



THE CITY RECORD

Official Journal of The City of New York

THE CITY RECORD
U.S.P.S. 0114-660

Printed on paper containing
40% post-consumer material

VOLUME CXXXVI NUMBER 240

WEDNESDAY, DECEMBER 16, 2009

PRICE \$4.00

TABLE OF CONTENTS

PUBLIC HEARINGS & MEETINGS

Queens Borough President	4309
City Council	4309
City Planning Commission	4309
Community Boards	4309
Deferred Compensation Plan Board	4309
Office of the Mayor	4309
Board of Standards and Appeals	4309
Transportation	4310
Youth and Community Development	4310

PROPERTY DISPOSITION

Citywide Administrative Services	4310
Division of Real Estate Services	4310

Housing Preservation and Development	4311
Police	4311

PROCUREMENT

Administration for Children's Services	4311
Chief Medical Examiner	4311
Agency Chief Contracting Officer	4311
Citywide Administrative Services	4311
Division of Municipal Supply Services	4311
Vendor Lists	4311

Design and Construction	4311
Agency Chief Contracting Officer	4311
Economic Development Corporation	4311
Contracts	4311
Education	4311
Division of Contracts and Purchasing	4311
Employees' Retirement System	4312
Environmental Protection	4312
Contract Management Services	4312
Health and Hospitals Corporation	4312
Homeless Services	4312
Office of Contracts and Procurement	4312

Housing Authority	4312
Human Resources Administration	4312
Juvenile Justice	4312
Parks and Recreation	4312
Capital Projects Division	4312
Revenue and Concessions	4312
School Construction Authority	4312
Contract Administration	4312

SPECIAL MATERIALS

Housing Preservation and Development	4313
Changes in Personnel	4313
READERS GUIDE	4316

THE CITY RECORD

MICHAEL R. BLOOMBERG, Mayor

MARTHA K. HIRST, Commissioner, Department of Citywide Administrative Services.
ELI BLACHMAN, Editor of The City Record.

Published Monday through Friday, except legal holidays by the Department of Citywide Administrative Services of the City of New York under Authority of Section 1066 of the New York City Charter.

Subscription—\$500 a year; daily, \$4.00 a copy (\$5.00 by mail) Periodicals Postage Paid at New York, N.Y.
POSTMASTER: Send address changes to THE CITY RECORD, 1 Centre Street, Room 2208, New York, N.Y. 10007 - 1602

Editorial Office
1 Centre Street, Room 2208
New York N.Y. 10007-1602
Telephone (212) 669-8252

Subscription Changes/Information
1 Centre Street, Room 2208
New York N.Y. 10007-1602
Telephone (212) 669-8252

The City of New York Home Page
provides Internet access via the WORLD
WIDE WEB to solicitations and awards
<http://www.nyc.gov/cityrecord>

PUBLIC HEARINGS AND MEETINGS

See Also: Procurement; Agency Rules

QUEENS BOROUGH PRESIDENT

■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Borough President of Queens, Helen Marshall, on **Thursday, December 17, 2009** at 10:30 A.M., in the Borough Presidents Conference Room located at 120-55 Queens Boulevard, Kew Gardens, New York 11424, on the following items:

NOTE: Individuals requesting Sign Language Interpreters should contact the Borough President's Office, (718) 286-2860, TDD users should call (718) 286-2656, no later than FIVE BUSINESS DAYS PRIOR TO THE PUBLIC HEARING.

CD07 - BSA# 217-96 BZ - IN THE MATTER of an application submitted by Joseph P. Morsellino on behalf of Silverbell Investments pursuant to Sections 72-01 and 72-22 of the NYC Zoning Resolution, to extend the term of a variance granted for a term of 15 years for the continued operation of a car rental facility in an R2/C1-2 district located at **165-01 Northern Boulevard**, Block 5340, Lot 8, Zoning Map 10c, Flushing, Borough of Queens.

CD09 - ULURP #C100081 PPQ - IN THE MATTER of an application submitted by the Department of Citywide Administrative Services (DCAS), pursuant to Section 197-c of the New York City Charter, for the disposition of one (1) city-owned property located at **87-35 131st Street**, Block 9339, Lot 34, in the Jamaica Industrial Business Zone, South Jamaica Empire Zone, in an M1-1 district, Zoning Map 14d, Richmond Hill, Borough of Queens. **d11-17**

CITY COUNCIL

■ NOTICE

On December 21, 2009 at 11:00 A.M. in the Council Chambers of City Hall, the City Council Finance Committee will consider a local law to amend the administrative code of the city of New York, in relation to authorizing an increase in the amount to be expended in the following eight business improvement districts.

