



# THE CITY RECORD

Official Journal of The City of New York

THE CITY RECORD U.S.P.S. 0114-660  
Printed on paper containing 30% post-consumer material

VOLUME CXLVII NUMBER 145

TUESDAY, JULY 28, 2020

Price: \$4.00

## TABLE OF CONTENTS

### PUBLIC HEARINGS AND MEETINGS

City Planning Commission . . . . .	2997
Board of Education Retirement System . . . . .	2998
Environmental Protection . . . . .	2998
New York City Fire Pension Fund . . . . .	2998
Franchise and Concession Review Committee . . . . .	2998
Housing Authority . . . . .	2998
Landmarks Preservation Commission . . . . .	2998
Board of Standards and Appeals . . . . .	2999

### PROPERTY DISPOSITION

Citywide Administrative Services . . . . .	3000
Office of Citywide Procurement . . . . .	3000
Housing Preservation and Development . . . . .	3000
Police . . . . .	3000

### PROCUREMENT

Aging . . . . .	3001
Chief Medical Examiner . . . . .	3001

Procurement . . . . .	3001
Citywide Administrative Services . . . . .	3001
Office of Citywide Procurement . . . . .	3001
Design and Construction . . . . .	3001
Economic Development Corporation . . . . .	3001
Contracts . . . . .	3001
Financial Information Services Agency . . . . .	3002
Procurement Services . . . . .	3002
Health and Mental Hygiene . . . . .	3002
Agency Chief Contracting Officer . . . . .	3002
Housing Authority . . . . .	3002
Office of the Corporate Secretary . . . . .	3002
Human Resources Administration . . . . .	3003
Parks and Recreation . . . . .	3003

### AGENCY RULES

Rent Guidelines Board . . . . .	3003
---------------------------------	------

### SPECIAL MATERIALS

Changes in Personnel . . . . .	3028
--------------------------------	------

### LATE NOTICE

Mayor's Office of Criminal Justice . . . . .	3031
--	------

READER'S GUIDE . . . . .	3032
--------------------------	------

## THE CITY RECORD

**BILL DE BLASIO**

Mayor

**LISETTE CAMILO**

Commissioner, Department of Citywide Administrative Services

**JANAE C. FERREIRA**

Editor, The City Record

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

Subscription \$500 a year, \$4.00 daily (\$5.00 by mail). Periodicals Postage Paid at New York, NY  
POSTMASTER: Send address changes to THE CITY RECORD, 1 Centre Street, 17th Floor, New York, NY 10007-1602

Editorial Office/Subscription Changes:  
The City Record, 1 Centre Street, 17th Floor, New York, NY 10007-1602 (212) 386-0055

Visit The New City Record Online (CROL) at [www.nyc.gov/cityrecord](http://www.nyc.gov/cityrecord) for a searchable database of all notices published in the City Record.

## PUBLIC HEARINGS AND MEETINGS

*See Also: Procurement; Agency Rules*

### CITY PLANNING COMMISSION

#### ■ PUBLIC HEARINGS

In support of the City's efforts to contain the spread of COVID-19, the City Planning Commission will hold a remote public hearing, via the teleconferencing application Zoom, at 10:00 A.M., Eastern Daylight Time, on Wednesday, August 5, 2020, regarding the calendar items listed below.



The meeting will be live streamed through Department of City Planning's (DCP's) website and accessible from the following webpage, which contains specific instructions on how to observe and participate, as well as materials relating to the meeting: <https://www1.nyc.gov/site/nycengage/events/city-planning-commission-public-meeting/286903/1>.

Members of the public should observe the meeting through DCP's website.

Testimony can be provided verbally by joining the meeting using either Zoom or by calling the following number and entering the information listed below:

877 853 5247 US Toll-free  
888 788 0099 US Toll-free  
Meeting ID: 740 153 9378  
[Press # to skip the Participation ID]  
Password: 1

To provide verbal testimony via Zoom, please follow the instructions available through the above webpage.

Written comments will also be accepted until 11:59 P.M., one week before the date of vote. Please use the CPC Comments form that is accessible through the above webpage.

Please inform the Department of City Planning if you need a reasonable accommodation, such as a sign language interpreter, in order to participate in the meeting. The submission of testimony, verbal or written, in a language other than English, will be accepted, and real time interpretation services will be provided based on available resources. Requests for a reasonable accommodation or foreign language assistance during the meeting should be emailed to [AccessibilityInfo@planning.nyc.gov](mailto:AccessibilityInfo@planning.nyc.gov), or made by calling (212) 720-3508. Requests must be submitted at least five business days before the meeting.

### BOROUGH OF THE BRONX

No. 1

### MANIDA STREET HISTORIC DISTRICT

CD 2

N 210006 HKX

IN THE MATTER OF a communication dated July 2, 2020, from the Executive Director of the Landmarks Preservation Commission, regarding the Manida Street Historic District, designated by the

Landmarks Preservation Commission on June 23, 2020 (Designation List 517/LP-2644), which consists of the properties bounded by a line beginning on the eastern curbline of Manida Street at a point on a line extending westerly from the northern property line of 870 Manida Street, and extending easterly along said line and along the northern property line of 870 Manida Street, southerly along the eastern property lines of 870 to 814 Manida Street, westerly along the southern property line of 814 Manida Street to the eastern curbline of Manida Street, northerly along said curbline to a point on a line extending easterly from the southern property line of 819 Manida Street, westerly along said line across Manida Street and along the southern property line of 819 Manida Street, northerly along the western property lines of 819 to 861 Manida Street, easterly along the northern property line of 861 Manida Street and across Manida Street to its eastern curbline, and northerly along said curbline to the point of beginning.

YVETTE V. GRUEL, Calendar Officer  
 City Planning Commission  
 120 Broadway, 31<sup>st</sup> Floor, New York, NY 10271  
 Telephone (212) 720-3370

jy22-a5

### BOARD OF EDUCATION RETIREMENT SYSTEM

#### MEETING

The Board of Education Retirement System Board of Trustees Meeting will be held, at 4:00 P.M., on Wednesday, July 29, 2020, via Webex. If you would like to attend this meeting, please contact BERS Executive Director, Sanford Rich, at Srich4@bers.nyc.gov.

jy8-29

The Board of Education Retirement System Board of Trustees Meeting will be held, at 4:00 P.M., on Wednesday, August 19, 2020, via Webex. If you would like to, attend this meeting, please contact BERS Executive Director, Sanford Rich, at Srich4@bers.nyc.gov.

jy20-a19

### ENVIRONMENTAL PROTECTION

#### PUBLIC HEARINGS

**NOTICE IS HEREBY GIVEN** that, pursuant to Chapter 15, Section 384 of the New York City Charter, a Real Property A&D Public Hearing will be held on Wednesday, August 12, 2020, at 10:00 A.M. The Public Hearing will be held via Conference Call. Call-in #: 1-646-992-2010, Access Code: 717-876-299 on the following:

REAL PROPERTY PUBLIC HEARING in the matter of the disposition by the City of New York of easement interests, pursuant to Title 4, Chapter 1, Section 106(9) of the New York City Administrative Code, on portions of the following real estate in the County of Ulster for driveway purposes in connection with the re-alignment of Route 28A:

County	Town	Tax Lot ID(s)
Ulster	Olive	45.2-1-1

In order to access the Public Hearing and testify, please call 1-646-992-2010, Access Code: 717-876-299 no later than 9:55 A.M. If you need further accommodations, please let us know at least five business days in advance of the Public Hearing via email, at DisabilityAffairs@mocs.nyc.gov.

☛ jy28

### NEW YORK CITY FIRE PENSION FUND

#### MEETING

Please be advised, that the trustees of the New York City Fire Pension Fund, will be holding a Board of Trustees Meeting on July 29, 2020, at 9:00 A.M. To be held at the New York City Fire Pension Fund, One Battery Park Plaza, 9th Floor, New York, NY 10004.



jy21-29

### FRANCHISE AND CONCESSION REVIEW COMMITTEE

#### NOTICE

**PUBLIC NOTICE IS HEREBY GIVEN** that the Franchise and Concession Review Committee, will hold a public meeting, on Wednesday, August 12, 2020, at 2:30 P.M., at 22 Reade Street, Spector Hall, New York, NY 10007.

NOTE: This location is accessible to individuals using wheelchairs or other mobility devices. For further information on accessibility, or to make a request for accommodations, such as sign language interpretation services, please contact the Mayor's Office of Contract Services (MOCS), via email, at DisabilityAffairs@mocs.nyc.gov, or via phone, at (212) 788-0010. Any person requiring reasonable accommodation for the public meeting, should contact MOCS, at least three (3) business days in advance of the meeting to ensure availability.



jy23-a12

### HOUSING AUTHORITY

#### PUBLIC HEARINGS

Because of the ongoing COVID-19 health crisis and in relation to Governor Andrew Cuomo's Executive Orders, the Board Meeting of the New York City Housing Authority, scheduled for Wednesday, July 29, 2020, at 10:00 A.M., will be limited to viewing the live-stream or listening via phone instead of attendance in person.

For public access, the meeting will be streamed live on NYCHA's Website, at <http://nyc.gov/nycha> and <http://on.nyc.gov/boardmeetings>, or can be accessed by calling 1(408) 418-9388 using Event number (access code): 129 489 2597 and Event password: nychaboard.

For those wishing to provide public comment, pre-registration is required via email, to [corporate.secretary@nycha.nyc.gov](mailto:corporate.secretary@nycha.nyc.gov), or by contacting (212) 306-6088, no later than 5:00 P.M., on the day prior to the Board Meeting. When pre-registering, please provide your name, development or organization name, contact information and item you wish to comment on. You will then be contacted with instructions for providing comment. Comments are limited to the items on the Calendar.

Speaking time will be limited to three minutes. Speakers will provide comment in the order in which the requests to comment are received. The public comment period will conclude upon all speakers being heard or at the expiration of 30 minutes allotted for public comment, whichever occurs first.

Copies of the Calendar will be available on NYCHA's Website, no earlier than 24 hours before the upcoming Board Meeting. Copies of the Minutes will also be available on NYCHA's Website, no earlier than 3:00 P.M., on the Thursday following the Board Meeting.

Any changes to the schedule will be posted here and on NYCHA's Website, at <http://www1.nyc.gov/site/nycha/about/board-calendar.page>, to the extent practicable at a reasonable time before the meeting.

For additional information, please visit NYCHA's Website, or contact (212) 306-6088.

Accessibility questions: Office of the Corporate Secretary (212) 306-6088, or [corporate.secretary@nycha.nyc.gov](mailto:corporate.secretary@nycha.nyc.gov), by: Wednesday, July 15, 2020, 12:00 P.M.



jy10-29

### LANDMARKS PRESERVATION COMMISSION

#### PUBLIC HEARINGS

**NOTICE IS HEREBY GIVEN** that, pursuant to the provisions of Title 25, Chapter 3 of the Administrative Code of the City of New York (Sections 25-303, 25-307, 25-308, 25-309, 25-313, 25-318, 25-320) on Tuesday, August 4, 2020, at 9:30 A.M., the Landmarks Preservation Commission (LPC or agency), will hold a public hearing by teleconference with respect to the properties list below, and then followed by a public meeting. The final order and estimated times for each application will be posted on the Landmarks Preservation Commission website, the Friday before the hearing. Please note that the order and estimated times are subject to change. The teleconference will be by the Zoom app and will be live streamed on the LPC's YouTube channel, [www.youtube.com/nyclpc](http://www.youtube.com/nyclpc). Members of the

public should observe the meeting on the YouTube channel and may testify on particular matters by joining the meeting using either the Zoom app or by calling in from any phone. Specific instructions on how to observe and testify, including the meeting ID and password, and the call-in number, will be posted on the agency's website, under the "Hearings" tab <https://www1.nyc.gov/site/lpc/hearings/hearings.page>, on the Monday before the public hearing. Any person requiring language assistance services or other reasonable accommodation in order to participate in the hearing or attend the meeting should contact the LPC by contacting Rich Stein, Community and Intergovernmental Affairs Coordinator, at [richstein@lpc.nyc.gov](mailto:richstein@lpc.nyc.gov), or (646) 248-0220, at least five (5) business days before the hearing or meeting. **Please note: Due to the City's response to COVID-19, this public hearing and meeting is subject to change and/or cancellation.**

**54-66 Livingston Street - Brooklyn Heights Historic District  
LPC-20-09614** - Block 268 - Lot 39, 43, 44 - Zoning: R6/C6-2A  
**CERTIFICATE OF APPROPRIATENESS**

Three rowhouses built in 1845-1847 and two rowhouses, built in 1861-79, all later altered. Application is to replace windows.

**56 North Moore Street - Tribeca West Historic District  
LPC-20-11170** - Block 187 - Lot 21 - Zoning: C6-2A  
**CERTIFICATE OF APPROPRIATENESS**

An early twentieth century commercial style garage building, designed by Renwick, Aspinwall & Tucker built in 1914, and altered by Renwick, Aspinwall & Tucker in 1916 with two additional stories. Application is to construct a rooftop addition, modify entrance infill and install a marquee.

**351 Canal Street - SoHo-Cast Iron Historic District  
LPC-20-11062** - Block 229 - Lot 6 - Zoning: M1-5B  
**CERTIFICATE OF APPROPRIATENESS**

A store building, with Neo-Grec style elements, designed by W.H. Garyl and built in 1871-72. Application is to remove a fire escape.

**541 Hudson Street - Greenwich Village Historic District  
LPC-20-10671** - Block 632 - Lot 52 - Zoning: C1-6  
**CERTIFICATE OF APPROPRIATENESS**

A rowhouse, built in 1846, and altered in 1959. Application is to modify window openings, construct a deck and modify an existing fire escape at the rear façade.

**643 Hudson Street - Gansevoort Market Historic District  
LPC-20-01441** - Block 627 - Lot 12 - Zoning: M1-5  
**CERTIFICATE OF APPROPRIATENESS**

A Greek Revival style rowhouse and store building, built c. 1840, and altered between 1940 and 1985. Application is to construct a barrier-free access ramp.

**26 East 78th Street - Metropolitan Museum Historic District  
LPC-20-05611** - Block 1392 - Lot 159 - Zoning: C5-1  
**CERTIFICATE OF APPROPRIATENESS**

An Italianate style rowhouse, designed by Silas M. Styles and built in 1871. Application is to demolish an existing rear yard addition, and construct rear yard and rooftop additions.

**60 West 76th Street - Upper West Side/Central Park West Historic District  
LPC-20-10575** - Block 1128 - Lot 61 - Zoning: C1-8A  
**CERTIFICATE OF APPROPRIATENESS**

A Renaissance Revival style flats building, designed by Henry Andersen and built in 1892-94. Application is to modify the entrance landing and areaway and install a ramp.

jy22-a4

**NOTICE IS HEREBY GIVEN** that, pursuant to the provisions of Title 25, Chapter 3 of the Administrative Code of the City of New York (Sections 25-303, 25-307, 25-308, 25-309, 25-313, 25-318, 25-320), on Tuesday, August 4, 2020, at 9:30 A.M., the Landmarks Preservation Commission (LPC or agency) will hold a public hearing by teleconference with respect to the properties list below, and then followed by a public meeting. The final order and estimated times for each application will be posted on the Landmarks Preservation Commission website the Friday before the hearing. Please note that the order and estimated times are subject to change. The teleconference will be by the Zoom app and will be live streamed on the LPC's YouTube channel [www.youtube.com/nycplpc](https://www.youtube.com/nycplpc). Members of the public should observe the meeting on the YouTube channel and may testify on particular matters by joining the meeting using either the Zoom app or by calling in from any phone. Specific instructions on how to observe and testify, including the meeting ID and password, and the call-in number, will be posted on the agency's website, under the "Hearings" tab <https://www1.nyc.gov/site/lpc/hearings/hearings.page>, on the Monday before the public hearing. Any person requiring language assistance services or other reasonable accommodation in order to participate in the hearing or attend the meeting should contact the LPC by contacting Rich Stein, Community and Intergovernmental Affairs Coordinator, at [richstein@lpc.nyc.gov](mailto:richstein@lpc.nyc.gov), or (646) 248-0220 at least five (5) business days before the hearing or

meeting. **Please note: Due to the City's response to COVID-19, this public hearing and meeting is subject to change and/or cancellation.**

**155-02 108th Avenue (aka 155-02 - 156-00 108th Avenue; 108-01 - 108-03 155th Street) - Public School 48 (now P75Q at P.S. 48, The Robert E. Peary School) LP-2646** - Queens - Block 10144 - Lot 42  
**ITEM TO BE HEARD**

Art Deco style school building, designed by Walter C. Martin first proposed in 1931 and constructed 1932-1936.

jy22-a4

## BOARD OF STANDARDS AND APPEALS

### ■ PUBLIC HEARINGS

**August 24, 2020 and August 25, 2020, 10:00 A.M. and 2:00 P.M.**

**NOTICE IS HEREBY GIVEN** of teleconference public hearings, Monday, August 24, 2020, at 10:00 A.M. and 2:00 P.M., and Tuesday August 25, 2020, at 10:00 A.M. and 2:00 P.M., to be streamed live through the Board's website ([www.nyc.gov/bsa](http://www.nyc.gov/bsa)), with remote public participation, on the following matters:

### SPECIAL ORDER CALENDAR

#### 193-13-BZ

APPLICANT – Eric Palatnik, P.C., for Centers FC Realty, LLC, owner. SUBJECT – Application February 21, 2020 – Extension of Time to Complete Construction of a previously approved Special Permit (§73-44) to permitting the reduction in the required number of accessory parking spaces for a Use Group ("UG") 6 office space which expired on January 22, 2020. C2-2/R6A and R5 zoning district. PREMISES AFFECTED – 4770 White Plains Road, Block 5114, Lot 14, Borough of Bronx.

