



Roosevelt Island Operating Corporation

KATHY HOCHUL
Governor

B. J. JONES
President / CEO

BOARD OF DIRECTORS

RuthAnne Visnauskas, Chair, Commissioner of NYSHCR
Blake G. Washington, Director of BUDGET
Marc Jonas Block
Fay Christian
Conway Ekpo
Dr. Michal L. Melamed
Howard Polivy
Prof. Lydia W. Tang
Melissa A. Wade

Agenda Item V. 5. October 22, 2026

PROPOSED RESOLUTION

AUTHORIZATION TO ENTER INTO CONTRACT WITH BRIDGE PHILANTHROPIC CONSULTING LLC FOR GRANT ADMINISTRATION OF THE PUBLIC PURPOSE FUND

RESOLVED by the Board of Directors of the Roosevelt Island Operating Corporation of the State of New York (“RIOC”), as follows:

- Section 1. that RIOC is hereby authorized to enter into contract with Bridge Philanthropic Consulting LLC for grant administration of the Roosevelt Island Public Purpose Fund, upon such terms and conditions substantially similar to those outlined in the Memorandum from Dhruvika Amin, Chief Financial Officer and Vice President to the Board of Directors and B. J. Jones, President and Chief Executive Officer, dated October 14, 2026, attached hereto;
- Section 2. that the President and Chief Executive Officer or President’s designee is hereby authorized to take such actions and execute such instruments as deemed necessary to effectuate the foregoing; and
- Section 3. that this resolution shall take effect immediately.



Roosevelt Island Operating Corporation

KATHY HOCHUL
Governor

B. J. JONES
President /CEO

BOARD OF DIRECTORS

RuthAnne Visnauskas, Chair, Commissioner of NYSHCR
Blake G. Washington, Director of BUDGET
Marc Jonas Block
Fay Christian
Conway Ekpo
Dr. Michal L. Melamed
Howard Polivy
Prof. Lydia W. Tang
Melissa A. Wade

MEMORANDUM

To: RIOC Board of Directors/B.J. Jones, President and Chief Executive Officer
From: Dhruvika Amin, Vice President and Chief Financial Officer
Re: Administration of the Roosevelt Island Public Purpose Fund - RFP #26-1470
Date: October 14, 2026

Background

The Public Purpose Fund (“PPF”) grant program, established by New York State in 1989, has provided critical financial support to local non-profits for community use. In line with RIOC’s mission and core values, RIOC issues PPF grants to local non-profit organizations that dedicate those funds to services, programs, and projects, that benefit and enrich the Roosevelt Island community.

The Fund has supported programming in areas including educational opportunity, artistic and cultural enrichment, health, environmental improvement, community services and other activities that enhance the quality of life of Roosevelt Island residents.

Since January 2022, the New York Community Trust (NYCT) has overseen the PPF grant program, utilizing their expertise in grant administration to ensure transparency, efficiency, and adherence to best practices. Since 2022, the PPF has grown from \$150,000 across 13 grants in an early cycle, to \$250,000 across 14 grants in 2025, to \$260,000 across 18 grants in 2026, in one-year awards of up to \$30,000. RIOC anticipates an annual fund of \$250,000 going forward.

With NYCT’s current MOU set to expire in December 2026, RIOC initiated a competitive Request for Proposals (RFP) process to solicit proposals from qualified firms and organizations to provide grant administration services for the Fund’s next term(s). The objective was to evaluate available providers, assess proposed services and costs, and identify an administrator capable of meeting RIOC’s programmatic and administrative requirements.

Procurement Process

On September 9, 2026, RIOC published RFP #26-1470, for the Administration of the Roosevelt Island Public Purpose Fund. Through recommendations from the former firm who administered this fund as well as NY State MWBE database, RIOC invited 18 firms to view and bid this work. Upon the due date of October 1, 2026, RIOC received one qualified proposal. This single bid was received from Bridge Philanthropic Consulting LLC who is a New York State Certified MBE.

Bridge Philanthropic Consulting LLC is one of the largest full-service fundraising and advisory firms in the United States, headquartered at 8 West 126th Street in NYC and founded in 2016. Bridge Philanthropic Consulting LLC is a New York State and New York City certified Minority Business Enterprise and holds a GSA Multiple Award Schedule contract. Bridge Philanthropic Consulting LLC operates with a core professional staff and a standing bench of more than 105 consultants assigned to engagements by discipline, which allows the firm to staff a program like the Fund with senior grant makers without carrying idle overhead.

Bridge Philanthropic Consulting LLC's practice spans grant program design and administration, nonprofit capacity building and technical assistance, community engagement, strategic planning, and fundraising counsel. Bridge Philanthropic Consulting LLC has executed more than 29 government contracts for the City and State of New York, representing more than \$10.8 million in awards, has administered more than \$11 million in grant funding to more than 1,000 recipient organizations and small businesses, and has helped client institutions raise more than \$2 billion.

Bridge Philanthropic Consulting LLC has performed the lifecycle of complete grant administration and operational management that RIOC is procuring including application development under City approval, outreach, eligibility verification, document collection and maintenance of records, technical assistance, grant agreements, payee onboarding, disbursement by electronic transfer for grant payments, monitoring, reporting to the Commission, independent review, public communication, and audit-ready record retention.

The bid was evaluated on their qualification and experience, demonstrated relevant experience, and overall quality and completeness of bid. These three categories combined for a total of 100 points possible. RIOC's three-member evaluation committee reviewed the bid and provided confidential scores. These scores were averaged together and the total points that Bridge Philanthropic Consulting LLC scored was 89. This score represents that Bridge Philanthropic Consulting LLC is both competent and qualified for the scope of this work.

Following two rounds of negotiations, we were able to reduce the proposed fee from \$147,500 to \$75,000 and ultimately to a best and final proposal of \$62,500 per year. This is a total reduction of \$85,000 approximately 57.6% of the original proposal. Further, their initial bid reflected an annual price escalation, and we were able to negotiate the escalation and keep the price consistent for the duration of this contract without any escalations. The negotiated fee is also within a reasonable market range for the scope of services and comparable grant administration engagements.

Recommendation

RIOC recommends entering into a contract with Bridge Philanthropic Consulting LLC for the administration of the public purpose fund for one year with four additional one year renewal options at \$62,500 per year.