REQUEST FOR PROPOSAL

LEASE OF OFFICE SPACE

DATE: January 2, 2015

ISSUED BY

NEW YORK POWER AUTHORITY

123 MAIN STREET

WHITE PLAINS, NY 10601

NEW YORK POWER AUTHORITY

REQUEST FOR PROPOSALS FOR LEASING OFFICE SPACE AT 123 MAIN STREET, WHITE PLAINS, NEW YORK

Leasing Opportunity

The New York Power Authority ("NYPA") is requesting proposals ("RFP") from interested and qualified entities ("Prospective Tenant") to lease office space located in the Clarence D. Rappleyea Office Building (Rappleyea office building") located at 123 Main Street, White Plains, New York, 10601.

The lease space is located on the 9th Floor ("Premises") and consists of approximately 1,658 rentable square feet: for general, executive and administrative office purposes and for no other purposes.

Background

NYPA is the nation's largest state-owned power supplier, providing low-cost electricity to government agencies, municipal electric systems, rural electric cooperatives, manufacturers and to private utilities for resale—without profit—to their customers across New York State. NYPA operates 18 generating facilities and more than 1,400 circuit-miles of transmission lines. NYPA is also a national leader in promoting energy efficiency and the development of clean and renewable energy technologies, committing over $100 million a year to energy services.

NYPA's mission is to provide clean, economical and reliable energy consistent with its commitment to safety, while promoting energy efficiency and innovation for the benefit of its customers and all New Yorkers. Through this mission, it provides low-cost electric power to state and local governments, businesses, municipal electric systems and to other utilities for resale to consumers at cost.

This 420,000 square-foot White Plains landmark office building is bounded by Main Street, Martin Luther King Jr. Boulevard and Hamilton Avenue. It was built in 1981 and purchased by the Power Authority of New York in 1991.

NYPA announced that its 17-story administrative office building in White Plains has received LEED Gold-EB (Leadership in Energy and Environmental Design-Existing Building) ranking from the U.S. Green Building Council, attesting to its environmental sustainability and status as a "green" building. The building is designed to comply with New York State Executive Order No. 111.

It is the first existing building in New York State to achieve LEED Gold and among only 19 such facilities in the country.

The Gold designation signifies that the Rappleyea Building meets the rigorous LEED performance standards for five key areas: sustainable site development, energy efficiency, water savings, materials selection and indoor environmental quality.

RFP Selection Criteria.

Title 19 Section 2897 of Public Authority Laws as amended by Chapter 506 of Laws of New York, 2009, requires that space available for lease at NYPA buildings be offered to prospective tenants through a public solicitation process that is described in the NYPA's "Guidelines for Real Property Disposal", a copy of which is attached as Attachment 1 (the "Guidelines").

NYPA will select the best responsive proposal received under this RFP under the following selection criteria:

(1) The financial capability of the Prospective Tenant to carry out the terms of the lease;

(2) The experience of the Prospective Tenant demonstrating the capability to carry out terms of lease (rental payment history, no violations on previous lease agreements) ;

(3) The ability and commitment of the Prospective Tenant to conduct its business in the premises in an environmentally sound manner through, among other programs and actions, energy conservation, waste reduction, and recycling.

Proposal Content.

1. **In General**.

Proposals submitted in response to this RFP must follow the format described below. You are asked to answer questions or supply specific information in response to specific items. Please label your responses correspondingly, and respond fully and accurately to all questions/requests.

2. Information Requested.

a. Prospective Tenant's Identification.

Please provide full identification of the person(s) responsible for the proposal submitted: name(s), address(es), telephone number(s), or e-mail address(es). In addition, please supply the name(s), address(es), and phone number(s) of two personal and two professional references.

b. Proposed Uses.

Please describe your proposed use or uses of the Premises and explain why it is compatible with preservation, protection and business enjoyment of the NYPA building. Include a detailed operating plan. Among other matters, state how many persons will occupy the Premises, the number of clients that may be expected to visit Premises on a daily basis and your estimate of necessary parking spaces for employees and clients.

c. Experience.