COMMUNITY BOARD #12BX

### APPEALS CALENDAR

#### 2019-190-A

APPLICANT – Sheldon Lobel, P.C., for 40-17 28<sup>th</sup> Avenue LLC, owner. SUBJECT – Application July 15, 2019 – Appeal of a New York City Department of Buildings determination dated June 14, 2019, that parking garage with 150 parking spaces or less do not require reservoir spaces at this location and that ZR 36-521 does not require commissioner approval for parking garage layouts between 200 and 300 square feet per space if the applicant certifies and states on the Certificate of Occupancy that the garage will be fully attended. C2-2/R5 zoning district.

PREMISES AFFECTED – 40-17 28<sup>th</sup> Avenue a/k/a 25-92 41<sup>st</sup> Street, Block 684, Lot 1, Borough of Queens.

COMMUNITY BOARD #1Q

### ZONING CALENDAR

#### 2017-142-BZ

APPLICANT – Alexander Levkovich, Esq., for George Greene, owner; Iglesia Misioneras De Evangelizacion De Jovanes Cristianos, lessees. SUBJECT – Application May 5, 2017 – Variance (§72-21) to permit the construction of a House of Worship (Use Group 4A) (*Congregation Iglesia Misioneras De Evangelizacion De Jovanes Cristianos*) contrary to ZR §23-153 (Floor area), ZR §24-11 (Open Space and Lot Coverage), ZR §24-47 (Rear Yard). R6 (Special Ocean Parkway District).

PREMISES AFFECTED – 3000 Coney Island Avenue, Block 7264, Lot 58, Borough of Brooklyn.  
COMMUNITY BOARD #13BK

#### 2019-66-BZ

APPLICANT – Law Office of Jay Goldstein, for 7-15 Terrace View Avenue LLC, owner. SUBJECT – Application March 27, 2019 – Variance (§72-21) to permit the development of a seven (7) story building containing 59 rental apartments contrary to ZR §42-00. M1-1 zoning district. PREMISES AFFECTED – 15 Terrace View Avenue, Block 2215, Lot 173, Borough of Manhattan.  
COMMUNITY BOARD #8BX

#### 2019-201-BZ

APPLICANT – Sheldon Lobel, P.C., for Fair Only Real Estate Corp., owner; Les Fitness LLC DBA Willy B CrossFit, lessee. SUBJECT – Application August 2, 2019 – Special Permit (§73-36) to permit the legalization of the operation of a physical cultural establishment (*Willy B CrossFit*), located in the cellar of an existing two-story building contrary to ZR §31-10. C6-1G zoning district. PREMISES AFFECTED – 285 Grand Street, Block 306, Lot 22, Borough of Manhattan.  
COMMUNITY BOARD #3M

#### 2019-280-BZ

APPLICANT – Law Office of Jay Goldstein, PLLC  
SUBJECT – Application November 1, 2019 – Special Permit (§73-36) to

legalize the operation of a Physical Cultural Establishment (SLT), located on the second floor of an existing building contrary to ZR §32-10. C6-4M Ladies' Mile Historic District.  
 PREMISES AFFECTED – 137 Fifth Avenue, Block 00849, Lot 0002, Borough of Manhattan.  
**COMMUNITY BOARD #5M**

**2019-307-BZ**  
 APPLICANT – Sheldon Lobel, P.C., for Havermeier LLC, owner; Dimerock LLC d/b/a MetroRock Climbing Center, lessee.  
 SUBJECT – Application December 30, 2019 – Special Permit (§73-36) to permit the operation of a physical culture establishment (MetroROCK) to be located on portions of the cellar and first floors of proposed 23-story mixed-use building contrary to ZR §32-10. C4-3 zoning district, located on the same zoning lot with the NYC Designated Landmark “The Dime Savings Bank of Williamsburg.  
 PREMISES AFFECTED – 277 South 5<sup>th</sup> Street a/k/a 263-279 South 5<sup>th</sup> Street, Block 2447, Lot 35, Borough of Brooklyn.  
**COMMUNITY BOARD #1BK**

**2020-5-BZ**  
 APPLICANT – Akerman LLP  
 SUBJECT – Application January 13, 2020 – Special Permit (§73-36) to permit the operation of a physical cultural establishment (Orangetheory Fitness) to be located on portions of the first floor of an existing eight-story mixed commercial and residential building contrary to ZR §42-10. M1-4/R7A Special Long Island City Special Purpose District.  
 PREMISES AFFECTED – 21-10 44<sup>th</sup> Drive, Block 00078, Lot 7501, Borough of Queens.  
**COMMUNITY BOARD #2Q**

*Margery Perlmutter, Chair/Commissioner*  
 ◀ jy28-29

# PROPERTY DISPOSITION

## CITYWIDE ADMINISTRATIVE SERVICES

■ SALE

The City of New York in partnership with PropertyRoom.com posts vehicle and heavy machinery auctions online every week at: <https://www.propertyroom.com/s/nyc+fleet>  
 All auctions are open to the public and registration is free.

Vehicles can be viewed in person at:  
 Insurance Auto Auctions, North Yard  
 156 Peconic Avenue, Medford, NY 11763  
 Phone: (631) 294-2797

No previous arrangements or phone calls are needed to preview.  
 Hours are Monday and Tuesday from 10:00 A.M. – 2:00 P.M.

s4-f22

### OFFICE OF CITYWIDE PROCUREMENT

■ SALE

The Department of Citywide Administrative Services, Office of Citywide Procurement is currently selling surplus assets on the Internet. Visit <http://www.publicsurplus.com/sms/nycdcas.ny/browse/home>

To begin bidding, simply click on ‘Register’ on the home page.

There are no fees to register. Offerings may include but are not limited to: office supplies/equipment, furniture, building supplies, machine tools, HVAC/plumbing/electrical equipment, lab equipment, marine equipment, and more.

Public access to computer workstations and assistance with placing bids is available at the following locations:

- DCAS Central Storehouse, 66-26 Metropolitan Avenue, Middle Village, NY 11379
- DCAS, Office of Citywide Procurement, 1 Centre Street, 18th Floor, New York, NY 10007

j2-d31

## HOUSING PRESERVATION AND DEVELOPMENT

■ NOTICE

All Notices Regarding Housing Preservation and Development Dispositions of City-Owned Property appear in the Public Hearing Section.

j2-d31

## POLICE

■ NOTICE

### OWNERS ARE WANTED BY THE PROPERTY CLERK DIVISION OF THE NEW YORK CITY POLICE DEPARTMENT

The following list of properties is in the custody of the Property Clerk Division without claimants:  
 Motor vehicles, boats, bicycles, business machines, cameras, calculating machines, electrical and optical property, furniture, furs, handbags, hardware, jewelry, photographic equipment, radios, robes, sound systems, surgical and musical instruments, tools, wearing apparel, communications equipment, computers, and other miscellaneous articles.

Items are recovered, lost, abandoned property obtained from prisoners, emotionally disturbed, intoxicated and deceased persons; and property obtained from persons incapable of caring for themselves.

### INQUIRIES

Inquiries relating to such property should be made in the Borough concerned, at the following office of the Property Clerk.

### FOR MOTOR VEHICLES (All Boroughs):

- Springfield Gardens Auto Pound, 174-20 North Boundary Road, Queens, NY 11430, (718) 553-9555
- Erie Basin Auto Pound, 700 Columbia Street, Brooklyn, NY 11231, (718) 246-2030

### FOR ALL OTHER PROPERTY

- Manhattan - 1 Police Plaza, New York, NY 10038, (646) 610-5906
- Brooklyn - 84th Precinct, 301 Gold Street, Brooklyn, NY 11201, (718) 875-6675
- Bronx Property Clerk - 215 East 161 Street, Bronx, NY 10451, (718) 590-2806
- Queens Property Clerk - 47-07 Pearson Place, Long Island City, NY 11101, (718) 433-2678
- Staten Island Property Clerk - 1 Edgewater Plaza, Staten Island, NY 10301, (718) 876-8484

j2-d31

# PROCUREMENT

*“Compete To Win” More Contracts!*

*Thanks to a new City initiative - “Compete To Win” - the NYC Department of Small Business Services offers a new set of FREE services to help create more opportunities for minority and Women-Owned Businesses to compete, connect and grow their business with the City. With NYC Construction Loan, Technical Assistance, NYC Construction Mentorship, Bond Readiness, and NYC Teaming services, the City will be able to help even more small businesses than before.*

- Win More Contracts, at [nyc.gov/competetowin](http://nyc.gov/competetowin)

*“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. The contracting opportunities for construction/construction services and construction-related*

services that appear in the individual agency listings below reflect that commitment to excellence.”

### HHS ACCELERATOR

To respond to human services Requests for Proposals (RFPs), in accordance with Section 3-16 of the Procurement Policy Board Rules of the City of New York (“PPB Rules”), vendors must first complete and submit an electronic prequalification application using the City’s Health and Human Services (HHS) Accelerator System. The HHS Accelerator System is a web-based system maintained by the City of New York for use by its human services Agencies to manage procurement. The process removes redundancy by capturing information about boards, filings, policies, and general service experience centrally. As a result, specific proposals for funding are more focused on program design, scope, and budget.

Important information about the new method

- Prequalification applications are required every three years.
- Documents related to annual corporate filings must be submitted on an annual basis to remain eligible to compete.
- Prequalification applications will be reviewed to validate compliance with corporate filings, organizational capacity, and relevant service experience.
- Approved organizations will be eligible to compete and would submit electronic proposals through the system.

The Client and Community Service Catalog, which lists all Prequalification service categories and the NYC Procurement Roadmap, which lists all RFPs to be managed by HHS Accelerator may be viewed, at <http://www.nyc.gov/html/hhsaccelerator/html/roadmap/roadmap.shtml>. All current and prospective vendors should frequently review information listed on roadmap to take full advantage of upcoming opportunities for funding.

### Participating NYC Agencies

HHS Accelerator, led by the Office of the Mayor, is governed by an Executive Steering Committee of Agency Heads who represent the following NYC Agencies:

Administration for Children’s Services (ACS)  
 Department for the Aging (DFTA)  
 Department of Consumer Affairs (DCA)  
 Department of Corrections (DOC)  
 Department of Health and Mental Hygiene (DOHMH)  
 Department of Homeless Services (DHS)  
 Department of Probation (DOP)  
 Department of Small Business Services (SBS)  
 Department of Youth and Community Development (DYCD)  
 Housing and Preservation Department (HPD)  
 Human Resources Administration (HRA)  
 Office of the Criminal Justice Coordinator (CJC)

To sign up for training on the new system, and for additional information about HHS Accelerator, including background materials, user guides and video tutorials, please visit [www.nyc.gov/hhsaccelerator](http://www.nyc.gov/hhsaccelerator)

### AGING

#### ■ AWARD

*Human Services/Client Services*

**SENIOR SERVICES** - Renewal - PIN# 1251710002003R00 - AMT: \$415,679.00 - TO: Regional Aid for Interim Needs Inc., 811 Morris Park Avenue, Bronx, NY 10462.

The Department for the Aging has executed a 1 year renewal from 7/1/20 to 6/30/21, with Regional Aid for Interim Needs Inc., to continue providing senior services for the elderly in New York City, with the Option to Renew from 7/1/21 through 6/30/23. RENEWAL

☛ jy28

**SENIOR SERVICES** - Renewal - PIN# 1251710002001R001 - AMT: \$577,445.00 - TO: Hanac Inc., 2740 Hoyt Avenue South, 2nd Floor, Astoria, NY 11102.

The Department for the Aging has executed a 1 year renewal from 7/1/20 to 6/30/21, with Regional Aid for Interim Needs, to continue providing senior services for the elderly in New York City, with the Option to Renew from 7/1/21 through 6/30/23. RENEWAL

☛ jy28

### CHIEF MEDICAL EXAMINER

#### PROCUREMENT

##### ■ AWARD

*Services (other than human services)*

**TELE-CONFERENCE SERVICES** - Emergency Purchase - PIN# 81620E0047001 - AMT: \$150,000.00 - TO: Meetingone.com Corp., 501 Cherry Street, Denver, CO 80246.

Tele-Conference Services consisting of dedicated toll-free numbers assigned to various conference rooms, at multiple locations.

☛ jy24-30

### CITYWIDE ADMINISTRATIVE SERVICES

#### OFFICE OF CITYWIDE PROCUREMENT

##### ■ AWARD

*Goods*

**LABORATORY TESTING - BQA ASSORTED PRODUCTS CLASSES** - Renewal - PIN# 8571600136 - AMT: \$436,620.00 - TO: Intertek USA Inc., 1000 Port Carteret Drive, Suite C, Carteret, NJ 07008

☛ jy28

### DESIGN AND CONSTRUCTION

#### ■ AWARD

*Goods*

**COMMVault SOFTWARE PREMIUM SUPPORT AND RENEWAL** - Innovative Procurement - Other - PIN# PR373820211401039 - AMT: \$61,011.25 - TO: Abrahams Consulting LLC, PO Box 10266, Staten Island, NY 10301.

In accordance with Section 311 of the New York City Charter and Section 3-12 of the Procurement Policy Board Rules of March 5th, 2018, Innovative Procurement Method.

☛ jy28

### ECONOMIC DEVELOPMENT CORPORATION

#### CONTRACTS

##### ■ SOLICITATION

*Goods and Services*

**CONSTRUCTION CONTRACTOR SERVICES, NYC HEALTH + HOSPITALS FEMA PROGRAM** - Request for Qualifications - PIN# 61620002 - Due 8-27-20 at 11:55 PM.

New York City Economic Development Corporation (“NYCEDC”), on behalf of the projects’ construction manager (“CM”), is seeking qualified firms for the construction of the Major Work project at Coney Island Hospital, 2601 Ocean Parkway, Brooklyn, NY 11235. NYCEDC is seeking qualifications for the following types of construction contractors: • Warehousing (including but not limited to Handling, Storage, Shipping, Relocation, and Installation) vendors. The purpose of this RFQ advertisement is specifically to request additional qualified firms for the following bid packages of the project: • Warehousing of Owner furnished Medical Equipment/Materials as well as Furniture and IT/AV as needed. Those interested in these packages along with the other trades listed above are required to respond to the RFQ as per the schedule noted below. Respondents who do not submit within the outlined timeframe may not be included in the initial packages. If a firm has already submitted qualifications in response to a prior RFQ advertisement and been prequalified, the firm should not resubmit its qualifications; any firms successfully pre-qualified will remain pre-qualified for all subsequent projects released under the CIH Major Work Project, assuming the firm’s compliance with all contract requirements. Similarly, any firms successfully pre-qualified under this RFQ will remain pre-qualified for all subsequent projects released under the CIH Major Work project, assuming contract compliance is maintained. NYCEDC, plans to prequalify firms on the basis of factors stated in the RFQ which include, but are not limited to: the firm’s demonstrated experience and expertise in the particular trade for which the firm is submitting its qualifications; the firm’s record

regarding accidents and lost work days on construction projects; and the firm's resources available for the Projects. The Services described above will require extensive coordination and collaboration among the Construction Management firm (the "CM") hired by NYCEDC, the other construction trades working within the Project Site and the Project Team. It is the policy of NYCEDC to comply with all Federal, State and City Laws and regulations which prohibit unlawful discrimination because of race, creed, color, national origin, sex, age, disability, marital status and other protected category and to take affirmative action in working with contracting parties to ensure certified Minority and Women-owned Business Enterprises (M/WBEs) share in the economic opportunities generated by NYCEDC's projects and initiatives. The H+H Coney Island Hospital Major Work has a Minority and Women Owned Business Enterprises ("M/WBE") participation goal of 35%. Companies who have been certified with the Empire State Development's Division of Minority and Women's Owned Business Development as M/WBE are strongly encouraged to apply to this RFQ. To learn more about M/WBE certification and NYCEDC's M/WBE program, please visit <http://www.nycedc.com/opportunitymwdbe>. Respondents may submit questions and/or request clarifications regarding the RFQ in writing to NYCEDC on an ongoing basis. Questions should be directed to [CIHRFQ@edc.nyc](mailto:CIHRFQ@edc.nyc). If NYCEDC determines that answers will provide material clarification to the RFQ, questions will be answered within two (2) weeks of receipt and NYCEDC shall post such answers on the RFQ website available through [www.nycedc.com/RFP](http://www.nycedc.com/RFP), so as to be available to all respondents. Note that the CM will separately manage the Question and Answer process for each bid package. Firms responding to multiple trades may submit one comprehensive SOQ for all trades. Respondents shall submit one (1) PDF copy of SOQs and attachments via electronic upload pursuant to the instructions set forth on the project procurement website at: <https://edc.nyc/nycedc-nyc-health-and-hospitals-fema-coney-island-hospital-major-work-provisions-construction>.

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.

Economic Development Corporation, One Liberty Plaza, 14th Floor Mailroom, New York, NY 10006. John Gawarecki-Maxwell (212) 312-3578; [CIHRFQ@edc.nyc](mailto:CIHRFQ@edc.nyc); [RFPrequest@edc.nyc](mailto:RFPrequest@edc.nyc)

✉ jy28

### FINANCIAL INFORMATION SERVICES AGENCY

■ AWARD

*Services (other than human services)*

**INFORMATION TECHNOLOGY AND OTHER CONSULTANT SERVICES** - Renewal - PIN# 127FY2000053 (D) - AMT: \$800,000.00 - TO: Artech Information Systems LLC, 360 Mount Kemble Avenue, Suite 2000, Morristown, NJ 07960.

The term of the renewal is from July 1, 2020 to June 30, 2023.  
\*For Informational Purpose Only\*.

✉ jy28

### PROCUREMENT SERVICES

■ AWARD

*Services (other than human services)*

**INFORMATION TECHNOLOGY AND OTHER CONSULTANT SERVICES** - Renewal - PIN# 127FY2000053 (S) - AMT: \$600,000.00 - TO: NTT Data Inc., 100 City Square, Boston, MA 02129.

The term of the renewal is from July 1, 2020 to June 30, 2023.  
\*For Informational Purpose Only\*.

✉ jy28

**INFORMATION TECHNOLOGY AND OTHER CONSULTANT SERVICES** - Renewal - PIN# 127FY2000053 (E) - AMT: \$400,000.00 - TO: Axelon Services Corporation, 44 Wall Street, 18th Floor, New York, NY 10005.