Lower East Side BID; Pitkin Avenue BID; 125th Street BID; 14th Street-Union Square BID; Montague Street BID; Columbus/Amsterdam BID; Queens Plaza/Court Square BID; and DUMBO BID **d11-17**

CITY PLANNING COMMISSION

■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN THAT RESOLUTIONS Have been adopted by the City Planning Commission

scheduling public hearings on the following matters to be held at Spector Hall, 22 Reade Street New York, New York, on Wednesday, December 16, 2009, commencing at 10:00 A.M.

BOROUGH OF MANHATTAN No. 1 HUDSON SQUARE BUILDING

CD 1 C 070223 ZSM
IN THE MATTER OF an application submitted by 145 Hudson Street Associates LP pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant to Section 74-711 of the Zoning Resolution to modify the use regulations of Section 111-103(b) (Additional use regulations) to allow loft dwellings to be located on the 7th - 10th floors of an existing 16-story building designed for non-residential use and erected prior to December 15, 1961, and where the lot coverage is greater than 5000 square feet, on property located at 145 Hudson Street (Block 214, Lots 1101- 1144), in an M1-5 District, within the Special TriBeCa Mixed Use District (Area B2), within the TriBeCa West Historic District.

Plans for this proposal are on file with the City Planning Commission and may be seen in Room 3N, 22 Reade Street, New York, N.Y. 10007.

YVETTE V. GRUEL, Calendar Officer
City Planning Commission
22 Reade Street, Room 2E
New York, New York 10007
Telephone (212) 720-3370 **d3-16**

COMMUNITY BOARDS

■ PUBLIC HEARINGS

PUBLIC NOTICE IS HEREBY GIVEN THAT the following matters have been scheduled for public hearing by Community Boards:

BOROUGH OF BROOKLYN

COMMUNITY BOARD NO. 18 - Wednesday, December 16, 2009, 8:00 P.M., Kings Plaza Community Room, Flatbush Avenue and Avenue V, Brooklyn, NY

BSA# 194-09-BZ
Premises affected: 2113 Utica Avenue (a.k.a. 2095-2113 Utica Avenue)
A Public Hearing pursuant to Sections 72-21 and 22-10 of the Zoning Resolution for a variance seeking waivers of the applicable R3-2 bulk regulations for the construction of a non-conforming multi-family four-story residential building and enlargement of the existing, non-conforming commercial building. **d10-16**

PUBLIC NOTICE IS HEREBY GIVEN THAT the following matters have been scheduled for public hearing by Community Boards:

BOROUGH OF BROOKLYN

COMMUNITY BOARD NO. 16 - Tuesday, December 22, 2009, 7:00 P.M., 444 Thomas S. Boyland Street, Brooklyn, NY

BSA# 304-09-BZ
Women In Need, Inc. has submitted an application for a variance to erect a ten-story, mixed-use residential community facility and commercial building in an M1-4 zoning district to be located at 75-121 Junius Street between Liberty and Glenmore Avenues. **d16-22**

DEFERRED COMPENSATION PLAN BOARD

■ MEETING

The New York City Deferred Compensation Plan Board will hold its monthly meeting on Thursday, December 17, 2009 from 10:00 A.M. to 1:00 P.M. The meeting will be held at 40 Rector Street, 3rd Floor, NYC. **d15-17**

OFFICE OF THE MAYOR

■ PUBLIC HEARINGS

NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAWS

PURSUANT TO STATUTORY REQUIREMENT, NOTICE IS HEREBY GIVEN that proposed local laws numbered and titled hereinafter have been passed by the Council and that a public hearing on such proposed local laws will be held in the Blue Room at City Hall, Borough of Manhattan, New York City, on **Monday, December 28, 2009 at 1:30 P.M.:**

Intro 476-A - A Local Law to amend the administrative code of the city of New York, in relation to benchmarking the energy and water efficiency of buildings.

Intro 564-A - A Local Law to amend the administrative code of the city New York, in relation to establishing a New York city energy code.

Intro 967-A - A Local Law to amend the New York city charter and the administrative code of the city New York, in relation to requiring energy audits and retro-commissioning of base building systems of certain buildings and retro-fitting of certain city-owned buildings.

