT

John Briggs
Manager Purchasing / Warehouse
New York Power Authority
5777 Lewiston Road
Lewiston, NY 14092
(716) 286-6031

SOUTH EAST NEW YORK (SENY)

Junior Ruiz
Manager Purchasing / Warehouse
New York Power Authority
31-03 20th Avenue
Long Island City, NY 11105
(718) 626-8288

ST. LAWRENCE – FDR PROJECT

Sandy Johnston
Manager Purchasing /Warehouse
New York Power Authority
P. O. Box 700
Massena, NY 13662
(315) 764-6691

Key Headquarters Departmental Personnel

Corporate Support Services

John Plasko
Director, Corporate Support Services.....(914) 287-3998

Chris Copeland
Manager Support Services ..... (914) 287-3709

George Marriott
Facility Manager ..... (914) 287-3930

Corporate Communications

Alice Kenny
Director, Graphic
Communications.....(914) 390-8176

Energy Efficiency

Paul Belnick
Vice President, Business & Market Development.....(914) 287-3828

Dominick Luce
Vice President Energy Services Implementation .....(914) 390-8234

Sam Coscia
Director, Construction ..... (914) 287-3268

Michael Nash
Director, Engineering & Design .....(914) 390-8210

Environmental

John Kahabka
Vice President, Environmental, Health & Safety .....(914) 681-6308
Joe Dosso
Director, Environmental Operations.....(914) 287-3144

Engineering

Robert Knowlton
Vice President, Engineering .....(914) 681-6424
Peter Ludewig
Director - Hydro Engineering .....(914) 287-3273

James Sheldon
Director – Electrical Engineering ..... (914) 681-6456

William Stanton
Director - Mechanical Engineering .....(914) 287-3307

FINANCE-CORPORATE

Brian McElroy
Treasurer.....(914) 287-3956

FOSSIL FUEL SUPPLY

Enrico Montessa
Director Fuel Planning & Operations .....(914) 287-3884

HUMAN RESOURCES

Barbara Coles
Director - Recruiting.....(914) 287-3798

Rani Pollack
Director HR & Employee Relations.....(914) 390-8267

INFORMATION TECHNOLOGY

John Brennan
Manager IT Financial Management.....(914) 287-3168

Helen Yang
Sr. Director of IT Business Transformation.....(914) 681-6841

INSURANCE

Kimberly Radt
Manager Insurance Risk.....(914) 287-3922

LAW

Susan Watson
Principal Attorney II .....(914) 390-8070

PROJECT MANAGEMENT/ CONSTRUCTION MANAGEMENT SERVICES

Patricia Lombardi
Vice President, Project Management….....(914) 287-3026

Michael Mitchell
Project Manager – SENY .....(914) 681-6428

Ricardo DaSilva
Director Strategic Operations .....(914) 287-3328

PUBLIC AND GOVERNMENTAL AFFAIRS

Joseph Leary
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VENDOR PROFILE	1. **TYPE OF RESPONSE** ____Initial ____Revision	2. **DATE**
NOTE: Complete all items on this form. Insert N/A in items not applicable. Please include company literature or brochure with this form.		
3. **NAME AND ADDRESS OF NYPA ENTITY TO WHICH FORM SUBMITTED** New York Power Authority 123 Main Street White Plains, NY 10601-3104 Attention: SSM Department, SDP		4. **NAME AND ADDRESS OF APPLICANT** (include country and nine-digit ZIP+4)
5. **TYPE OF ORGANIZATION** (CHECK ONE): _____ Individual _____ Partnership _____ Non-Profit _____ Corporation (Incorporated under the laws of the State of_____)		6. **ADDRESS TO WHICH SOLICITATIONS ARE TO BE MAILED** (if different than Item 4)
7. **NAMES OF OFFICERS, OWNERS OR PARTNERS**		
A. **PRESIDENT**	B. **VICE PRESIDENT**	C. **SECRETARY**
D. **TREASURER**	E. **OWNERS OR PARTNERS**	
8. **AFFILIATES OF APPLICANT** (Names, locations, nature of affiliation, etc.)		
9. **IDENTIFY EQUIPMENT, SUPPLIES, AND/OR SERVICES ON WHICH YOU DESIRE TO MAKE AN OFFER** (Provide SIC Codes, if available)		
10. **SIZE OF BUSINESS** _____ Small Business _____ Other than Small Business	11. **AVERAGE NUMBER OF EMPLOYEES** (including affiliates) **FOR FOUR PRECEDING QUARTERS** (Add "/P" if for Parent Company) _____ AS OF _____/ _____/_____ MO/DAY/YR	12. **AVERAGE SALES OR RECEIPTS FOR PRECEDING THREE FISCAL YEARS** (Add "/P" if for Parent Company) $ AS OF _____/ _____/_____ MO/DAY/YR
13. **TYPE OF OWNERSHIP** (See definitions in NYPA Guide) _____ Minority Business Enterprise _____ Women-Owned Business Enterprise _____Service-Disabled Veteran-Owned Business _____ Small Business Concern	14. **TYPE OF BUSINESS** _____ Manufacturer/Producer _____ Manufacturing Representative _____ Service Establishment _____ Consultant (Personal Services) _____ Regular Dealer _____ Surplus Dealer _____ Construction Concern	
15. **DUNS NO.** (If available)	16. **YEAR BUSINESS FORMED?** (Add "/P" if year Parent Company formed)	
17. **PAYEE IDENTIFICATION NUMBERS** A. FEDERAL SOCIAL SECURITY ACCOUNT NUMBER:_____ B. FEDERAL EMPLOYER ID NUMBER: _____		
18. **COLLECTIVE BARGAINING AGREEMENTS** (List of locals and Trades, if any, with contract expiration dates)	19. **LICENSING AGREEMENTS** (List any licensing agreements required to provide your product/service, exp. Dates, and whether your business is licensee or licensor)	20. **BONDING REFERENCE** (List highest bond received, date and bonding reference)
CERTIFICATION: I certify that information supplied herein (including all pages attached) is correct and that neither the applicant nor any person (or concern) in any connection with the applicant as a principal or officer, so far as is known, is now debarred or otherwise declared ineligible by any agency of the State of New York from making offer for furnishing materials, supplies, or services to the State of New York or any agency thereof.		
21. **Name/Title of Person Authorized to sign** (Type or Print)	22. **SIGNATURE**	23. **DATE**

Notes