The term of the renewal is from July 1, 2020 to June 30, 2023.  
\*For Informational Purpose Only\*.

✉ jy28

**INFORMATION TECHNOLOGY AND OTHER CONSULTANT SERVICES** - Renewal - PIN# 127FY2000053 (N) - AMT: \$1,000,000.00 - TO: IIT, Incorporated, 6 Cornish Court, Suite 101, Huntington Station, NY 11746.

The term of the renewal is from July 1, 2020 to June 30, 2023.  
\*For Informational Purpose Only\*.

✉ jy28

### HEALTH AND MENTAL HYGIENE

#### AGENCY CHIEF CONTRACTING OFFICER

■ INTENT TO AWARD

*Services (other than human services)*

#### PROVIDE A MASTER'S IN PUBLIC HEALTH TO RESIDENTS OF THE PREVENTIVE MEDICINE RESIDENCY PROGRAM

- Sel. Method: Negotiated Acquisition - Special Case Reason: Other (Describe below in Other Legally Mandated Information) - PIN# 21PT009500ROX00 - The New York City Department of Health and Mental Hygiene ("DOHMH") intends to enter into Negotiated Acquisitions (limited-pool) with the below list of nine (9) Schools of Public Health/Public Health Programs located within or near the five boroughs of New York City, that are accredited by the Council on Education for Public Health (CEPH). DOHMH has determined that the selected schools are qualified to offer an MPH degree and meet the Public Health Training Preventive Medicine Residency Program (The Residency Program) requirements, which will involve offering an advanced education in Public Health. This program provides the opportunity for Residents in DOHMH's Public Health/Preventive Medicine Residency Program to earn the Master of Public Health (MPH) degree or attend the School as a Resident enrolled in a non-degree granting program. 1. Adelphi University 2. Long Island University (Brooklyn Campus) 3. Hofstra University 4. Mount Sinai School of Medicine 5. New York Medical College 6. New York University 7. Research Foundation of SUNY 8. Research Foundation of CUNY 9. Trustees of Columbia It is anticipated that duration of these Negotiated Acquisition agreements will be six years. Potential Schools of Public Health (located within or near the five boroughs of New York City, that are accredited by the Council on Education for Public Health) that feel they are also qualified to provide these services, are welcome to submit an Expressions of Interest via email to [swillia9@health.nyc.gov](mailto:swillia9@health.nyc.gov) no later than 8/13/20 by 12pm. Pursuant to § 3-04(b)(2) of the PPB Rules, the ACCO has determined that it is not practicable or advantageous to the City to use Competitive Sealed Bidding; It is in the best interest of the City to utilize the negotiated acquisition method of source selection as DOHMH determined that there is a limited pool of 9 vendors who can provide the required services.

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.

Health and Mental Hygiene, 42-09 28th Street, LIC, NY 11101. Shamecka Williams ((34) 7) -396- x6656; [swillia9@health.nyc.gov](mailto:swillia9@health.nyc.gov)

jy24-30

### HOUSING AUTHORITY

#### OFFICE OF THE CORPORATE SECRETARY

■ SOLICITATION

*Services (other than human services)*

#### SMD\_INDEFINITE DELIVERY INDEFINITE QUANTITY (IDIQ) CONTRACT FOR ANALYSIS OF LEAD IN DUST WIPE SAMPLES - LOCATED IN ALL FIVE (5) BOROUGHES OF NEW YORK CITY - Competitive Sealed Bids - Due: 7-30-20 10:00 A.M.

PIN# 86813-3  
PIN# 86814-3  
PIN# 86815-3

The Contractor shall provide analytical services, to determine the lead content in dust wipe samples for the New York City Housing Authority (NYCHA). All results should be sent to the following email address: [dustwipe@nycha.nyc.gov](mailto:dustwipe@nycha.nyc.gov). For dust wipe samples, the Contractor shall prepare and analyze the samples using the United States Environmental Protection Agency's SW846:3050B:7000B methods, utilizing Flame Atomic Absorption (FAA) spectrometry, in accordance with New York City, New York State and Federal Laws, rules and regulations.

Interested vendors are invited to obtain a copy of the opportunity at NYCHA's website by going to the <http://www.nyc.gov/nychabusiness>. On the left side, click on "iSupplier Vendor Registration/Login" link. (1) If you have an iSupplier account, then click on the "Login for registered vendors" link and sign into your iSupplier account. (2) If you do not have an iSupplier account you can Request an account by clicking on "New suppliers register in iSupplier" to apply for log-in credentials. Once you have accessed your iSupplier account, log into your account, then choose under the Oracle Financials home page, the menu option "Sourcing Supplier", then choose "Sourcing", then choose "Sourcing Homepage"; and conduct a search in the "Search Open Negotiations"

box for the RFQ Number(s) 86813-3, 86814-3, 86815-3.

Note: In response to the COVID-19 outbreak, we are accepting only electronic bids submitted online via iSupplier. Paper bids will not be accepted or considered. Please contact NYCHA Procurement, at [procurement@nycha.nyc.gov](mailto:procurement@nycha.nyc.gov) for assistance.

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.

Housing Authority, 90 Church Street, 6th Floor, New York, NY 10007.  
Mimose Julien (212) 306-8141; [mimose.julien@nycha.nyc.gov](mailto:mimose.julien@nycha.nyc.gov)

jy10-30

**HUMAN RESOURCES ADMINISTRATION**

■ AWARD

*Human Services/Client Services*

**SUPPORTIVE HOUSING FOR SINGLE ROOM OCCUPANCY (SRO) FOR HOMELESS SINGLE ADULTS: TRUXTON, 21 TRUXTON STREET, BROOKLYN, NY 11233** - Required Method (including Preferred Source) - PIN# 09620R0003014 - AMT: \$587,520.00 - TO: Services for The Underserved Inc., 463 7th Avenue, New York, NY 10018. Term: 7/1/2020 - 6/30/2026

• jy28

**PARKS AND RECREATION**

■ VENDOR LIST

*Construction Related Services*

**PREQUALIFIED VENDOR LIST: GENERAL CONSTRUCTION, NON-COMPLEX GENERAL CONSTRUCTION SITE WORK ASSOCIATED WITH NEW YORK CITY DEPARTMENT OF PARKS AND RECREATION ("DPR" AND/OR "PARKS") PARKS AND PLAYGROUNDS CONSTRUCTION AND RECONSTRUCTION PROJECTS.**

NYC DPR is seeking to evaluate and pre-qualify a list of general contractors (a "PQL") exclusively to conduct non-complex general construction site work involving the construction and reconstruction of NYC DPR parks and playgrounds projects not exceeding \$3 million per contract ("General Construction").

By establishing contractor's qualification and experience in advance, NYC DPR will have a pool of competent contractors from which it can draw to promptly and effectively reconstruct and construct its parks, playgrounds, beaches, gardens and green-streets. NYC DPR will select contractors from the General Construction PQL for non-complex general construction site work of up to \$3,000,000.00 per contract, through the use of a Competitive Sealed Bid solicited from the PQL generated from this RFQ.

The vendors selected for inclusion in the General Construction PQL, will be invited to participate in the NYC Construction Mentorship. NYC Construction Mentorship focuses on increasing the use of small NYC contracts, and winning larger contracts with larger values. Firms participating in NYC Construction Mentorship will have the opportunity to take management classes and receive on-the-job training provided by a construction management firm.

NYC DPR will only consider applications for this General Construction PQL from contractors who meet any one of the following criteria:

- 1) The submitting entity must be a Certified Minority/Woman Business enterprise (M/WBE)\*;
- 2) The submitting entity must be a registered joint venture or have a valid legal agreement as a joint venture, with at least one of the entities in the joint venture being a certified M/WBE\*;
- 3) The submitting entity must indicate a commitment to sub-contract no less than 50 percent of any awarded job to a certified M/WBE for every work order awarded.

\* Firms that are in the process of becoming a New York City-Certified M/WBE, may submit a PQL application and submit a M/WBE Acknowledgement Letter, which states the Department of Small Business Services has begun the Certification process.

Application documents may also be obtained online at: <http://a856-internet.nyc.gov/nycvendoronline/home.asap.>; or <http://www.nycgovparks.org/opportunities/business>.

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.  
*Parks and Recreation, Olmsted Center Annex, Flushing Meadows - Corona Park, Flushing, NY 11368. Alicia H. Williams (718) 760-6925; Fax: (718) 760-6885; [dmwbe.capital@parks.nyc.gov](mailto:dmwbe.capital@parks.nyc.gov)*

j2-d31

**AGENCY RULES**

**RENT GUIDELINES BOARD**

■ NOTICE

**2020 Apartment & Loft Order #52**

**June 17, 2020**

**Order Number 52 - Apartments and Lofts**, rent levels for leases commencing **October 1, 2020** through **September 30, 2021**.

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE NEW YORK CITY RENT GUIDELINES BOARD BY THE RENT STABILIZATION LAW OF 1969, as amended, and the Emergency Tenant Protection Act of 1974, as amended and implemented by Resolution No. 276 of 1974 of the New York City Council, and in accordance with the requirements of Section 1043 of the New York City Charter, that the Rent Guidelines Board (RGB) hereby **adopts** the following levels of fair rent increases over lawful rents charged and paid on **September 30, 2020**. These rent adjustments will apply to rent stabilized apartments with leases commencing on or after **October 1, 2020** and through **September 30, 2021**. Rent guidelines for loft units subject to Section 286 subdivision 7 of the Multiple Dwelling Law are also included in this order.

ADJUSTMENT FOR LEASES (APARTMENTS)

Together with such further adjustments as may be authorized by law, the annual adjustment for leases for apartments shall be:

- For a **one-year** lease commencing on or after **October 1, 2020** and on or before **September 30, 2021**: **0%**
- For a **two-year** lease commencing on or after **October 1, 2020** and on or before **September 30, 2021**: **0%** for the first year of the lease and **1%** for the second year of the lease.

These adjustments shall also apply to dwelling units in a structure subject to the partial tax exemption program under Section 421a of the Real Property Tax Law, or in a structure subject to Section 423 of the Real Property Tax Law as a Redevelopment Project.

ADJUSTMENTS FOR LOFTS (UNITS IN THE CATEGORY OF BUILDINGS COVERED BY ARTICLE 7-C OF THE MULTIPLE DWELLING LAW)

The Rent Guidelines Board **adopts** the following levels of rent increase above the "base rent," as defined in Section 286, subdivision 4, of the Multiple Dwelling Law, for units to which these guidelines are applicable in accordance with Article 7-C of the Multiple Dwelling Law:

- For **one-year** increase periods commencing on or after **October 1, 2020** and on or before **September 30, 2021**: **0%**
- For **two-year** increase periods commencing on or after **October 1, 2020** and on or before **September 30, 2021**: **0%** for the first year and **1%** for the second year.

FRACTIONAL TERMS

For the purposes of these guidelines any lease or tenancy for a period up to and including one year shall be deemed a one-year lease or tenancy, and any lease or tenancy for a period of over one year and up to and including two years shall be deemed a two-year lease or tenancy.

ESCALATOR CLAUSES

Where a lease for a dwelling unit in effect on May 31, 1968 or where a lease in effect on June 30, 1974 for a dwelling unit which became subject to the Rent Stabilization Law of 1969, by virtue of the Emergency Tenant Protection Act of 1974 and Resolution Number

276 of the New York City Council, contained an escalator clause for the increased costs of operation and such clause is still in effect, the lawful rent on **September 30, 2020** over which the fair rent under this Order is computed shall include the increased rental, if any, due under such clause except those charges which accrued within one year of the commencement of the renewal lease. Moreover, where a lease contained an escalator clause that the owner may validly renew under the Code, unless the owner elects or has elected in writing to delete such clause, effective no later than **October 1, 2020** from the existing lease and all subsequent leases for such dwelling unit, the increased rental, if any, due under such escalator clause shall be offset against the amount of increase authorized under this Order.

#### SPECIAL ADJUSTMENTS UNDER PRIOR ORDERS

All rent adjustments lawfully implemented and maintained under previous apartment orders and included in the base rent in effect on **September 30, 2020** shall continue to be included in the base rent for the purpose of computing subsequent rents adjusted pursuant to this Order.

#### SPECIAL GUIDELINE

Under Section 26-513(b)(1) of the New York City Administrative Code, and Section 9(e) of the Emergency Tenant Protection Act of 1974, the Rent Guidelines Board is obligated to promulgate special guidelines to aid the State Division of Housing and Community Renewal in its determination of initial legal regulated rents for housing accommodations previously subject to the City Rent and Rehabilitation Law which are the subject of a tenant application for adjustment. The Rent Guidelines Board hereby **adopts** the following Special Guidelines:

For dwelling units subject to the Rent and Rehabilitation Law on **September 30, 2020**, which become vacant after **September 30, 2020**, the special guideline shall be **39%** above the maximum base rent.

#### DECONTROLLED UNITS

The permissible increase for decontrolled units as referenced in Order 3a, which become decontrolled after **September 30, 2020**, shall be **39%** above the maximum base rent.

#### CREDITS

Rentals charged and paid in excess of the levels of rent increase established by this Order shall be fully credited against the next month's rent.

#### STATEMENT OF BASIS AND PURPOSE

The Rent Guidelines Board is authorized to promulgate rent guidelines governing apartment units subject to the Rent Stabilization Law of 1969, as amended, and the Emergency Tenant Protection Act of 1974, as amended. The purpose of these guidelines is to implement the public policy set forth in Findings and Declaration of Emergency of the Rent Stabilization Law of 1969 (§26-501 of the N.Y.C. Administrative Code) and in the Legislative Finding contained in the Emergency Tenant Protection Act of 1974 (L.1974 c. 576, §4 [§2]).

The Rent Guidelines Board is also authorized to promulgate rent guidelines for loft units subject to Section 286 subdivision 7 of the Multiple Dwelling Law. The purpose of the loft guidelines is to implement the public policy set forth in the Legislative Findings of Article 7-C of the Multiple Dwelling Law (Section 280).

**Dated: June 17, 2020**

David Reiss, Chair  
New York City Rent Guidelines Board

### **EXPLANATORY STATEMENT - APARTMENT ORDER #52**

#### **Explanatory Statement and Findings of the Rent Guidelines Board In Relation to 2020-21 Lease Increase Allowances for Apartments and Lofts under the Jurisdiction of the Rent Stabilization Law<sup>1</sup>**

#### **Summary of Order No. 52**

The Rent Guidelines Board (RGB) by Order No. 52 has set the following maximum rent increases for leases effective on or after October 1, 2020 and on or before September 30, 2021 for apartments under its jurisdiction:

For a one-year lease commencing on or after October 1, 2020 and on or before September 30, 2021: **0.0%**

For a two-year lease commencing on or after October 1, 2020 and on or before September 30, 2021: **0.0%** for the first year of the lease and **1.0%** for the second year of the lease.

<sup>1</sup> This Explanatory Statement explains the actions taken by the Board members on individual points and reflects the general views of those voting in the majority. It is not meant to summarize all the viewpoints expressed.

#### **Adjustments for Lofts**

For Loft units to which these guidelines are applicable in accordance with Article 7-C of the Multiple Dwelling Law, the Board established the following maximum rent increases for increase periods commencing on or after October 1, 2020 and on or before September 30, 2021.

One-year: **0.0%**  
Two-year: **0.0%** for the first year and **1.0%** for the second year

These guidelines apply to all leases and increase periods. Therefore, consistent with guidance from New York State Homes and Community Renewal (HCR), the guidelines apply to vacant apartment and loft units that become occupied during the term of the Order, as well as to renewal leases or periods. No more than one guideline adjustment may be added during the guideline year governed by Order No. 52.

The guidelines do not apply to hotel, rooming house, and single room occupancy units that are covered by separate Hotel Orders.

#### **Special Guideline**

Leases for units subject to rent control on September 30, 2020 that subsequently become vacant and then enter the stabilization system are not subject to the above adjustments. Such newly stabilized rents are subject to review by HCR. In order to aid HCR in this review, the Rent Guidelines Board has set a special guideline of **39%** above the maximum base rent.

All rent adjustments lawfully implemented and maintained under previous apartment Orders and included in the base rent in effect on September 30, 2020 shall continue to be included in the base rent for the purpose of computing subsequent rents adjusted pursuant to this Order.

#### **Background of Order No. 52**

The Rent Guidelines Board is mandated by the Rent Stabilization Law of 1969 (Section 26-510(b) of the NYC Administrative Code) to establish annual guidelines for rent adjustments for housing accommodations subject to that law and to the Emergency Tenant Protection Act of 1974. In order to establish guidelines, the Board must consider, among other things:

1. the economic condition of the residential real estate industry in the affected area including such factors as the prevailing and projected (i) real estate taxes and sewer and water rates, (ii) gross operating and maintenance costs (including insurance rates, governmental fees, cost of fuel and labor costs), (iii) costs and availability of financing (including effective rates of interest), (iv) overall supply of housing accommodations and overall vacancy rates;
2. relevant data from the current and projected cost of living indices for the affected area;
3. such other data as may be made available to it.

The Board gathered information on the above topics by means of public meetings and hearings, written submissions by the public, and written reports and memoranda prepared by the Board's staff. The Board calculates rent increase allowances on the basis of cost increases experienced in the past year, its forecasts of cost increases over the next year, its determination of the relevant operating and maintenance cost-to-rent ratio, and other relevant information concerning the state of the residential real estate industry.

#### **Material Considered by the Board**

Due to the COVID-19 health crisis, the Board held virtual public meetings and hearings.<sup>2</sup> Order No. 52 was issued following **six** virtual public meetings, **two** virtual public hearings, its review of written, oral and video submissions provided by the public, and a review of research and memoranda prepared by the Board's staff. Approximately **210** written, oral and video submissions were received by the Board from many individuals and organizations including public officials, tenants and tenant groups, and owners and owner groups. The Board members were provided with copies of public comments received by the **June 11, 2020** deadline. All of the above listed documents were available for public inspection.