Intro 973-A - A Local Law to amend the administrative code of the city of New York, in relation to upgrading lighting systems and the installation of sub-meters in certain buildings.

Michael R. Bloomberg
Mayor

NOTE: Individuals requesting Sign Language Interpreters should contact the Mayor's Office of City Legislative Affairs, 253 Broadway, 14th Floor, New York, NY 10007, (212) 788-3678, no later than five business days prior to the public hearing. TDD users call Verizon relay service. **d16**

BOARD OF STANDARDS AND APPEALS

■ PUBLIC HEARING

JANUARY 12, 2009, 10:00 A.M.

NOTICE IS HEREBY GIVEN of a public hearing, Tuesday morning, January 12, 2009, 10:00 A.M., at 40 Rector Street, 6th Floor, New York, N.Y. 10006, on the following matters:

SPECIAL ORDER CALENDAR

223-98-BZ
APPLICANT - Andrea Claire/Peter Hirshman for Jilda Realty Corporation, owner.
SUBJECT - Application October 29, 2009 - Extension of Term (§§72-01 & 72-22) of a previous variance that permits the operation of an automotive service station (UG 16B) which will expire on February 1, 2010; Amendment to allow used car sales (UG 16B); Extension of Time to obtain a Certificate of Occupancy which expired on June 10, 2003; Waiver of the Rules. R6B zoning district.
PREMISES AFFECTED - 51-59 Maujer Street aka 451-459 Lorimer Street, northeast corner of the intersection of Maujer Street and Lorimer Street, Block 2785, Lot 31 & 32, Borough of Brooklyn.
COMMUNITY BOARD #1BK

163-99-BZ
APPLICANT - The Law Office of Fredrick A. Becker, for 503 Broadway LLC, owner; TSI Soho LLC d/b/a New York Sports Club, lessee.
SUBJECT - Application September 16, 2009 - Extension of Term for a special permit (§73-36) which will expire on June

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like MARCOS LAZARO, MARTINEZ MERCEDES, MATTHEWS LORREINE, etc.

DEPARTMENT OF JUVENILE JUSTICE FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like HERNANDEZ CHARLES, MAPP SUZETTE.

OFF OF PAYROLL ADMINISTRATION FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like CHEUNG JIMMY, NANKOO KEVIN, etc.

INDEPENDENT BUDGET OFFICE FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes name WILKS ASA.

TAXI & LIMOUSINE COMMISSION FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes name HARRIS STACEY.

PUBLIC SERVICE CORPS FOR PERIOD ENDING 11/13/09

Large table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like ALMONTASER AHLAM, ASQAROVA FOTIMA, etc.

DEPT OF YOUTH & COMM DEV SRVS FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like ALVARADO MARIA, CHENG ALAN, etc.

QUEENS COMMUNITY BOARD #7 FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes name MOSS DIANE.

COMMUNITY COLLEGE (BRONX) FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like ALI SAHER, GARRICK MILTON, etc.

COMMUNITY COLLEGE (QUEENSBORO) FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like ALLI GRACE, CHEN SI-AN.

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like CHEN YING YIN, CLARK ALBERTA, COHEN SAM, etc.

COMMUNITY COLLEGE (KINGSBORO) FOR PERIOD ENDING 11/13/09

Large table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like AUGUSTINE CHADWICK, CABRERA MARIO, CEPEDA PEDRO, etc.

COMMUNITY COLLEGE (MANHATTAN) FOR PERIOD ENDING 11/13/09

Large table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like ACEVEDO ROBERTO, ARTHUR ARIEL, AVILES RICHARD, etc.

COMMUNITY COLLEGE (HOSTOS) FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like BAYDOUN BELAL, DAIS JOYCE, DUFFIN CHARLES, etc.

COMMUNITY COLLEGE (LAGUARDIA) FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Includes names like ALCAIDE FIDEL, BACON PHILLIP.

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employees like BERNARD PIERRE, BORNSTEIN SETH, CACERES JUAN, etc.

HUNTER COLLEGE HIGH SCHOOL FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employees like FOLEY TARA, JOHN JINI, MCCABE GRETCHEN, etc.

DEPARTMENT OF EDUCATION ADMIN FOR PERIOD ENDING 11/13/09

Large table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists numerous employees across various departments like ACOSTA FRANCIA, ADAMS TRACY, etc.