Please explain in detail and document how your experience and background qualifies you as being capable of satisfactorily performing the terms and conditions of the offered lease.

d.. **Financial Capability.**

Please submit documentation through bank statements, bank financing commitment letters, or similar documents substantiating your financial capability.

d. Rental Proposal.

Please provide a rental proposal considering the following:

1. Rental on per square foot basis
2. Length of term – preferred minimum should be 5 years
3. Any type of Tenant Improvement allowance requested
4. Parking requirements

e. Environmental Enhancement.

Please explain your proposal for managing and using the property in an environmentally sound manner through, among other programs and actions you may propose, energy conservation, wastereduction, and recycling.

f. Additional information or data which the bidder believes may be of particular significance in the evaluation of its qualification statement.

Proposal Submission Requirements.

Please submit a written proposal by January 28, 2015 to:

Patrick Donnelly, Director of Site Purchasing, Materials Management and Real Estate
New York Power Authority
397 Power Plant Access Road Gilboa, New York 12076
Pat.Donnelly@NYPA.gov

As a general rule, **any contact by or on behalf of a prospective tenant regarding this RFP and the related solicitation must be made with Power Authority designated-points-of-contact only.** Failure to comply with such requirements can result in disqualification from this and other solicitations involving New York State governmental entities.

Neither NYPA nor its customers will be responsible for any costs or expenses incurred in preparing and submitting information in response to this RFP. All material submitted will become the property of NYPA. Late proposals and proposals lacking the appropriate completed and signed Proposal Checklist will be returned. Faxed or e-mailed proposals will not be accepted. Proposals will not be accepted at any other NYPA location other than the address above. If changes are made to this RFP, notification will be posted on NYPA's website at www.nypa.org.

Additional Information and Modification of Proposals.

NYPA may request additional information or written clarification of a proposal from any Prospective Tenant after the submission date . However, proposals may not be amended after the submission date unless permitted by NYPA. NYPA may not permit amendment of a proposal unless all Prospective Tenants that submitted responsive proposals are given an opportunity to amend their respective proposals.

NYPA Evaluation and Selection of the Best Proposal.

NYPA will review all responses to this RFP through an evaluation panel.

All proposals will first be screened for adherence to the requirements of this RFP. NYPA will not consider non-responsive proposals. A non-responsive proposal is a proposal that was not timely submitted or fails to meet the material terms and conditions of this RFP as determined by NYPA.

It is the intention of the NYPA to select the best submitted proposal as determined under the selection criteria without further submittals or representations. If this cannot be done, NYPA will select those lease proposals that appear most suitable under the selection criteria, and from that group will request additional information or presentations so that the best proposal can be selected.

NYPA will negotiate terms of the final lease with the Prospective Tenant determined to have submitted the best proposal under the selection criteria. Award of the lease to that Prospective Tenant is dependent on successful negotiation of the final terms of the lease. If negotiations fail, NYPA may negotiate with other Prospective tenants for award of the offered lease or terminate this solicitation without liability to any person.

Confidentiality of Proposals.

NYPA is subject to the New York State Freedom of Information Law ("FOIL") which provides, as a general rule, that NYPA records are accessible to the public, subject only to specific exceptions which include a trade secret exception. If NYPA were to receive a FOIL request, the submitter would be notified, and NYPA, to the fullest extent permitted by FOIL, would seek to deny access to any information marked as proprietary and confidential.

Submitters are cautioned to clearly label as proprietary and confidential any specific information or other material that is considered to be confidential.

If you believe that a proposal contains trade secrets or confidential commercial information that you do not want to be made public, please include the following sentence on the cover page of each copy of the proposal:

"*This proposal contains trade secrets, I and/or confidential commercial and financial information that the prospective tenant believes to be exempt from disclosure under Freedom of Information Act. The Prospective Tenant requests that this information not be disclosed to the public, except as may be required by law".*

Information so identified will not be made public by NYPA except in accordance with the requirements of the Freedom of Information Act.