Open meetings of the Board were held virtually following public notice on April 23, April 30, May 5 and May 27, 2020. On **May 7, 2020**, the Board adopted proposed rent guidelines for apartments, lofts, and hotels.

<sup>2</sup> On March 12, 2020, Governor Cuomo issued Executive Order Number 202.1, in part suspending "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding and that such meetings are recorded and later transcribed."



Public hearings were held virtually on **June 10 and June 11, 2020** pursuant to Section 1043 of the New York City Charter and Section 26-510(h) of the New York City Administrative Code. Testimony on the proposed rent adjustments for rent-stabilized apartments and lofts was heard on June 10 from **4:00 p.m. to 7:57 p.m.** and June 11 from **6:00 p.m. to 9:48 p.m.** Testimony from members of the public speaking at these hearings was added to the public record. The Board heard testimony from **approximately 65** apartment tenants and tenant representatives, **35** apartment owners and owner representatives, and **11** public officials. In addition, **1** speaker read into the record written testimony from a public official. On **June 17, 2020** the guidelines set forth in Order No. 52 were adopted.

A written transcription and/or audio recording and/or video recording was made of all proceedings.

**Presentations by RGB Staff and Housing Experts Invited by Members of the Board**

Each year the staff of the New York City Rent Guidelines Board is asked to prepare numerous reports containing various facts and figures relating to conditions within the residential real estate industry. The Board's analysis is supplemented by testimony from industry and tenant representatives, housing experts and by various articles and reports gathered from professional publications.

Listed below are invited speakers and the dates of the public meetings at which their testimony was presented:

Meeting Date / Name Affiliation

- April 23, 2020:** Staff presentations  
*2020 Income and Expense Study*  
*2020 Price Index of Operating Costs*
- April 30, 2020:** Staff presentations  
*2020 Income and Affordability Study*  
*Supplement to the 2020 Income and Affordability Study*  
*2020 Mortgage Survey Report*

**May 5, 2020:**

- Owner group testimony:
  1. Vito Signorile Rent Stabilization Association (RSA)
  2. Paimaan Lodhi Real Estate Board of New York (REBNY)
  3. Joseph Condon Community Housing Improvement Program (CHIP)
  4. Jimmy Silber Small Property Owners of New York (SPONY)
- Tenant group testimony:
  1. Oksana Mironova Community Service Society (CSS)
  2. Tim Collins Collins, Dobkins and Miller LLP
  3. Barika Williams Association for Neighborhood and Housing Development (ANHD)
  4. Brian Sullivan Mobilization for Justice, Inc.
  5. Larry Wood Goddard Riverside Law Project
  6. Amadi Ozier Tenant
  7. Rita Marmor Tenant
  8. Kim Statuto Tenant, CASA Leaders Team

**May 27, 2020:**

- Staff presentations  
*2020 Housing Supply Report*  
*Changes to the Rent Stabilized Housing Stock in New York City in 2019*
- NYC Department of Housing Preservation and Development  
  1. Lucy Joffe Assistant Commissioner, Housing Policy

**Selected Excerpts from Oral and Written Testimony from Tenants and Tenant Groups<sup>3</sup>**

Comments from tenants and tenant groups included:

“RGB’s rent freezes have eased housing hardships for rent regulated tenants in the past and can do so again during what will be an extremely trying, and long, pandemic recovery period. We call on the RGB to freeze tenants’ rents for both one- and two-year leases, to help mitigate the

3 Sources: Submissions by tenant groups and testimony by tenants.

immediate impacts of the pandemic and provide some sense of long-term stability during an incredibly turbulent and uncertain time.”

“If apartments become unaffordable because operating costs are truly driving prices up, rent increases may be a necessary evil to sustain the housing stock and to ensure a fair return for owners. But if apartments are becoming unaffordable because unwarranted rent increases are simply transferring wealth from the City’s tenants to its owners – resulting in excessive profits for owners – then it is indefensible. With this year’s receipt of the income and expense data from the 2018 tax filings the record is now clear: The RGB has continued to overcompensate the City’s landlords while ignoring continuing hardships faced by tenants. For all of the foregoing reasons, this Board must act without hesitation to provide relief where prior guidelines have inflicted so much unnecessary harm. Future economic conditions suggest that harm will only be amplified in the coming year.”

“We’re in the middle of a worldwide pandemic with depression-level unemployment and economic contraction. We should be reducing rent or waiving it entirely. It’s absurd to even consider raising rents.”

“The RGB should vote a rent freeze for both one-year and two-year leases. Hundreds of thousands of tenants have lost their jobs due to the COVID-19 pandemic and many thousands do not qualify for stimulus checks or unemployment insurance benefits because of their immigration status. It is so hard for tenants to pay their current rents. They should not have to bear the additional burden of having to pay more at this time. A rent increase will make many, many thousands of tenants have to choose between paying for rent and paying for food, medicine and other essentials.”

“If there ever were a time to support struggling individuals and families, especially those with a limited safety net, the time is now. I understand that landlords, too, may be struggling, but they have access to many more resources than tenants--there are no small business loans (ultimately forgivable) that allow tenants to pay their rent. A rent rollback is just the kind of city-based support that our neighbors need. Please, I beseech you to do the just thing in making life easier for a large portion of our community--NYC renters--by rolling back rents for NYers in need. This is the time for you to stand with our most vulnerable families and stand together as New Yorkers have done throughout this pandemic to support each other in a time of great crisis.”

**Selected Excerpts from Oral and Written Testimony from Owners and Owner Groups<sup>4</sup>**

Comments from owners and owner groups included:

“The 2020 Rent Guidelines Board PIOC study found that increases between 2.5% - 3.5% for 1-year leases and 3.3% - 6.75% for 2-year leases are required to maintain owners’ current dollar NOI. REBNY recommends a minimum of a 2.4% increase for 1-year leases, commensurate with the weighted increase of expenses dedicated to property taxes.”

“This board’s data acknowledges that property owners need rent increases: a 3% increase for a one-year lease and a 6% increase for a two-year lease are necessary for rents to keep up with rising operating costs. To freeze rents under these circumstances would be a conscious decision to ignore the data, punish property owners, and make a political statement. That is not this board’s mandate.”

“We urge the RGB to adopt a range that reflects the commensurate rent increases that RGB research suggests as necessary increases: 2.5% to 4.5% for a one-year lease and 3.5% to 5.5% for a two-year lease. Furthermore, pursuant to clarification issued by DHCR last fall with regard to the HSTPA of 2019, these renewal guidelines should also apply to vacancy and renewal leases. These guidelines would be a starting point for owners to recoup for recent inadequate guidelines, the draconian changes to the State’s rent laws, and reverse the recent trend in which the RGB’s own commensurate rent adjustments have been deliberately ignored over the last six years.”

“Just like the tenants, small property owners are individual small business owners that also need help to keep their buildings. Many insist that property owners should bear the significant brunt of the pandemic’s economic downside. Small property owners are also hurting because we cannot collect the rent that pays for our ever-increasing building expenses. All property owners are still required to make current payments that are not excused by the passing of HSTPA or of the existence of the pandemic, such as payments to lenders, service providers, utility companies, real estate taxes with very high 18% interest rates if we don’t pay timely, increasing water and sewer charges to the city, escalating, expensive insurance premiums, normal maintenance and large major capital improvements for our century old buildings.”

“With so many New Yorkers walking a financial tightrope or even having no rope at all, I agree that tenant assistance is needed, and government bears the responsibility of creating an appropriate and equitable solution to the situation. However, the solution cannot one sided - forcing rents to be well below operating costs. I know my

4 Sources: Submissions by owner groups and testimony by owners

tenants personally and am always willing to work with them. However, it is beyond my ability to provide such reduced rent when many of the expenses related to the maintenance of desirable housing continue to rise including but not limited to: water/sewer bills, heating and electric bills, monthly extermination services, building & apartment repairs, boiler maintenance and property taxes.”

**Selected Excerpts from Oral and Written Testimony from Public Officials<sup>5</sup>**

Comments from public officials included:

“This year, I urge the RGB to freeze rents for all renewal leases, including one- and two-year leases. As the devastating impacts of this virus continue to ripple across the City, a rent increase would be unconscionable, and, for many New Yorkers, insurmountable. As the City continues to explore all avenues to help New Yorkers weather this storm, a freeze for rent regulated units would be an invaluable way to mitigate the shockwaves of this virus and help the City to survive and recover. Now more than ever, New Yorkers deserve the promise of stability provided by rent-regulated housing, and I look forward to the RGB’s determination.”

“Ordinarily, I would consider the rent freeze recommended by the RGB at its May 7 meeting to be a welcome development. The RGB has earned well-deserved praise for its historic vote to freeze one-year lease renewal increases for 2015 and 2016. But this year, I urge the Board to roll back rents by as much as 3 percent for one-year leases, and by 2 percent for two-year leases. I appreciate that a rollback is a dramatic move. But it may make the difference between tenants being able to pay their rent on time and the grim prospect of economic deprivation, eviction, or homelessness.”

“This year, I am calling on the Rent Guidelines Board to vote for a rent rollback or -2% for one-year leases and -1% for two-year leases. If the Board does not support a rent rollback, I urge you to at least vote for a rent freeze. While I understand that in your preliminary vote, you voted for a rent freeze for one-year leases, I urge you to consider voting for a rent rollback given the extended pain caused to tenants by the Covid-19 pandemic. If there’s one thing we can learn from this crisis, it’s that we are all in this together. We cannot continue with a mentality that every person must fend for themselves.”

“In many ways, our economy has not seen a crisis of this magnitude since the 1930s. New Yorkers are hurting due to an unprecedented, forced closure of business activity and its repercussions such as unemployment and heightened food insecurity. In the absence of a universal rent-forgiveness program from the State, the Rent Guidelines Board must step in and do what it can to provide relief to tenants, who do not have any real alternative financial recourse... Therefore, I ask that the Board freeze rent increases on the residential stock it oversees.”

“This year, I urge the RGB to freeze rents for all renewal leases, including one- and two-year leases. As the devastating impacts of this virus continue to ripple across the City, a rent increase would be unconscionable, and, for many New Yorkers, insurmountable. As the City continues to explore all avenues to help New Yorkers weather this storm, a freeze for rent regulated units would be an invaluable way to mitigate the shockwaves of this virus and help the City to survive and recover.”

**FINDINGS OF THE RENT GUIDELINES BOARD**

**Rent Guidelines Board Research**

The Rent Guidelines Board based its determination on its consideration of the oral and written testimony noted above, as well as upon its consideration of statistical information prepared by the RGB staff set forth in these findings and the following reports:

1. *2020 Income and Expense Study*, April 2020 (based on income and expense data provided by the Finance Department, the *Income and Expense Study* measures rents, operating costs and net operating income in rent stabilized buildings);
2. *2020 Mortgage Survey Report*, April 2020 (evaluates recent underwriting practices, financial availability and terms, and lending criteria);
3. *2020 Income and Affordability Study*, April 2020 (includes employment trends, housing court actions, changes in eligibility requirements and public benefit levels in New York City);
4. *2020 Price Index of Operating Costs*, April 2020 (measures the price change for a market basket of goods and services which are used in the operation and maintenance of stabilized buildings);
5. *2020 Housing Supply Report*, May 2020 (includes new housing construction measured by certificates of occupancy in new buildings and units authorized by new building permits, tax abatement and exemption programs, and cooperative and condominium conversion and construction activities in New

5 Sources: Submissions by public officials.

York City); and,

6. *Changes to the Rent Stabilized Housing Stock in NYC in 2019, May 2020* (quantifies all the events that lead to additions to and subtractions from the rent stabilized housing stock).

The six reports listed above may be found in their entirety on the RGB’s website, [nyc.gov/rgb](http://nyc.gov/rgb), and are also available at the RGB offices, One Centre St., Suite 2210, New York, NY 10007 upon request.

**2020 Price Index of Operating Costs for Rent Stabilized Apartment Units in New York City**

The 2020 Price Index of Operating Costs for rent stabilized apartments in New York City found a 3.7% increase in costs for the period between March 2019 and March 2020.

This year, the PIOC for all rent stabilized apartments increased by 3.7%. Increases occurred in all PIOC components, except Fuel. The largest proportional increase was seen in Insurance (16.5%), followed by Taxes (5.9%), Maintenance (4.8%) and Administrative Costs (3.5%). More moderate increases occurred in the Labor Costs (3.2%) and Utilities (1.6%) components, while Fuel was the only component to decline (12.3%). The growth in the Consumer Price Index (CPI), which measures inflation in a wide range of consumer goods and services, during this same time period was lower than the PIOC, rising 1.8%.<sup>6</sup> See Table 1 for changes in costs and prices for all rent stabilized apartment buildings from 2019-20.

The “Core” PIOC, which excludes changes in fuel oil, natural gas and steam costs used for heating buildings, is useful for analyzing long-term inflationary trends. The Core PIOC rose by 5.1% this year and was higher than the overall PIOC due to the exclusion of costs in the Fuel component, which fell 12.3%.

**Table 1**

2019-20 Percentage Changes in Components of the Price Index of Operating Costs for Rent Stabilized Apartment Houses in New York City <sup>7</sup>			
Component	Expenditure Weights	2019-20 Percentage Change	2019-20 Weighted Percentage Change
Taxes	31.88%	5.90%	1.88%
Labor Costs	10.99%	3.15%	0.35%
Fuel Oil	7.86%	-12.30%	-0.97%
Utilities	10.08%	1.58%	0.16%
Maintenance	18.33%	4.84%	0.89%
Administrative Costs	15.61%	3.53%	0.55%
Insurance Costs	5.26%	16.53%	0.87%
All Items	100%	-	3.73%

Source: *2020 Price Index of Operating Costs*.

**Local Law 63/Income & Expense Review**

The sample size for the Income and Expense (I&E) Study is 15,012 properties containing 675,924 units. This is the 28<sup>th</sup> year that staff has been able to obtain longitudinal data in addition to cross-sectional data. The RGB staff found the following average monthly (per unit) operating and maintenance (O&M) costs in 2019 Real Property Income and Expense (RPIE) statements for the year 2018:

**Table 2**

2018 Average Monthly Operating and Maintenance Costs Per Unit			
	Pre ‘47	Post ‘46	All Stabilized
Total	\$998	\$1,116	\$1,034

Source: *2020 Income and Expense Study*, from 2019 Real Property Income and Expense filings for 2018, NYC Department of Finance.

In 1992, the Board benefited from the results of audits conducted on a

- 6 The average CPI for All Urban Consumers, New York-Northeastern New Jersey for the year from March 2019 to February 2020 (279.3) compared to the average for the year from March 2018 to February 2019 (274.3) rose by 1.8%. This is the latest available CPI data and is roughly analogous to the ‘PIOC year’.

7 Totals may not add due to weighting and rounding.

stratified sample of 46 rent stabilized buildings by the Department of Finance. Audited income and expense (I&E) figures were compared to statements filed by owners. On average the audits showed an 8% over reporting of expenses. The categories, which accounted for nearly all of the expense over reporting, were maintenance, administration, and “miscellaneous.” The largest over-reporting was in miscellaneous expenses.

If we assume that an audit of this year’s I&E data would yield similar findings to the 1992 audit, one would expect the average O&M cost for stabilized buildings to be \$949, rather than \$1,034. As a result, the following relationship between operating costs and residential rental income was suggested by the Local Law 63 data:

**Table 2(a)**

2018 Operating Cost to Rent/Income Ratio Adjusted to 1992 Audit					
	O&M Costs <sup>a</sup>	Rent	O&M to Rent Ratio	Income	O&M to Income Ratio
All stabilized	\$949	\$1,397	0.680	\$1,568	0.605

Source: 2020 Income and Expense Study, from 2019 Real Property Income and Expense filings for 2018, NYC Department of Finance.

**Forecasts of Operating and Maintenance Price Increases for 2020-21**

In order to decide upon the allowable rent increases for two-year leases, the RGB considers price changes for operating costs likely to occur over the next year. In making its forecasts the Board relies on expert assessments of likely price trends for the individual components, the history of changes in prices for the individual components and general economic trends. The Board’s projections for 2020-21 are set forth in Table 3, which shows the Board’s forecasts for price increases for the various categories of operating and maintenance costs.

**Table 3**

Year-to-Year Percentage Changes in Components of the Price Index of Operating Costs: Actual 2019-20 and Projected 2020-21		
	Price Index 2019-20	Projected Price Index 2020-21
Taxes	5.9%	3.9%
Labor Costs	3.2%	3.4%
Fuel Oil	-12.3%	-11.7%
Utilities	1.6%	0.4%
Maintenance	4.8%	4.0%
Administrative Costs	3.5%	2.9%
Insurance Costs	16.5%	8.5%
<b>Total (Weighted)</b>	<b>3.7%</b>	<b>2.4%</b>

Source: 2020 Price Index of Operating Costs.

Overall, the PIOC is expected to grow by 2.4% from 2020 to 2021. Costs are predicted to rise in each component except Fuel, with the largest growth (8.5%) projected to be in Insurance, with Taxes, the component that carries the most weight in the Index, at 3.9%. Other projected increases include Maintenance (4.0%), Labor Costs (3.4%), Administrative Costs (2.9%), and Utilities (0.4%). Fuel is the only component predicted to decrease, by 11.7%. Table 3 on this page shows projected changes in PIOC components for 2021. The Core PIOC is projected to rise 3.6%, 1.2 percentage points more than the overall projected Apartment PIOC.

**Commensurate Rent Adjustment**

Throughout its history, the Rent Guidelines Board has used a formula, known as the commensurate rent adjustment, to help determine annual rent guidelines for rent stabilized apartments. In essence, the “commensurate” combines various data concerning operating costs, revenues and inflation into a single measure to determine how much rents would have to change for net operating

8 Overall O&M expenses were adjusted according to the findings of an income and expenses audit conducted by the Department of Finance in 1992. The unadjusted **O&M to Rent** ratio would be 0.740. The unadjusted **O&M to Income** ratio would be 0.659.

income (NOI) for rent stabilized apartments to remain constant.<sup>9</sup> The different types of “commensurate” adjustments described below are primarily meant to provide a foundation for discussion concerning prospective guidelines.