OFFICE OF PROBATION FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employee MUNICH MYRNA.

DEPARTMENT OF BUSINESS SERV. FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employees HIRSCH DARIA, MAKAREWYCZ JUSTYN.

HOUSING PRESERVATION & DVLPMT FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employee BRANTLEY ISABELLE.

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employees like CHUA HEIDI, FRIMPONG KWAKU, etc.

DEPARTMENT OF BUILDINGS FOR PERIOD ENDING 11/13/09

Table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists employees like LORDE JANICE, SHAH MANHER, etc.

DEPT OF HEALTH/MENTAL HYGIENE FOR PERIOD ENDING 11/13/09

Large table with columns: NAME, TITLE, SALARY, ACTION, PROV, EFF DATE. Lists numerous employees like ALEXANDER CAROLINE, ANDREWS THOMAS, etc.

READER'S GUIDE

The City Record (CR) is, published each business day and includes notices of proposed New York City procurement actions, contract awards, and other procurement-related information. Solicitation notices for most procurements valued at or above \$100,000 for information technology and for construction and construction related services, above \$50,000 for other services, and above \$25,000 for other goods are published for at least one day. Other types of procurements, such as sole source, require notice in the City Record for five consecutive days. Unless otherwise specified, the agencies and offices listed are open for business Mondays thru Fridays from 9:00 A.M. to 5:00 P.M. except legal holidays.

NOTICE TO ALL NEW YORK CITY CONTRACTORS

The New York State Constitution ensures that all laborers, workers or mechanics employed by a contractor or subcontractor doing public work are to be paid the same wage rate that prevails in the trade where the public work is being done. Additionally, New York State Labor Law §§ 220 and 230 provide that a contractor or subcontractor doing public work in construction or building service must pay its employees no less than the prevailing wage. Section 6-109 (the Living Wage Law) of the New York City Administrative Code also provides for a "living wage", as well as prevailing wage, to be paid to workers employed by City contractors in certain occupations. The Comptroller of the City of New York is mandated to enforce prevailing wage. Contact the NYC Comptrollers Office at www.comptroller.nyc.gov, click on Labor Law Schedules to view rates.

New York City's "Burma Law" (Local Law No. 33 of 1997) No Longer to be Enforced. In light of the United States Supreme Court's decision in **Crosby v. National Foreign Trade Council**, 530 U.S. 363 (2000), the City has determined that New York City's Local Law No. 33 of 1997 (codified in Administrative Code Section 6-115 and Charter Section 1524), which restricts City business with banks and companies doing business in Burma, is unconstitutional. This is to advise, therefore, that the language relating to Burma contained in existing New York City contracts may not be enforced.

CONSTRUCTION/CONSTRUCTION SERVICES OR CONSTRUCTION RELATED SERVICES

The City of New York is committed to achieving excellence in the design and construction of its capital program, and building on the tradition of innovation in architecture and engineering that has contributed to the City's prestige as a global destination.

VENDOR ENROLLMENT APPLICATION

New York City procures approximately \$7 billion worth of goods, services, construction and construction-related services every year. The NYC Procurement Policy Board Rules require that agencies primarily solicit from established mailing lists called bidder/proposer lists. To register for these lists-free of charge-, prospective suppliers should fill out and submit the NYC-FMS Vendor Enrollment application.

- Online at <http://nyc.gov/selltonyc>
- To request a hardcopy application, call the Vendor Enrollment Center at (212) 857-1680.

Attention Existing Suppliers:

Even if you already do business with NYC agencies, be sure to fill out an application. We are switching over to citywide, centralized Bidders Lists instead of the agency-specific lists previously used to issue notices about upcoming contract opportunities. To continue receiving notices of New York City contract opportunities, you must fill out and submit a NYC-FMS Vendor Enrollment application.

If you are uncertain whether you have already submitted an application, call us at (212) 857-1680.

SELLING TO GOVERNMENT TRAINING WORKSHOP

New and experienced vendors are encouraged to register for a free training course on how to do business with New York City. "Selling to Government" workshops are conducted by the Department of Small Business Services, 110 William Street, New York, NY 10038. Morning and afternoon sessions are convened on the first Tuesday of each month. For more information, and to register, call (212) 618-8845.