In its simplest form, the commensurate rent adjustment is the amount of rent change needed to maintain owners’ current dollar NOI for their rent stabilized apartments at a constant level. In other words, the commensurate provides a set of one- and two-year renewal rent adjustments, or guidelines, that will compensate owners for the change in prices measured by the PIOC and keep net operating income constant.

The first commensurate method is called the “Net Revenue” approach. While this formula takes into consideration the term of leases actually signed by tenants, it does not adjust owners’ NOI for inflation. The “Net Revenue” formula is presented in two ways: first, by adjusting for the mix of lease terms; and second, by adding an assumption for rent stabilized apartment turnover and the subsequent impact of revenue from vacancy increases. Under the “Net Revenue” formula, a guideline that would preserve NOI in the face of this year’s 3.7% increase in the PIOC is 2.75% for a one-year lease and 5.5% for a two-year lease. Using this formula and adding assumptions for the impact of vacancy increases on revenues when apartments experience turnover, results in guidelines of 2.5% for one-year leases and 4.25% for two-year leases.

The second commensurate method considers the mix of lease terms while adjusting NOI upward to reflect general inflation, keeping both operating and maintenance (O&M) costs and NOI constant. This is commonly called the “CPI-Adjusted NOI” formula. A guideline that would preserve NOI in the face of the 1.8% increase in the Consumer Price Index and the 3.7% increase in the PIOC is 3.5% for a one-year lease and 6.75% for a two-year lease. Guidelines using this formula and adding the estimated impact of vacancy increases are 3.0% for one-year leases and 6.0% for two-year leases.<sup>10</sup>

The third commensurate method, the “traditional” commensurate adjustment, is the formula that has been in use since the inception of the Rent Guidelines Board and is the only method that relies on the PIOC projection. The “traditional” commensurate yields 2.5% for a one-year lease and 3.3% for a two-year lease. This reflects the increase in operating costs of 3.7% found in the 2020 PIOC and the projection of a 2.4% increase next year.

All of these commensurate methods have limitations. The “Net Revenue” formula does not attempt to adjust NOI based on changes in interest rates or the effect of inflation. The “CPI-Adjusted NOI” formula inflates the debt service portion of NOI, even though interest rates have been historically low over recent years. For both of these commensurate methods, including a consideration of the amount of income owners receive on vacancy assumes that turnover rates are constant across the City.

As a means of compensating for cost changes, the “traditional” commensurate rent adjustment has two major flaws. First, although the formula is designed to keep owners’ current dollar income constant, the

9 The commensurate rent adjustments are designed to keep NOI constant in rent stabilized apartments only. They are not designed to keep NOI constant in deregulated units that are subject to changes in the real estate rental market. Therefore these formulas will not necessarily keep NOI constant for buildings that contain both rent stabilized and deregulated units.

10 The following assumptions were used in the computation of the commensurates: (1) the required change in owner revenue is 65.9% of the 2020 PIOC increase of 3.7%, or 2.5%. The 65.9% figure is the most recent ratio of average operating costs to average income in buildings that contain rent stabilized units; (2) for the “CPI-Adjusted NOI” commensurate, the increase in revenue due to the impact of inflation on NOI is 34.1% times the latest 12-month increase in the CPI ending February 2020 (1.8%), or 0.62%; (3) these lease terms are only illustrative—other combinations of one- and two-year guidelines could produce the adjustment in revenue; (4) assumptions regarding lease renewals and turnover were derived from the 2017 Housing and Vacancy Survey; (5) for the commensurate formulae, including a vacancy assumption, a 3.97% increase in vacancy leases was applied to the estimated 10.1% of rent stabilized units that turn over each year (as based on 2017 NYC Housing and Vacancy Survey data). This increase was derived from 2019 New York State Homes and Community Renewal registration data for vacant units, with adjustments to account for the presumed effect of the Housing Stability & Tenant Protection Act of 2019 on vacancy leases. The estimated increase in vacancy leases is based on the increase that rent stabilized units without preferential rents were able to take under RGB Apartment Order #51, and the increase that vacant units with preferential rents took between 2018 and 2019; and (6) the collectability of these commensurate adjustments are assumed.

formula does not consider the mix of one- and two-year lease renewals. Since only about two-thirds of leases are renewed in any given year, with a slight majority of leases being renewed having a one-year duration, the formula does not necessarily accurately estimate the amount of income needed to compensate owners for O&M cost changes. A second flaw of the “traditional” commensurate formula is that it does not consider the erosion of owners’ income by inflation. By maintaining current dollar NOI at a constant level, adherence to the formula may cause profitability to decline over time. However, such degradation is not an inevitable consequence of using the “traditional” commensurate formula.<sup>11</sup>

Finally, it is important to note that only the “traditional” commensurate formula uses the PIOC projection and that this projection is not used in conjunction with, or as part of, the “Net Revenue” and “CPI-Adjusted NOI” formulas. As stated previously, all three formulas attempt to compensate owners for the adjustment in their operating and maintenance costs measured each year in the PIOC. The “Net Revenue” and the “CPI-Adjusted NOI” formulas attempt to compensate owners for the adjustment in O&M costs by using only the known PIOC change in costs (3.7%). The traditional method differs from the other formulas in that it uses both the PIOC’s actual change in costs as well as the projected change in costs (2.4%).

Each of these formulae may be best thought of as a starting point for deliberations. The data presented in other Rent Guidelines Board annual research reports (e.g., the *Income and Affordability Study* and the *Income and Expense Study*) along with public testimony can be used in conjunction with these various commensurates to determine appropriate rent adjustments.

**Consideration of Other Factors**

Before determining the guideline, the Board considered other factors affecting the rent stabilized housing stock and the economics of rental housing.

**Effective Rates of Interest**

The Board took into account current mortgage interest rates and the availability of financing and refinancing. It reviewed the staff’s *2020 Mortgage Survey Report* of lending institutions. Table 4 gives the reported rate and points for the past nine years as reported by the mortgage survey.

**Table 4**

2020 Mortgage Survey <sup>12</sup> Average Interest Rates and Points for New Financing of Permanent Mortgage Loans 2012-2020									
	2012	2013	2014	2015	2016	2017	2018	2019	2020
Avg. Rates	4.6%	4.4%	4.9%	4.3%	4.0%	4.3%	4.8%	4.7%	4.0%
Avg. Points	0.63	0.59	0.54	0.70	0.42	0.44	0.44	0.38	0.22

**On April 28, 2020 the staff of the Rent Guidelines Board released a memo to Board members with additional information concerning the 2020 Mortgage Survey Report. The memo follows:**

Board members asked for additional information from the *Mortgage Survey Report* (MSR) last year. This memo provides an update. The table below lists the total number of residential units located in rent stabilized buildings Citywide sold each year, along with the total number of buildings sold, as well as the average number of units in each building sold each year. On the following page are graphs of building sales by unit count and by building count.

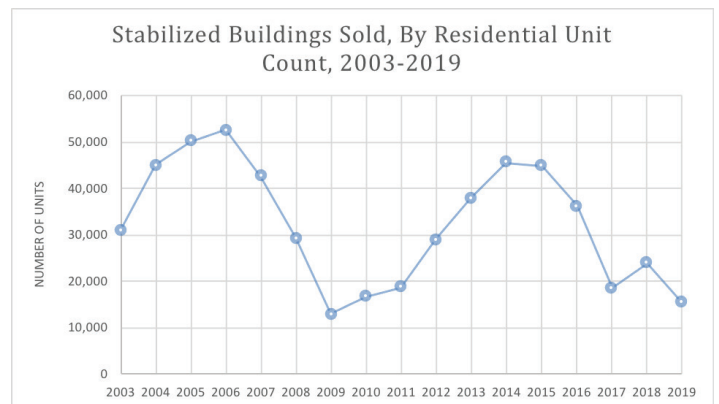
In addition, to understand the potential impact of the passage last June of the Housing Stability & Tenant Protection Act of 2019, this year’s MSR reported a 37% decline in the number of buildings sold during the second half of 2019, compared to the second half of 2018. When analyzing the number of residential units in these same buildings sold, there was a 48% decline over the same period, which shows that the average sized building sold in the latter half of 2019 was smaller, compared to the same period in 2018.

11 Whether profits will actually decline depends on the level of inflation, the composition of NOI (i.e., how much is debt service and how much is profit), and changes in tax law and interest rates.

12 Institutions were asked to provide information on their “typical” loan to rent stabilized buildings. Data for each variable in any particular year and from year to year may be based upon responses from a different number of institutions.

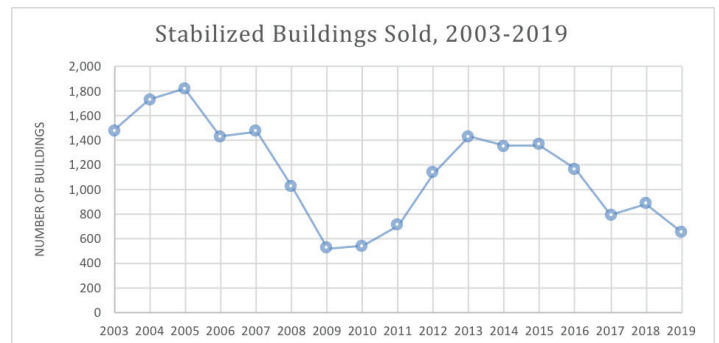
Year	# of Residential Units in RS Buildings Sold	# of RS Buildings Sold	Average # of Residential Units per Building Sold
2019	15,278	650	23.5
2018	23,932	885	27.0
2017	18,370	793	23.2
2016	36,150	1,167	31.0
2015	44,847	1,361	33.0
2014	45,534	1,356	33.6
2013	37,855	1,431	26.5
2012	28,912	1,135	25.5
2011	18,628	709	26.3
2010	16,565	541	30.6
2009	12,827	521	24.6
2008	29,232	1,021	28.6
2007	42,567	1,474	28.9
2006	52,557	1,433	36.7
2005	50,168	1,816	27.6
2004	45,025	1,728	26.1
2003	30,969	1,481	20.9

**Rent Stabilized Building Sales Citywide, by Unit, 2003-2019**



Note: Figures exclude Staten Island. Source: NYC Department of Finance.

**Rent Stabilized Building Sales Citywide, by Building, 2003-2019**



Note: Figures exclude Staten Island. Source: NYC Department of Finance.

**[END OF MEMO]**

**Condition of the Rent Stabilized Housing Stock**

The Board reviewed the number of units that are moving out of the rental market due to cooperative and condominium conversion.

**Table 5**

Number of Cooperative / Condominium Plans <sup>13</sup> Accepted for Filing, 2011-2019									
	2011	2012	2013	2014	2015	2016	2017	2018	2019
New Construction	180	112	142	204	212	206	224	233	227
Conversion Non-Eviction	17	24	16	20	29	27	18	11	11
Conversion Eviction	1	2	0	0	0	0	0	0	0
Rehabilitation	2	9	19	36	43	45	33	43	43
Total	200	147	177	260	284	278	275	287	281
Subtotal:									
HPD Sponsored Plans	0	2	1	0	1	0	0	1	0

Source: New York State Attorney General's Office, Real Estate Financing.

**Consumer Price Index**

The Board reviewed the Consumer Price Index. Table 6 shows the percentage change for the NY-Northeastern NJ Metropolitan area since 2012.

**Table 6**

Percentage Changes in the Consumer Price Index for the New York City - Northeastern New Jersey Metropolitan Area, 2013-2020 (For "All Urban Consumers")								
	2013	2014	2015	2016	2017	2018	2019	2020
1st Quarter Avg. <sup>14</sup>	2.1%	1.4%	-0.2%	0.7%	2.5%	1.6%	1.5%	2.3%
Yearly Avg.	1.7%	1.3%	0.1%	1.1%	2.0%	1.9%	1.7%	--

Source: U.S. Bureau of Labor Statistics.

**Calculation of the Current Operating and Maintenance Expense to Income Ratio**

Each year the Board estimates the current average proportion of the rent roll which owners spend on operating and maintenance costs. This figure is used to ensure that the rent increases granted by the Board compensate owners for the increases in operating and maintenance expenses. This is commonly referred to as the O&M to income ratio.

With current longitudinal income and expense data, staff has constructed an index, using 1989 as a base year. This index is labeled as Table 7. Except for the last three years, this index measures past changes in building income and operating expenses as reported in annual income and expense statements. The second- and third-to-latest years in the table reflect actual PIOC increases and projected rent changes. The last year in the table - projecting into the future - include staff projections for both expenses and rents.

In order to calculate the change in income for the latest three years, staff uses the RGB Rent Index. The RGB Index calculates the change in rent based on the guidelines passed by the Board, as well as the change in rent upon vacancy. The RGB Index is calculated using the adjustments authorized in applicable Apartment and Loft Orders and the change in rents upon vacancy (most recently, 0.4%). Then, in order to represent the same 12-month time period as the change in costs, measured change in income is adjusted to match the same period as measured change in costs. Therefore, the change in rent incorporates

13 The figures given above for eviction and non-eviction plans include those that are abandoned because an insufficient percentage of units were sold within the 15-month deadline. In addition, some of the eviction plans accepted for filing may have subsequently been amended or resubmitted as non-eviction plans and therefore may be reflected in both categories. HPD sponsored plans are a subset of the total plans. Some numbers revised from prior years.

14 First Quarter Average refers to the change of the CPI average of the first three months of one year to the average of the first three months of the following year. Some numbers have been revised from prior years.

seven months of the previous Rent Index (7/12<sup>th</sup> or 58.3%), plus five months of the most recent Rent Index, (5/12<sup>th</sup> or 41.7%).

However, this index is not without limitations. First, as noted, for the latest two years of the index, it will continue to rely upon the price index and staff rent and cost projections. Second, while this table looks at the overall relationship between costs and income, it does not measure the specific impact of any change in rent regulation on that relationship.

**Table 7**

Revised Calculation of Operating and Maintenance Cost Ratio for Rent Stabilized Buildings from 1989 to 2021			
Year <sup>15</sup>	Average Monthly O & M Per d.u. <sup>16</sup>	Average Monthly Income Per d.u.	Average O & M to Income Ratio
1989	\$370 (\$340)	\$567	.65 (.60)
1990	\$382 (\$351)	\$564	.68 (.62)
1991	\$382 (\$351)	\$559	.68 (.63)
1992	\$395 (\$363)	\$576	.69 (.63)
1993	\$409 (\$376)	\$601	.68 (.63)
1994	\$415 (\$381)	\$628	.66 (.61)
1995	\$425 (\$391)	\$657	.65 (.59)
1996	\$444 (\$408)	\$679	.65 (.60)
1997	\$458 (\$421)	\$724	.63 (.58)
1998	\$459 (\$422)	\$755	.61 (.56)
1999	\$464 (\$426)	\$778	.60 (.55)
2000	\$503 (\$462)	\$822	.61 (.56)
2001	\$531 (\$488)	\$868	.61 (.56)
2002	\$570 (\$524)	\$912	.63 (.57)
2003	\$618 (\$567)	\$912	.68 (.62)
2004	\$654 (\$601)	\$969	.67 (.62)
2005	\$679 (\$624)	\$961	.71 (.65)
2006	\$695 (\$638)	\$1,009	.69 (.63)
2007	\$738 (\$678)	\$1,088	.68 (.62)
2008	\$790 (\$726)	\$1,129	.70 (.64)
2009	\$781 (\$717)	\$1,142	.68 (.63)
2010	\$790 (\$726)	\$1,171	.67 (.62)
2011	\$812 (\$746)	\$1,208	.68 (.63)
2012	\$841 (\$772)	\$1,277	.66 (.60)
2013	\$884 (\$812)	\$1,337	.66 (.61)
2014	\$946 (\$869)	\$1,434	.66 (.61)
2015	\$960 (\$882)	\$1,487	.64 (.59)
2016	\$985 (\$905)	\$1,552	.63 (.58)
2017	\$984 (\$904)	\$1,524	.65 (.59)
2018	\$1,034 (\$950)	\$1,568	.66 (.61)
2019 <sup>17</sup>	\$1,091 (\$1,002)	\$1,607	.68 (.62)

15 The O&M and income data from 2008 to 2011 has been revised from that reported in previous explanatory statements to reflect actual, rather than estimated, expense and income data.

16 Operating and expense data listed is based upon unaudited filings with the Department of Finance. Audits of 46 buildings conducted in 1992 suggest that expenses may be overstated by 8% on average. Figures in parentheses are adjusted to reflect these findings.

17 Estimated expense figure includes 2019 expense updated by the PIOC for the period from 3/1/18 through 2/28/19 (5.5%). Income includes the income for 2019 updated by staff estimate based upon renewal guidelines and choice of lease terms for a period from 3/1/18 through 2/28/19 (2.48% -- i.e., the 10/1/17 to 9/30/18 rent projection (2.35%) times (.583), plus the 10/1/18 to 9/30/19 rent projection (2.66%) times (.417)).

2020 <sup>18</sup>	\$1,131 (\$1,039)	\$1,644	.69 (.63)
2021 <sup>19</sup>	\$1,158 (\$1,064)	\$1,665	.70 (.64)

Source: RGB Income and Expense Studies, 1989-2020; Price Index of Operating Costs, 2019 – 2020; RGB Rent Index for 2016 – 2020.

### Changes in Housing Affordability

NYC's economy in 2019 showed many strengths as compared with the preceding year. Positive indicators include growing employment levels, which rose for the tenth consecutive year, increasing 2.1% in 2019. The unemployment rate also fell, declining by 0.3 percentage points, to 3.9%, the lowest level recorded in at least the last 44 years. Gross City Product (GCP) also increased for the tenth<sup>20</sup> consecutive year, rising in inflation-adjusted terms by 2.4% in 2019.

In addition, the number of non-payment filings in Housing Court fell by 24.3%, calendared cases by 22.3%, and tenant evictions by 15.1%. Homeless levels also fell for the first time in 11 years, by 0.9%. There was also a decrease in cash assistance caseloads of 6.0%, while SNAP caseloads fell 5.0% and Medicaid enrollees fell 7.8%.

Inflation also rose at a slightly slower pace than the prior year, with the Consumer Price Index rising 1.7% in 2019, 0.2 percentage points slower than in 2018. In addition, inflation-adjusted wages rose slightly during the most recent 12-month period for which data is available (the fourth quarter of 2018 through the third quarter of 2019), rising 0.4% over the corresponding time period of the prior year.

The only negative indicator studied in this report was personal bankruptcy filings, which rose 3.8% in NYC in 2019.

The most recent numbers, from the fourth quarter of 2019 (as compared to the fourth quarter of 2018), show many positive indicators, including cash assistance levels down 6.9%; SNAP recipients down 5.6%; GCP rising, by 2.2% in real terms; employment levels up 1.5%; the unemployment rate down 0.6 percentage points; homeless levels, down 1.4%; and in Housing Court, the number of cases heard (calendared) down 28.0%<sup>21</sup> and the number of non-payment filings down 31.7%<sup>22</sup>.

**On June 8, 2020 the staff of the Rent Guidelines Board released a memo to Board members with additional information concerning an update of Rent Guidelines Board study data. The memo follows:**

#### Introduction

Due to a lag time of data, annual New York City Rent Guidelines Board (RGB) reports generally focus on data from the previous year or earlier. The full effect of the COVID-19 pandemic on the housing market and the economic condition of New Yorkers could not be quantified in these reports because very little recent data was available. This memo will

18 Estimated expense figure includes 2020 expense estimate updated by the PIOC for the period from 3/1/19 through 2/29/20 (3.7%). Income includes the income estimate for 2020 updated by staff estimate based upon renewal guidelines and choice of lease terms for a period from 3/1/19 through 2/29/20 (2.33% -- i.e., the 10/1/18 to 9/30/19 rent projection (2.66%) times (.583), plus the 10/1/19 to 9/30/20 rent projection (1.87%) times (.417)).

19 Estimated expense figure includes 2020 expense estimate updated by the 2021 PIOC projection for the period from 3/1/20 through 2/28/21 (2.4%). Income includes the income estimate for 2021 updated by staff estimate based upon renewal guidelines and choice of lease terms for a period from 3/1/20 through 2/28/21 (1.26% - i.e., the 10/1/19 to 9/30/20 rent projection (1.87%) times (.583), plus the 10/1/20 to 9/30/21 rent projection (0.40%) times (.417)).

20 The Office of the NYC Comptroller, which provides data on Gross City Product (GCP), updated its methodology for estimating GCP in early 2020. It has applied this methodology to GCP figures from 2013 forward. The statement that GCP has increased for ten straight years is based on a combination of data from both the old and new methodologies, and is most likely, but not definitely, an accurate statement. GCP figures prior to 2013 will be updated by the Comptroller's Office later this year.

21 This data is obtained from the Civil Court of the City of New York, which cannot provide exact "quarterly" data. The Court has 13 terms in a year, each a little less than a month long. This data is for terms 10-13, which is from approximately the middle of September through the end of the year. It is compared to the same period of the prior year.

22 See Footnote 20.

detail as much recent data as we have available for analysis. Future editions of the reports will better reflect some of the hardships that our fellow New Yorkers are experiencing due to the COVID-19 pandemic.

### Federal Reserve "Current Economic Conditions"

The Federal Reserve recently published their most recent "Summary of Commentary on Current Economic Conditions by Federal Reserve District," commonly known as the Beige Book, which is published eight times per year. Each Federal Reserve Bank gathers anecdotal information on current economic conditions in its District through reports from bank and branch directors and interviews with key business contacts, economists, market experts, and other sources. The most recent Beige Book was published on May 27, 2020 and is based on information collected on or before May 18, 2020.<sup>23</sup> The following five paragraphs are select excerpts from the Federal Reserve Bank of New York, as reported in the Beige Book on May 27. A summary of the Beige Book from April 15, 2020 (with comments related to the early stages of the COVID-19 pandemic), can be found in the supplement to the 2020 *Income and Affordability Study*.<sup>24</sup>

*The Second District economy contracted substantially again in the latest reporting period, as widespread closures and stay-at-home orders severely constrained business activity. Employment continued to decline, and wages were mixed but down modestly, on balance. Businesses reported that input prices rose slightly but selling prices decreased slightly. Activity fell in every sector, with particularly widespread declines in leisure & hospitality. However, business contacts tended to be less pessimistic than in the prior report about the near-term outlook, and those in the manufacturing, construction, real estate, and health services sectors expected modest improvement. Consumer spending has fallen further, though there have been scattered reports of a nascent pickup in early May, as more parts of the economy have started to reopen. Tourism and travel have remained moribund, with hotels and airlines continuing to see very little business. Home sales and residential leasing activity have remained down sharply, as have commercial leasing and construction activity. Finally, banks reported further moderate weakening in loan demand, tighter credit standards, and higher delinquency rates but also greater leniency on existing loans.*

*The labor market has remained weak, as widespread layoffs have continued and hiring has been spotty. Two major employment agencies—one in New York City and another in upstate New York—noted that hiring was sluggish in April, though the latter noted a modest pickup in early May. A wide array of business contacts, as well as employment service firms, reported widespread layoffs and furloughs, especially at small to medium-sized businesses. However, the vast majority of these were viewed as temporary, with workers expected to be re-hired when business activity rebounds. Some businesses have already made efforts to recall laid off workers, as well as hire new workers. A number of these firms noted that this has been challenging, with many unemployed workers reluctant to return to work—some attributed this to generous unemployment benefits, as well as safety concerns. Reports from across business sectors remained negative. Contacts in leisure & hospitality, transportation, retail, and construction reported the most widespread staff reductions, while businesses in manufacturing, information, finance, and professional & business services noted modestly declining staffing levels. Looking ahead, contacts in both manufacturing and real estate said they expect a modest pickup in employment, while those in leisure & hospitality, retail, finance, and professional & business services projected steady staffing levels. Businesses across other sectors expected moderate staff cuts, on net, in the months ahead. Wages have mostly been flat to lower since the last report. Businesses in the hard-hit leisure & hospitality sector continued to report widespread reductions in wages, whereas contacts in health services and finance indicated steady to modestly rising wages. Contacts in other service industries reported modest declines in wages.*

*Service industry contacts reported continued widespread deterioration in business activity. Leisure & hospitality contacts reported particularly widespread declines in activity, as restaurants remained shut down for dine-in service and hotels suffered from an almost complete drop-off in travel and tourism. Contacts in professional & business services also indicated steep declines in activity, while businesses in the information, health, and education sectors all reported more moderate, but still fairly widespread, declines. Looking ahead, business contacts continued to express great uncertainty about whether and when business would get back to reasonably normal levels, but there continued to be fairly widespread pessimism. A contact in air transportation expects any*

23 <https://www.federalreserve.gov/monetarypolicy/beigebook202005.htm>.

24 <https://rentguidelinesboard.cityofnewyork.us/wp-content/uploads/2020/04/2020-IA.pdf>.

rebound in air travel to be slow and led by the leisure segment, noting a modest recent pickup in advance bookings for late 2020. A contact in New York City's tourism sector expects any rebound in visitations to be slow—particularly for international visitors, the most profitable segment—noting that Broadway theaters are closed until at least Labor Day.

Home sales markets across the District have largely ground to a halt, with almost no new transactions and home viewing limited to virtual showings. The residential rental market has slowed but not quite as dramatically. A local real estate authority noted that new rental leasing in New York City was down about 70 percent, while renewals were up, and that there has been a pickup in demand for single-family home rentals outside the city. A major appraiser noted that it's almost impossible to gauge changes in prices and rents during this pandemic due to a dearth of transaction activity. Commercial real estate markets across the District also remain moribund, with April marking a record low in new leasing activity and some companies pulling out of leases. A contact at a major commercial real estate firm estimated that only about 10 percent of tenants in both office and industrial space have fallen behind on rent, thus far, but that the corresponding rate for retail tenants is well over 50 percent. Even beyond that, for some mall retailers, rent is assessed a share of sales revenue. More generally, real estate contacts were more optimistic than contacts in other sectors about the near term outlook. New construction starts have essentially remained at zero, and ongoing construction projects remained paused, except where considered essential. However, this is likely to pick up as states ease restrictions on construction activity in the days ahead.

There was widespread interest, among businesses in all sectors, in the SBA Paycheck Protection Program loans, though some contacts expressed concerns about the program's implementation and accessibility. Separately, small to medium sized banks across the District reported lower loan demand across all categories, but most dramatically from the commercial segment. Banks reported tightening credit standards across all categories except consumer loans. Loan spreads narrowed on all categories except C&I loans. Respondents reported widespread declines in average deposit rates. Bankers reported higher delinquency rates but more lenient policies for delinquent accounts across all categories.

**April 2020 Unemployment Statistics**

The most recently available unemployment rates for NYS and NYC are from April of 2020.<sup>25</sup> The unemployment rate considers the number of persons employed and unemployed, the combination of which is the labor force. To be considered unemployed, you must be actively looking for work. The unemployment rate in April of 2020 for New York City (NYC) was 14.6%, an increase from 3.7% in April of 2019. The unemployment rate considers, in part, the number of employed persons, which fell 18.5% (or 722,500 persons), as compared to April of 2019. The number of unemployed persons in this same time period rose 260.8% (or 393,000 persons). The overall labor force contracted by 8.1% (or 329,500 persons). The decline in the labor force indicates that a large number of persons either left NYC or are not actively looking for work. For reference, between 2008 and 2009 (when the NYC unemployment rate rose from 5.6% to 9.3%), the labor force contracted by 0.9%. Had more of those who lost employment been officially counted as "unemployed," the unemployment rate would have been higher than 14.6%.

The following table illustrates the April 2020 unemployment rate for NYC, the boroughs of NYC, New York State (NYS), and the United States (U.S.), as compared to April of 2019. These rates are not seasonally adjusted. Recently released U.S. data shows that the May unemployment rate is a seasonally adjusted 13.3%<sup>26</sup> for the nation as a whole, compared to 14.7%<sup>27</sup> in April of 2020; 4.4% in March of 2020,<sup>28</sup>

25 NYC and NYS: <https://labor.ny.gov/stats/index.shtm>; U.S.: <http://www.bls.gov/webapps/legacy/cpsatab1.htm>.

26 The U.S. Bureau of Labor Statistics reported that an error in classifying workers who were "unemployed on temporary layoff" as being "employed but not at work" in March, April, and May of 2020 led to lower official unemployment rates. They estimate that the actual unemployment rate in May of 2020 was 16.4%, however they will not amend the 13.3% that was reported. See <https://www.bls.gov/cps/employment-situation-covid19-faq-may-2020.pdf> for more information.

27 The actual estimated unemployment rate for April of 2020, in light of the reporting errors as described in footnote 4, is 19.5%. See <https://www.bls.gov/bls/employment-situation-covid19-faq-april-2020.htm#ques14> for more information.

28 The actual estimated unemployment rate for March of 2020, in light of the reporting errors as described in footnote 4, is 5.3%. See <https://www.bls.gov/cps/employment-situation-covid19-faq-march-2020.pdf> for more information.

and 3.5% in February of 2020.

**April 2020 versus April 2019 Unemployment Rates**

Geography	April 2020	April 2019	Change (in percentage points)
New York City	14.6%	3.7%	10.9 pp
Bronx	16.5%	5.0%	11.5 pp
Brooklyn	14.6%	3.8%	10.8 pp
Manhattan	10.9%	3.3%	7.6 pp
Queens	16.4%	3.2%	13.2 pp
Staten Island	14.0%	3.6%	10.4 pp
New York State	15.0%	3.6%	11.4 pp
U.S.	14.4% <sup>29</sup>	3.3%	11.1 pp

It is important to note that even during a robust economy, not all City residents are a part of the labor force, and therefore cannot be considered "unemployed." According to the 2018 American Community Survey, there are 6,839,186 persons aged 16 and over in NYC.<sup>30</sup> Of these, 63.5% (4.3 million persons) are in the labor force, and 36.5% (2.5 million persons) are not. Only those in the labor force (those either working or actively looking for work) are counted in the unemployment rate. In addition, there are methods of receiving income beyond employment and unemployment insurance compensation, both for those in and out of the labor force. There are 3,184,496 households in NYC, with 2,479,959 (77.9%) reporting earnings (either wages, salaries, or self-employment income) and 704,537 (22.1%) receiving income in other ways, such as fixed-income programs.<sup>31</sup> As a proportion of total households, 848,474 households (26.6%) receive Social Security income; 427,193 (13.4%) receive other retirement income; 251,672 (7.9%) receive Supplemental Social Security income; and 144,372 (4.5%) receive cash public assistance. In addition, 615,225 (19.3%) receive food stamps.

**April 2020 NYC Employment by Industry**

The most recently available employment figures by industry for NYC are from April 2020.<sup>32</sup> These are jobs located within New York City, regardless of the residency of the employees. The following table illustrates employment levels by industry in April of 2020 and the change from April of 2019. The largest proportional losses are in the Leisure and Hospitality and Construction sectors, with the largest net loss of jobs in the Leisure and Hospitality and Trade, Trade, and Utilities Sector (which includes retail trade). Overall, NYC employment levels fell 19.2% (or 891,800 jobs) between April of 2019 and April of 2020. These figures are not seasonally adjusted.

**April 2020 versus April 2019 Employment Levels by Industry, in Thousands**

Industry	April 2020	April 2019	Net Change	% Change
Natural Resources, Mining and Construction	78.10	161.30	-83.2	-51.6%
Manufacturing	45.60	67.60	-22.0	-32.5%
Trade, Transportation, and Utilities	467.10	627.50	-160.4	-25.6%
Information	204.80	210.20	-5.4	-2.6%
Financial Activities	454.70	477.50	-22.8	-4.8%
Professional and Business Services	688.60	789.20	-100.6	-12.7%

29 See footnote 5.

30 <https://data.census.gov>.

31 Households can receive more than one type of fixed income, and fixed income can be received in addition to earnings by employment.

32 <https://labor.ny.gov/stats/index.shtm>.

Education and Health Services	968.00	1,068.30	-100.3	-9.4%
Leisure and Hospitality	131.30	466.80	-335.5	-71.9%
Other Services	140.00	194.80	-54.8	-28.1%
Government	578.70	585.50	-6.8	-1.2%
<i>Total, New York City</i>	<i>3,756.90</i>	<i>4,648.70</i>	<i>-891.8</i>	<i>-19.2%</i>

**Initial Unemployment Claims**

Initial unemployment claims for the 12-week period from March 8 through May 30, 2020, were reported by the NYS Department of Labor and the U.S. Department of Labor on a weekly basis.<sup>33</sup> Per the U.S. Department of Labor, “An initial claim is a claim filed by an unemployed individual after a separation from an employer. The claimant requests a determination of basic eligibility for the UI [Unemployment Insurance] program. When an initial claim is filed with a state, certain programmatic activities take place and these result in activity counts including the count of initial claims. The count of U.S. initial claims for unemployment insurance is a leading economic indicator because it is an indication of emerging labor market conditions in the country. However, these are weekly administrative data which are difficult to seasonally adjust, making the series subject to some volatility.”<sup>34</sup>

Initial claims in the first week of this crisis (March 8-14) rose by approximately 26% as compared to the week prior (to reach 6,580 claims).<sup>35</sup> For the next four weeks, claims rose each week as compared to the one before, with the largest proportional increases in the second and third weeks of the crisis (March 15-March 28), with increases of 485.4% and 273.4%, respectively. Rates fell for the first time between April 12-18, by 44%, and have both risen and fallen on a weekly basis since then. The greatest proportional increase since the week ending April 18 was in the week ending May 16, when initial claims rose 17.5% over the prior week. The largest proportional decrease was in the last week of this study, the week ending May 30, when initial claims fell 55.3% over the prior week. For reference, claims in NYS as a whole during this same week fell by 56.5% and claims in the U.S. as a whole fell 16.4%.

Over this 12-week period, 1,189,038 initial claims were filed by NYC residents, compared to 72,597 in the same period of 2019 (see table on the next page). This is an increase of 1,116,441 claims, or 1,538%. This compares to increases in initial claims in NYS of 1,353% (2.38 million claims) and in the U.S. of 1,562% (36.70 million claims).

At the borough level, claims rose by the smallest proportion in Manhattan, rising approximately 1,203% (or 168,951 claims); followed by the Bronx, at 1,238% (or 189,890 claims); Staten Island, at 1,422% (or 54,090 claims); Brooklyn, at 1,476% (or 331,448 claims); and by the most in Queens, at 2,194% (or 372,063 claims).<sup>36</sup> See the table below for a breakdown of initial unemployment claims for NYC, the boroughs of NYC, NYS, and the U.S. Note that the number of initial unemployment claims should not be equated to the number of people receiving unemployment benefits. For instance, the federal Department of Labor reports that approximately 1.8 million persons were receiving UI benefits in NYS during the week ending May 23, compared to the 2.5 million initial unemployment claims between March 8 and May 23.

Note that for at least the first five weeks of the 12-week period outlined above, the initial unemployment claims include those persons who would not typically be eligible for NYS Unemployment Insurance (NYSUI), but were instead eligible for Pandemic Unemployment Assistance (PUA). This program is explained in more detail in the following section of the memo. During this period, PUA applicants were required to apply for (and be denied) NYSUI benefits before they could be approved for PUA. Beginning in mid-April, the State’s application process was modified so that PUA claimants were no longer required to be denied UI benefits before being determined eligible for PUA. PUA is financed through the federal government and those receiving PUA are not considered to be receiving unemployment benefits by either NYS or the federal government. Therefore, early data on initial unemployment

33 NYC and NYS: <https://labor.ny.gov/stats/weekly-ui-claims-report.shtm> and U.S.: [https://oui.doleta.gov/unemploy/claims\\_arch.asp](https://oui.doleta.gov/unemploy/claims_arch.asp).