PRE-QUALIFIED LIST

New York City procurement policy permits agencies to develop and solicit from pre-qualified lists of vendors, under prescribed circumstance. When it is decided by an agency to develop a pre-qualified list, criteria for pre-qualification must be clearly explained in the solicitation and notice of the opportunity to pre-qualify for that solicitation must be published in at least five issues of the CR.

Information and qualification questionnaires for inclusion on such list may be obtained directly from the Agency Chief Contracting Officer at each agency, (see Vendor Information Manual). A completed qualification Questionnaire may be submitted to the Chief Contracting Officer at any time, unless otherwise indicated and action (approval or denial) shall be taken by the agency within 90 days from the date of submission. Any denial or revocation of pre-qualified status can be appealed to the Office of Administrative Trials and Hearings, (OATH), Section 3-11 of the Procurement Policy Board Rules describes the criteria for the general use of pre-qualified lists.

NON-MAYORAL ENTITIES

The following agencies are not subject to Procurement Policy Board rules and do not follow all of the above procedures: City University, Department of Education, Metropolitan Transportation Authority, Health & Hospitals Corporation, Housing Authority. Suppliers interested in applying for inclusion on bidders list should contact these entities directly (see Vendor Information Manual) at the addresses given.

PUBLIC ACCESS CENTER

The Public Access Center is available to suppliers and the public as a central source for supplier-related information through on-line computer access. The Center is located at 253 Broadway, 9th floor, in lower Manhattan, and is open Monday through Friday from 10:00 A.M to 3:00 P.M. For information, contact the Mayor's Office of Contract Services at (212) 788-0010.

ATTENTION: NEW YORK CITY MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES

Join the growing number of Minority and Women Owned Business Enterprises (M/WBEs) that are competing for New York City's business. In order to become certified for the program, your company must substantiate that it: (1) is at least fifty-one percent (51%) owned, operated and controlled by a minority or woman and (2) is either located in New York City or has a significant tie to New York City's business community. To obtain a copy of the certification application and to learn more about the program, contact the New York City Department of Small Business Services, 110 William Street, 2nd Floor, New York, New York 10038 (212) 513-6311.

PROMPT PAYMENT

It is the policy of the City of New York to pay its bills promptly. The Procurement Policy Board Rules generally require that the City pay its bills within 30 days after the receipt of a proper invoice. The City now pays interest on all late invoices. The grace period that formerly existed was eliminated on July 1, 2000. However, there are certain types of payments that are not eligible for interest. These are listed in Section 4-06 of the Procurement Policy Board Rules. The Comptroller and OMB determine the interest rate on late payments twice a year, in January and in July.

PROCUREMENT POLICY BOARD RULES

The Rules may also be accessed on the City Website, <http://nyc.gov/selltonyc>

COMMON ABBREVIATIONS USED IN THE CR

The CR contains many abbreviations. Listed below are simple explanations of some of the most common ones appearing in the CR:

- AB Acceptable Brands List
- AC Accelerated Procurement
- AMT Amount of Contract
- BL Bidders List
- CSB Competitive Sealed Bidding (including multi-step)
- CB/PQ CB from Pre-qualified Vendor List
- CP Competitive Sealed Proposal (including multi-step)
- CP/PQ CP from Pre-qualified Vendor List
- CR The City Record newspaper
- DA Date bid/proposal documents available
- DUE Bid/Proposal due date; bid opening date
- EM Emergency Procurement
- IG Intergovernmental Purchasing
- LBE Locally Based Business Enterprise
- M/WBE Minority/Women's Business Enterprise
- NA Negotiated Acquisition
- NOTICE.... Date Intent to Negotiate Notice was published in CR
- OLB..... Award to Other Than Lowest Responsible & Responsive Bidder/Proposer
- PIN..... Procurement Identification Number
- PPB Procurement Policy Board
- PQ Pre-qualified Vendors List
- RS..... Source required by state/federal law or grant
- SCE..... Service Contract Short-Term Extension
- DP Demonstration Project
- SS Sole Source Procurement
- ST/FED..... Subject to State &/or Federal requirements

KEY TO METHODS OF SOURCE SELECTION

The Procurement Policy Board (PPB) of the City of New York has by rule defined the appropriate methods of source selection for City procurement and reasons justifying their use. The CR procurement notices of many agencies include an abbreviated reference to the source selection method utilized. The following is a list of those methods and the abbreviations used:

- CSB **Competitive Sealed Bidding** (including multi-step)
Special Case Solicitations / Summary of Circumstances:
- CP **Competitive Sealed Proposal** (including multi-step)
- CP/1 Specifications not sufficiently definite
- CP/2 Judgement required in best interest of City
- CP/3 Testing required to evaluate
- CB/PQ/4
- CP/PQ/4 **CB or CP from Pre-qualified Vendor List/** Advance qualification screening needed
- DP Demonstration Project
- SS **Sole Source Procurement/**only one source
- RS..... Procurement from a Required Source/ST/FED
- NA..... Negotiated Acquisition
For ongoing construction project only:
- NA/8 Compelling programmatic needs

- NA/9 New contractor needed for changed/additional work
- NA/10 Change in scope, essential to solicit one or limited number of contractors
- NA/11 Immediate successor contractor required due to termination/default

For Legal services only:

- NA/12 Specialized legal devices needed; CP not advantageous
- WA **Solicitation Based on Waiver/Summary of Circumstances** (Client Services/BSB or CP only)
- WA1 Prevent loss of sudden outside funding
- WA2 Existing contractor unavailable/immediate need
- WA3 Unsuccessful efforts to contract/need continues
- IG **Intergovernmental Purchasing** (award only)
- IG/F Federal
- IG/S State
- IG/O Other
- EM **Emergency Procurement** (award only) An unforeseen danger to:
- EM/A Life
- EM/B Safety
- EM/C Property
- EM/D A necessary service
- AC **Accelerated Procurement/**markets with significant short-term price fluctuations
- SCE **Service Contract Extension/**insufficient time; necessary service; fair price
Award to Other Than Lowest Responsible & Responsive Bidder or Proposer / Reason (award only)
- OLB/a anti-apartheid preference
- OLB/b local vendor preference
- OLB/c recycled preference
- OLB/d other: (specify)

HOW TO READ CR PROCUREMENT NOTICES

Procurement Notices in the CR are arranged by alphabetically listed Agencies, and within Agency, by Division if any. The notices for each Agency (or Division) are further divided into three subsections: Solicitations, Awards; and Lists & Miscellaneous notices. Each of these subsections separately lists notices pertaining to Goods, Services, or Construction.

Notices of Public Hearings on Contract Awards appear at the end of the Procurement Section. At the end of each Agency (or Division) listing is a paragraph giving the specific address to contact to secure, examine and/or to submit bid or proposal documents, forms, plans, specifications, and other information, as well as where bids will be publicly opened and read. This address should be used for the purpose specified UNLESS a different one is given in the individual notice. In that event, the directions in the individual notice should be followed. The following is a SAMPLE notice and an explanation of the notice format used by the CR.

SAMPLE NOTICE:

POLICE

DEPARTMENT OF YOUTH SERVICES

■ SOLICITATIONS

Services (Other Than Human Services)

BUS SERVICES FOR CITY YOUTH PROGRAM – Competitive Sealed Bids – PIN# 056020000293 – DUE 04-21-03 AT 11:00 A.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
NYPD, Contract Administration Unit, 51 Chambers Street, Room 310, New York, NY 10007. Manuel Cruz (646) 610-5225.

☛ m27-30

ITEM	EXPLANATION
POLICE DEPARTMENT	Name of contracting agency
DEPARTMENT OF YOUTH SERVICES	Name of contracting division
■ SOLICITATIONS	Type of Procurement action
<i>Services (Other Than Human Services)</i>	Category of procurement
BUS SERVICES FOR CITY YOUTH PROGRAM	Short Title
CSB	Method of source selection
PIN # 056020000293	Procurement identification number
DUE 04-21-03 AT 11:00 am	Bid submission due 4-21-03 by 11:00 am; bid opening date/time is the same.
<i>Use the following address unless otherwise specified in notice, to secure, examine-submit bid/proposal documents; etc.</i>	Paragraph at the end of Agency Division listing giving contact information, or submit bid/information or and Agency Contact address
	NYPD, Contract Administration Unit 51 Chambers Street, Room 310 New York, NY 10007. Manuel Cruz (646) 610-5225.
☛	Indicates New Ad
m27-30	Date that notice appears in City Record

NUMBERED NOTES

Numbered Notes are Footnotes. If a Numbered Note is referenced in a notice, the note so referenced must be read as part of the notice. **1.** All bid deposits must be by company certified check or money order made payable to Agency or Company.