34 <https://www.dol.gov/ui/data.pdf>.

35 This number was not directly reported by the NYS Department of Labor, but was imputed based on other data reported by this agency.

36 The first week of data for 2020 (March 8-14) was not available at the borough level and was estimated based on other known data, as were the comparison data from 2019 for initial unemployment claims for the period of March 8-21).

claims includes potentially tens of thousands of claims from those who ultimately received PUA (and not NYSUI), and later data on initial claims may not reflect the full extent of the unemployment crisis. In NYS, there were more than 658,000 initial claims for PUA benefits between April 26 and May 30 and federal Department of Labor reports show that there were more than 1.1 million continuing claims for PUA in NYS during the week ending May 16. It is not known how many of these initial/continuing claims were in NYC.

**Over-the-Year (OTY) Change in Initial Unemployment Claims (Cumulative)**

Geography	2020 (March 8-June 6)	2019 (March 10-June 8)	OTY Net Change	OTY % Change
New York City	1,189,038	72,597	1,116,441	1,538%
Bronx*	205,227	15,337	189,890	1,238%
Brooklyn*	353,901	22,453	331,448	1,476%
Manhattan*	182,995	14,043	168,951	1,203%
Queens*	389,023	16,960	372,063	2,194%
Staten Island*	57,893	3,803	54,090	1,422%
New York State	2,552,683	175,714	2,376,969	1,353%
U.S.	39,055,113	2,350,305	36,704,808	1,562%

\*Borough rates are very close estimates. See footnote 36 for more details.

The NYS Department of Labor also reports on the industries most affected, as based on initial unemployment claims.<sup>37</sup> This data is not available at the Citywide level. For reference, the NYS labor force was 9.6 million in February of 2020, of which NYC makes up 43%. Per NYS Department of Labor information, for the 12 weeks studied in this supplement, the industry with the largest net change in employment was Accommodation and Food Services, which saw an increase in initial unemployment claims of 382,621, or 1,936% for NYS as a whole. The average salary in this industry in NYC in 2019 is \$38,729. Retail Trade also saw a large increase in initial unemployment claims, with an increase of 285,198 claims in 12 weeks, or 2,289%. The average salary in this industry in NYC is \$46,583. The Health Care and Social Assistance sector rose by 265,303 claims, or 1,941%. The average salary in this industry in NYC is \$51,960. The Administrative and Support Services sector saw an increase in initial claims of 183,343, or 877%. The average salary in this industry in NYC is \$70,462. The Construction and Utilities sector saw an increase in initial claims of 163,017 during this period, or an increase of 648%. The average salary in this industry in NYC is \$88,034. Other sectors that had an increase of initial claims of more than 100,000 include Other Services and Manufacturing. In addition, for jobs that cannot be classified (the “Unclassified” sector), initial claims rose by 330,235 in this 12-week period, an increase of 14,173%. It is not possible at this time to ascertain if the change in NYC in these industries would be at the same proportions as NYS as a whole.

**Changes to Unemployment Insurance Compensation**

In the wake of the COVID-19 crisis, NYS and the federal government have both expanded eligibility and increased compensation for unemployed persons for the period of at least April 4, 2020 to July 31, 2020 (these dates are accurate as of the publication of this memo). The new guidelines expand eligibility for some of those who do not typically qualify for unemployment insurance (the self-employed, parents caring for children who are currently home-schooled, and those who are taking care of a family member with COVID-19 or who experienced the death of the head of household due to COVID-19, among other categories). Individuals who would not normally qualify for NYS Unemployment Insurance (NYSUI) will be covered at the same rates as those who do, through the federal Pandemic Unemployment Assistance program. In addition, all recipients of either PUA or NYSUI will receive an additional \$600 per week through the federal Pandemic Unemployment Compensation program.<sup>38</sup>

Prior to COVID-19 crisis, the maximum NYSUI compensation was \$504 per week (or \$2,184 per month), for those making \$52,416 per

37 The net change in employment is from <https://labor.ny.gov/stats/PDFs/Research-Notes-Initial-Claims-WE-5302020.pdf>, while the average wage data for NYC is derived from the Quarterly Census of Employment and Wages for 2019 (<https://labor.ny.gov/stats/lscqew.shtm>).

38 <https://dol.ny.gov/pandemic-unemployment-assistance>.



year or more. The typical compensation for those making below \$52,416 is half of the salary the claimant was earning before becoming unemployed.<sup>39</sup> NYSUI is normally capped at 26 weeks of compensation, but will be extended an additional 13 weeks, for a total of up to 39 weeks of benefits.

For more information on unemployment insurance compensation, see the supplement to the 2020 *Income and Affordability Study*.<sup>40</sup>

**NYC Economic Data**

The Office of the NYC Comptroller and the NYC Office of Management and Budget both analyze the City's finances and make forecasts about the economic health of NYC.

Per the Comptroller's Office (as of May 21, 2020):<sup>41</sup>

*Prior to the lockdown, the City's economy was strong and, by many measures, outperforming the U.S. Now, the Office of the Comptroller is estimating that the City's economy has already fallen 4.2 percent in the first quarter of 2020 and will fall 31 percent in the second quarter before recovering 15.7 and 6.0 percent, respectively, in the third and fourth quarters.*

*The outlook for the City's economy is somewhat more uncertain than the nation's. The same considerations that will determine the trajectory for the U.S. economy, whether a viable vaccine can be developed in the near term, whether residents will be comfortable in resuming their activities in the absence of one, whether businesses will require employees to resume their activities on-site or whether they will continue to work remotely, whether tourists will feel comfortable traveling once again, are equally important for the City's outlook and equally unanswerable at this time. What makes New York City more at risk is its vulnerability to future waves of infection and our dependence on both vacation visitors and business travelers.*

*While our baseline assumption is that U.S. economic activity will begin to slowly recover in 2020 Q3, the City's recovery will be slower given the devastating impact the pandemic has had on the City. The City's unique characteristics, in terms of its density and reliance on mass transit, will also make for a more challenging recovery in the City and a more staggered re-opening. While most sectors of the City's economy are expected to be almost fully recovered by the end of 2022, industries that interact more closely with the public, such as restaurants and bars will resume either more slowly, or in a different manner compared to pre-COVID-19 world that could result in long-term reduced economic activity. The tourism and entertainment industries will likely see the slowest recovery due to their reliance on travelers.*

*If the broader economy outside of the tourism and entertainment sectors were to open more slowly than reflected in our baseline assumption, the impact on the City's economy and revenue outlook would darken considerably as domino effects begin to spread throughout the economy.*

*The forecasts for employment and wages are driven by the extent to which different industries will be directly impacted by the shutdown, and the extent to which firms will respond to the shutdown by cutting payroll either through employment, wages, or both. This is expected to vary considerably among industries. Some office professionals have been able to work at least in some capacity remotely during the shutdown while other sectors that rely on interaction with the public have closed. High paying sectors such as finance have greater flexibility in maintaining employment at current levels through cuts in flexible pay than sectors that rely on wage workers, such as retail. Already some leaders on Wall Street have announced that they will attempt to mitigate job losses, although cutbacks in bonus pay may result as a tradeoff.*

*The degree to which business have been impacted by the pandemic largely depends on the extent to which they rely on interacting with the public directly. Industries that can work remotely, mainly office-using professions, have been less impacted, at least for now, and spillover effects have been contained, based on data available from State unemployment claims. This distinction informs the forecast for sectoral employment.*

*The retail, accommodation and food services, and arts and entertainment sectors of the economy are expected to be most severely impacted (losses exceeding 70 percent) by the shutdown given their greater reliance on dealing with the public. Other industries such as manufacturing, construction and real estate are also expected to experience significant if somewhat less severe job*

*losses. Industries that can rely on telecommuting such as finance, professional and business services, management companies, and information are expected to suffer proportionately fewer losses and rebound fairly quickly.*

*Peak employment losses are expected to total more than 900,000 in 2020 Q2, with losses heavily concentrated in accommodation and retail. Year over-year job losses are expected to decline by over 10 percent in 2020. Even though job growth is expected to return at a fairly rapid clip we do not anticipate returning to 2019 peak employment levels until 2023 as some of the tourism and entertainment sectors continue to lag behind.*

*The near-term impact of the shutdown on wages for City workers is also expected to be extremely severe. Already Wall Street firms have signaled that in order to curtail job losses, bonuses or flexible pay will be cut. Bonuses across all industries are expected to be reduced considerably, by as much as 30 to 40 percent. The majority of City workers who do not earn bonuses will also see reduced wages as a result of layoffs, reduced work hours, pay freezes, or even pay cuts to lower-paid salaried employees. Overall, City wages are expected to decline by 5.1 percent year over year. To put this into perspective the overall wage loss in the 2001 recession was 2.6 percent, and 8.0 percent during the Great Recession when the finance industry was most severely impacted. As with the rest of the economy, the forecast assumes that growth in wages will gradually resume in 2021 and by 2024 be back to pre-COVID-19 levels.*

*Given the depth of the devastation to the budget, the City will need Federal support to weather the fiscal challenges in the coming fiscal years. Without Federal support, the fiscal challenge facing the City will be further compounded by the shifting of costs from the State to the City. In the absence of any Federal provision of budget relief to states and locality, the State has already announced its intention to make \$8.2 billion in recurring cuts to local aid. In order to avoid drastic cuts in services in a time when these services are needed more than ever, the City will need to seek creative and innovative ways to reduce spending, and the Federal government will have to do its part to provide budget relief to state and localities.*

The report also forecasts job losses in the second quarter of 2020. Per the Comptroller's forecasts, in the second quarter of 2020 the hardest hit industry (as measured by net job loss) will be Accommodation and Food Services, which is projected to lose 184,300 jobs in NYC. Retail Trade is projected to lose 178,000 jobs; Health Care and Social Assistance, 159,700 jobs; Construction, 63,200 jobs; Professional, Scientific, and Technical Services, 54,400 jobs; Arts, Entertainment, and Recreation, 48,900 jobs; Other Services, 39,300 jobs; Administrative Services, 34,700 jobs; Wholesale Trade, 27,900 jobs; Manufacturing, 27,400 jobs; Real Estate, 26,400 jobs; Transportation and Warehousing, 25,700 jobs; Financial Activities, 13,600 jobs; Educational Services, 10,200 jobs; Information, 8,400 jobs; Management of Companies, 2,900 jobs; and Utilities, 600 jobs. This is a total loss of 905,700 jobs.

This report also details projections from both the Comptroller's Office and the NYC Office of Management and Budget (OMB) with respect to Gross Domestic Product (GDP), Gross City Product (GCP), job growth, and wage growth. The following table outlines these projections.

**Selected Economic Indicators Forecasts (Annual Averages)**

Selected Economic Indicators	Agency	2020	2021	2022	2023	2024
Real GDP (2012 \$, % Change)	Comptroller	-4.6%	3.2%	3.0%	2.6%	2.2%
	OMB	-5.4%	6.3%	4.0%	1.6%	1.3%
Real GCP (2012 \$, % Change)	Comptroller	-6.0%	2.3%	1.0%	0.9%	0.9%
	OMB	-12.9%	12%	0.8%	0.2%	1.1%
Payroll Jobs (Change in Thousands)	Comptroller	-507.0	343.0	90.0	64.0	46.0
	OMB	-350.4	213.3	130.3	72.9	55.4
Wage-Rate Growth (% Change)	Comptroller	-5.1%	0.8%	2.3%	2.1%	1.9%
	OMB	-3.4%	2.5%	3.3%	2.4%	2.2%

The Comptroller's Office also analyzed real estate transaction data from the NYC Department of Finance (DOF). In the last half of March 2020 (March 16-31), the number of transactions of 1- to 3-family homes declined by 47 percent; coops by 54 percent; condos by 44 percent; and rental buildings by 66 percent, compared to the second half of March 2019. The Comptroller's Office projects that real estate transactions will slow to a virtual halt in the second quarter of 2020, with continuing stay-at-home orders making transactions challenging.

A separate report from the Comptroller's Office, released on June 1,

39 <https://labor.ny.gov/benefit-rate-calculator/>.

40 <https://rentguidelinesboard.cityofnewyork.us/wp-content/uploads/2020/04/2020-IA.pdf>.

41 "Comments on New York City's Fiscal Year 2021 Executive Budget." Office of the NYC Comptroller. May 21, 2020.

2020, provides similar data on real estate transactions for March and April combined.<sup>42</sup> Per the report, residential real estate transactions fell from 7,607 in March and April of 2019 to 4,517 in March and April of 2020, a drop of 40.6%. An analysis of the same DOF building sales data by staff found that in March and April of 2019, 93 buildings containing rent stabilized units were sold. During the same time period of 2020, 42 were sold, a decline of 54.8%. Note that the 2019 data precedes both the passage of the Housing Stability and Tenant Protection Act of 2019 as well as the COVID-19 pandemic.

The Comptroller report also analyzed building permit data, both for alterations and new construction. Note that the permit data includes both initial permits and renewals of permits that were previously issued. For the week ending March 14, there were 2,198 permits issued (including 318 new buildings and 1,800 alterations). The following week the total number of permits issued fell to 1,885, a 14.2% decline. Permits then fell in all but one of the next seven weeks, reaching a low of 665 permits in the week that ended May 2 (including 93 new buildings and 572 alterations). This is a decrease as compared to the week ending March 14 of 69.7% (including a decrease of 70.8% in new buildings and 69.6% in alterations). For the week ending May 9 (the most recent report available), permits rose to a total of 1,079 (including 255 new buildings and 824 alterations), an increase of 62.2% as compared to the week prior.

### Select Current and Proposed COVID-19 Legislation

In the wake of the COVID-19 crisis, lawmakers are working on plans to ease the financial burden for Americans. One such plan has already been enacted into law. Eligible households are receiving a one-time “Economic Impact Payment” of up to \$1,200 for individuals with adjusted gross income below \$75,000. Married couples filing taxes jointly, who earn under \$150,000, will receive \$2,400 and head of household filers can earn up to \$112,500 to receive the full payment. The government will also pay \$500 per qualifying child. For filers with income above those amounts, the payment amount is reduced by \$5 for each \$100 above the thresholds. Filers with no children and adjusted gross income exceeding \$99,000 for singles; \$136,500 for heads of household; and \$198,000 for joint filers are not eligible and will not receive payments.<sup>43</sup> On June 3, the U.S. Department of the Treasury and IRS announced that 159 million Economic Impact Payments, worth more than \$267 billion, had been distributed and that payments had been sent to all eligible Americans for whom the IRS has the necessary information to make a payment.<sup>44</sup>

On March 20, 2020, an Executive Order issued by NYS Governor Cuomo enacted an eviction moratorium for a period of 90 days.<sup>45</sup> On May 7, 2020, the moratorium was extended for an additional 60 days, until August 20, but with language that specified that the moratorium extends only to those renters eligible for unemployment insurance or benefits under state or federal law or otherwise facing financial hardship due to the COVID-19. In addition, the Executive Order bans late payments or fees for missed rent payments until August 20, and allows renters facing financial hardship due to COVID-19 to use their security deposit as payment and repay their security deposit over time.<sup>46</sup>

On May 28, 2020, a bill, the “Emergency Rent Relief Act of 2020” was passed by both the NYS Senate and Assembly. As of June 8, it has been delivered to, but not yet been signed into law by, the Governor. The program would authorize NYS Homes and Community Renewal to provide rental assistance vouchers to landlords on behalf of tenants with an increase in rent burden (due of a loss of income) as a result of the COVID-19 pandemic. The program’s spending cap is \$100,000,000. The coverage period would extend from April 1 through July 31. A tenant is defined as having a rent burden if their rent is more than 30% of household income. Households would be eligible if they made up to 80% Area Median Income prior to March 7, as well as at the time of application; have a rent burden both prior to March 7 and at the time of application; and have lost income during the covered period. The subsidy would be a voucher paid to the landlords for the gap between their pre-COVID rent burden and their new rent burden, up to 125%

42 New York City by the Numbers Weekly Economic and Fiscal Outlook.” Office of the NYC Comptroller. June 1, 2020.

43 <https://www.irs.gov/coronavirus/economic-impact-payment-information-center>.

44 <https://home.treasury.gov/news/press-releases/sm1025>

45 <https://www.governor.ny.gov/news/no-2028-continuing-temporary-suspension-and-modification-laws-relating-disaster-emergency>

46 <https://www.governor.ny.gov/news/no-20228-continuing-temporary-suspension-and-modification-laws-relating-disaster-emergency>

Fair Market Rent.<sup>47</sup>

On May 27, 2020, a bill, the “Tenant Safe Harbor Act” was passed by both the NYS Senate and Assembly. As of June 8, it has not yet been delivered to, or been signed into law by, the Governor. The bill provides that for the duration of the “State Disaster Emergency,” as declared by Governor Cuomo, that the courts are prohibited from issuing a warrant of eviction or judgment of possession against a residential tenant or other lawful occupant that suffered financial hardship during the COVID-19 covered period for the nonpayment of rent that accrues or becomes due during the COVID-19 covered period. It also allows tenants to raise financial hardship as an affirmative defense and provides factors a court may examine in determining hardship. It also allows courts to award a judgment for the rent due and owing to a landlord in a summary proceeding under Article 7 of the Real Property Actions and Proceedings Law.<sup>48</sup>

This is not a complete summary of bills introduced in relation to the COVID-19 crisis and there is currently no way to ascertain if additional bills will be introduced and passed at either the local, state, or federal level.

### Summary

This memo provides updates to data from RGB annual reports, including employment data; legislative actions; and data from the Federal Reserve Bank of New York and the Comptroller’s Office regarding the economic health of NYC. While this memo details as much recent data as we have available for analysis, future editions of the reports will better reflect some of the hardships that our fellow New Yorkers are experiencing due to the COVID-19 pandemic.

### [END OF MEMO]

**On June 16, 2020 the staff of the Rent Guidelines Board released a memo to Board members with additional information analyzing building ownership. The memo follows:**

### Introduction

On March 4, 2020, JustFix.nyc, a website which “designs and builds tools for tenants, housing organizers, and legal advocates fighting displacement in New York City”<sup>49</sup> published an article on Medium.com entitled, “Examining the Myth of the ‘Mom-and-Pop’ Landlord: An Analysis of NYC Building Ownership by JustFix.nyc.”<sup>50</sup> The article analyzes publicly available data from the NYC Department of Housing Preservation and Development (HPD) to determine what proportion of landlords of buildings within NYC would be considered small (“mom-and-pop”) and potentially hurt by stricter tenant protection laws (such as the changes to the rent stabilization laws in June of 2019).

The bulk of the article focuses on all buildings in NYC, not just rent stabilized ones. The end of the article focuses on buildings that contain rent stabilized units, as based on a list of 2017 NYS Homes and Community Renewal (HCR) registrations published on the RGB website.

Some Board members asked staff to take a closer look at the article and provide more context, especially because the JustFix.nyc analysis focuses on all buildings within the City (both regulated and unregulated), and the RGB mandate is to provide rent adjustments just for rent stabilized units. The RGB analysis of the article follows.

### Methodology

JustFix.nyc used publicly available data to create what they call a Who Owns What tool, which links together properties with common ownership found in HPD registration data. Per the article, “For any property with HPD Registration, the Who Owns What tool: 1. gathers the business address (or addresses) of entities registered with the property on HPD and finds other properties in the city with a matching address; 2. gathers the ‘Head Officer’, ‘Individual Owner’, and ‘Corporate Owner’ contact names registered with the property on HPD and finds other properties in the city that have a matching contact name, using ‘fuzzy matching’ to account for misspellings; Under this algorithm, Who Owns What estimates a building’s portfolio as all HPD registered properties that fit the above criteria. All statistics and summarizations in this report were calculated using the complete set of portfolios determined by Who Owns What for all HPD Registered properties in December 2018. For the purpose of this report, the terms ‘buildings’ and ‘properties’ refer to city tax lots as defined by the Department of City Planning.”

47 <https://www.nysenate.gov/legislation/bills/2019/s8419>.

48 <https://www.nysenate.gov/legislation/bills/2019/s8192/amendment/b>.

49 <https://www.justfix.nyc/our-mission>.

50 <https://medium.com/justfixnyc/examining-the-myth-of-the-mom-and-pop-landlord-6f9f252a09c>.

There are an unknown number of buildings analyzed in the JustFix.nyc analysis (with the exception of the section on rent stabilized housing, which includes just over 40,000 buildings), but the universe of units is more than 2.3 million.

With limited time available to analyze the data, the RGB methodology is more basic and focuses on buildings that contain rent stabilized units.<sup>51</sup> The basis of the analysis are rent stabilized buildings registered with HCR in 2018. As JustFix.nyc did, we defined a building as a single tax lot (BBL). The HCR file contained a total of 47,088 registered buildings. More than 4,000 buildings were removed from the RGB analysis because they are part of a complex and share a BBL with at least one other building. Common ownership was determined by common phone numbers of landlords. It cannot be said with certainty that every building owned by a particular landlord was assigned to that landlord, as phone numbers needed to match to establish common ownership. This is a different methodology than used by JustFix.nyc to determine common ownership, which as described above relies on finding common contact persons within individual registrations.

The HCR file provides only the number of rent stabilized units within a building. To obtain the total number of units (both stabilized and unregulated), the rent stabilized building list was matched to HPD files to obtain the total unit count of the building. After matching the HCR data to HPD files, some records (with a total of almost 13,000 units) could not be matched and were removed from the analysis. There were 43,138 buildings available for analysis after these procedures were taken, with a total of 875,679 rent stabilized units and 1.37 million units within rent stabilized buildings (including deregulated units). Note that if a complex spans more than one BBL, that complex is recorded as being at least two buildings. For complexes with multiple buildings on a single BBL, the complex is recorded as a single building. This seems to be the same methodology that JustFix.nyc used.

**Data Analysis**

Based on questions received from Board members, there was some confusion about the focus of the JustFix.nyc analysis. The bulk of the article relates to all rental buildings within NYC,<sup>52</sup> including unregulated ones. The RGB analysis will focus on buildings that contain rent stabilized units, although as noted above, the methodology to establish ownership differs from JustFix.nyc.

For reference, the Medium article identified landlords with one building as tiny landlords; 2-5 buildings as small landlords; 6-20 buildings as medium landlords; 21-60 buildings as large landlords; and 61+ buildings as very large landlords. For the sake of comparison, the RGB analysis will use the same classifications.

The Medium article analyzed a total of 2.3 million units (See table: Distribution of Housing Units Owned, NYC 2018). It found that 13.0% of the units were owned by “tiny” landlords; 15.1% by “small” landlords; 19.8% by “medium” landlords; 24.6% by “large” landlords; and 27.4% by “very large” landlords.

Staff ran the same analysis as above, but just for buildings containing rent stabilized units. The analysis was done in two ways – both using just the number of rent stabilized units (a sample size of more than 875,000 units) as well as for all the units within buildings that contain rent stabilized units (including deregulated units, a sample size of 1.37 million units).

Based on just rent stabilized units registered with HCR in 2018, the breakdown (as based on almost 876,000 units) is as follows: 14.2% of the units were owned by “tiny” landlords; 18.9% by “small” landlords; 25.8% by “medium” landlords; 24.2% by “large” landlords; and 16.9% by “very large” landlords. Based on this analysis, the proportion of units owned by very large rent stabilized landlords skews lower than the overall population, as reported by JustFix.nyc. It is not known if this difference is because of the difference in methodology or because of a different ownership pattern among rent stabilized landlords than landlords of unregulated buildings.

This data was also analyzed using the total number of units in the building, regardless of regulation status (as reported by HPD). Per this analysis (based on almost 1.4 million units within rent stabilized buildings): 14.2% of the units were owned by “tiny” landlords; 18.1% by “small” landlords; 27.0% by “medium” landlords; 25.2% by “large” landlords; and 15.4% by “very large” landlords. Based on this analysis, the proportion of units owned by very large rent stabilized landlords skews lower than the overall population, as reported by Medium. It is not known if this difference is because of the difference in methodology or because of a different ownership pattern among rent stabilized landlords than landlords of unregulated buildings.

51 Note that the terms “buildings that contain rent stabilized units” and “rent stabilized buildings” are used interchangeably in this memo. A “rent stabilized building” contains at least one rent stabilized unit, but may also contain one or more units that have been deregulated.

52 The article does not specifically state that only rental buildings were analyzed, but based on the number of units, it is likely.

A table summarizing these three datasets follows:

**Table 1: Distribution of Housing Units Owned (by Unit Count)**

Landlord Size	JustFix.nyc (all rental units) <sup>53</sup>	RGB (rent stabilized units)	RGB (all units within rent stabilized buildings)
Tiny Landlords (1 Building)	13.0%	14.2%	14.2%
Small Landlords (2-5 Buildings)	15.1%	18.9%	18.1%
Medium Landlords (6-20 Buildings)	19.8%	25.8%	27.0%
Large Landlords (21-60 Buildings)	24.6%	24.2%	25.2%
Very Large Landlords (61+ Buildings)	27.4%	16.9%	15.4%
<i>Unit Count Sample</i>	<i>2,293,492</i>	<i>875,679</i>	<i>1,366,357</i>

Note that the analysis in the Medium article seems to imply that landlords who own more buildings are larger than ones who own less. Per the definitions in the article, a landlord with one building is a “tiny” landlord, and one with 21 buildings is a “large” landlord. But there are other ways to think about how large or small rent stabilized landlords are. For instance, under these definitions the landlord of 21 buildings with six units each (126 units, total) is a “large” landlord, but a landlord with one building with 600 units, or a single complex of thousands of units, is a “tiny” landlord. With that in mind, the data was analyzed in two other ways.

The number of rent stabilized buildings owned by each landlord (regardless of unit count) was analyzed. The RGB sample has just over 15,000 unique landlords. The data shows that 70.1% of these landlords are “tiny (i.e. own one building);” 21.7% are “small;” 6.2% are “medium;” 1.7% are “large;” and 0.4% are “very large.”

The number of units owned by individual landlords (both rent stabilized units and units overall) was also analyzed. Based on the HCR data (for rent stabilized units only), 61.4% of landlords own 10 rent stabilized units or less; 13.8% own between 11 and 20 units; 10.7% own between 21 and 50 units; 3.3% own between 51 and 75 units; 2.0% own between 76 and 100 units; and 8.8% of landlords own more than 100 rent stabilized units. To provide more context, 48.7% of landlords own six rent stabilized units or less; 5.2% own more than 200 units; and 3.6% own more than 300 units. As based on HPD unit counts (which includes market rate units): 52.3% of landlords of rent stabilized buildings own 10 units or less; 15.9% own between 11 and 20 units; 12.6% own between 21 and 50 units; 4.2% own between 51 and 75 units; 2.4% own between 76 and 100 units; and 12.5% of landlords own more than 100 units. To provide more context, 36.9% of landlords own six units or less; 7.8% own more than 200 units; and 5.6% own more than 300 units. This data is summarized in the following table.

**Table 2: Distribution of Housing Units Owned (by Unique Landlords)**

Number of Units Owned by Unique Landlords	Rent stabilized		All units	
	Count	Percentage	Count	Percentage
<i>Six Units or Less</i>	7,398	48.7%	5,601	36.9%
10 or less units	9,316	61.4%	7,944	52.3%
11-20 units	2,097	13.8%	2,416	15.9%
21-50 units	1,624	10.7%	1,914	12.6%
51-75 units	506	3.3%	633	4.2%
76-100 units	302	2.0%	367	2.4%
More than 100 units	1,331	8.8%	1,902	12.5%
<i>More than 200 units</i>	794	5.2%	1,179	7.8%
<i>More than 300 units</i>	552	3.6%	845	5.6%
<i>Number of Unique Landlords</i>	<i>15,176</i>		<i>15,176</i>	

As mentioned in the introduction, the Medium article also details

53 See Footnote 52.

some information specifically for rent stabilized buildings. Of the four rent stabilized data points in the article, there is only one that can be replicated by staff at this time. The article analyzed just over 40,000 buildings from the 2017 HCR database and found that 13.7% of the buildings are owned by “tiny” landlords; 19.3% by “small” landlords; 22.8% by “medium” landlords; 23.7% by “large” landlords; and 20.4% by “very large” landlords. Note that equivalent data for all buildings is not provided in this article. Note that the HCR file that they used (from our website) had 44,667 records. The difference between the sample size and the full list is most likely due to the treatment of multiple buildings on a single lot as a single property.

The same analysis was run by staff using HCR data from 2018. The 2018 HCR file contains over 47,000 buildings, with a sample size (after adjusting for duplicate BBLs) of just over 43,000 buildings. As already stated, a different methodology was used to estimate ownership. The RGB analysis of HCR data found that 24.7% of the buildings are owned by “tiny” landlords; 20.7% by “small” landlords; 22.3% by “medium” landlords; 19.5% by “large” landlords; and 12.7% by “very large” landlords. Based on our analysis, the number of buildings owned by large landlords is a smaller proportion than JustFix.nyc found. It is not known, but is likely, that the difference between the RGB analysis and the JustFix.nyc analysis is because of the difference in methodology. This data is summarized in the following table.

**Table 3: Distribution of Rent Stabilized Buildings (by Unique Landlords)**

Landlord Size	JustFix.nyc (rent stabilized buildings, 2017)		RGB (rent stabilized buildings, 2018)	
	Count	Percentage	Count	Percentage
Tiny Landlords (1 Building)	5,573	13.7%	10,644	24.7%
Small Landlords (2-5 Buildings)	7,863	19.3%	8,934	20.7%
Medium Landlords (6-20 Buildings)	9,280	22.8%	9,627	22.3%
Large Landlords (21-60 Buildings)	9,655	23.7%	8,433	19.5%
Very Large Landlords (61+ Buildings)	8,292	20.4%	5,500	12.7%
Total Buildings in Sample	40,663		43,138	

A Board member also requested if any data could be provided for medians (as opposed to averages). The RGB analysis of HCR data for rent stabilized buildings found that for the more than 15,000 individual landlords, the average number of rent stabilized units owned by a single one is 58, with a median of seven. The average number of units (including market rate) owned by a single landlord is 90, with a median of nine. The average number of properties owned by a single landlord is three and the median is one.

A specific question was also asked by a Board member regarding the following statement in the article: “An average HPD-registered apartment belonged to a 21 property, 893 unit portfolio, according to public HPD data.” Note that the quote from the article refers to all landlords, not just landlords of rent stabilized buildings. However, it is unclear to staff what this statement is referring to, and based on our analysis, we do not interpret it to mean that the average landlord owns 21 properties and 893 units (as was suggested by the Board member’s interpretation). Because the meaning of the statement is unclear, it cannot be replicated using our methodology.

**Summary**

In summary, the RGB cannot, at this time, replicate the methodology used by JustFix.nyc. If Board members request a more in-depth analysis, we can explore ways over the coming months to refine our methodology. While there are differences in methodology between the RGB and JustFix.nyc, we do again stress that most of the data in the article is for all properties within NYC, not just rent stabilized ones.

At this time, it is unknown how an analysis of rent stabilized buildings by JustFix.nyc, were they to undertake such an analysis, would compare with their analysis for buildings overall. This memo attempts to do that, although with a different methodology, so the data is not directly comparable. It is also not known how the unique analyses in this memo (those that were not undertaken by JustFix.nyc) would differ if computed using the JustFix.nyc methodology.

In addition, we remind Board members that the JustFix.nyc analysis does not take into account that buildings vary in size, and while a landlord may own many buildings, it does not necessarily mean that they own a lot of units.

[END OF MEMO]

**Buildings with Different Fuel and Utility Arrangements**

The Board was also informed of the circumstances of buildings with different fuel and utility arrangements including buildings that are master-metered for electricity and that are heated with gas versus oil (see Table 8). Under some of the Board’s Orders in the past, separate adjustments have been established for buildings in certain of these categories where there were indications of drastically different changes in costs in comparison to the generally prevailing fuel and utility arrangements. This year the Board did not make a distinction between guidelines for buildings with different fuel and utility arrangements under Order 52.

**Table 8**

Changes in Price Index of Operating Costs for Apartments in Buildings with Various Heating Arrangements, 2019-2020, and Commensurate Rent Adjustment		
Index Type	2019-20 Price Index Change	One-Year Rent Adjustment Commensurate With O&M to Income Ratio of .659
All Dwelling Units	3.7%	2.44%
Pre 1947	3.8%	2.50%
Post 1946	3.6%	2.37%
Oil Used for Heating	3.7%	2.44%
Gas Used for Heating	3.9%	2.57%

Note: The O&M to Income ratio is from the 2020 *Income and Expense Study*.  
Source: 2020 *Price Index of Operating Costs*.

**Adjustments for Units in the Category of Buildings Covered by Article 7-C of The Multiple Dwelling Law (Lofts)**

Section 286 sub-division 7 of the Multiple Dwelling Law states that the Rent Guidelines Board “shall annually establish guidelines for rent adjustments for the category of buildings covered by this article.” In addition, the law specifically requires that the Board, “consider the necessity of a separate category for such buildings, and a separately determined guideline for rent adjustments for those units in which heat is not required to be provided by the owner and may establish such separate category and guideline.”

The increase in the Loft Index this year was 6.2%, equal to the increase in 2019. Increases in costs were seen in all eight components that make up this index, with the exception of Fuel. Fuel was the only component to decrease, falling 8.0%. All other components increased, including Insurance Costs (16.5%), Administrative Costs-Legal (8.5%), Taxes (5.9%), Maintenance (4.8%), Labor Costs (3.6%), Utilities (2.2%) and Administrative Costs-Other (1.9%).

This year’s guidelines for lofts are 0.0% for a one-year period and 0.0% for the first year and 1.0% for the second year for a two-year period.

**Table 9**

Changes in the Price Index of Operating Costs for Lofts from 2019-2020	
	Loft O & M Price Index Change
All Buildings	6.2%

Source: 2020 *Price Index of Operating Costs*.

**Special Guidelines for Vacancy Decontrolled Units Entering the Stabilized Stock**

Pursuant to Section 26-513(b) of the New York City Administrative Code, as amended, the Rent Guidelines Board establishes a special guideline in order to aid the NYC Homes and Community Renewal in determining fair market rents for housing accommodations that enter the stabilization system. This year, the Board set the guidelines at 39% above the maximum base rent.

The Board concluded that for units formerly subject to rent control 39% above the maximum base rent was a desirable minimum increase.

**INCREASE FOR UNITS RECEIVING PARTIAL TAX EXEMPTION PURSUANT TO SECTION 421 AND 423 OF THE REAL PROPERTY TAX LAW**

The guideline percentages for 421-A and 423 buildings were set at the same levels as for leases in other categories of stabilized apartments.

This Order does not prohibit the inclusion of the lease provision for an annual or other periodic rent increase over the initial rent at an average rate of not more than 2.2 per cent per annum where the dwelling unit is receiving partial tax exemption pursuant to Section 421-A of the Real Property Tax Law. The cumulative but not compound charge of up to 2.2 per cent per annum as provided by Section 421-A or the rate provided by Section 423 is in addition to the amount permitted by this Order.

**Votes**

The votes of the Board on the adopted motion pertaining to the provisions of Order #52 were as follows:

	Yes	No	Abstentions
Guidelines for Apartment Order #52	6	3	-

Dated: June 17, 2020  
 Filed with the City Clerk: June 26, 2020

\_\_\_\_\_  
 David Reiss  
 Chair  
 NYC Rent Guidelines Board

**BIBLIOGRAPHY**

The City of New York Rent Stabilization Law of 1969 Section 26 - 501 et, seq.  
 Chapter 576 of the Laws of 1974 (The Emergency Tenant Protection Act).  
 Resolution Number 276 of 1974 of the New York City Council.  
 Chapter 203 of the Laws of 1977.  
 Chapter 933 of the Laws of 1977 (Open Meetings Law).  
 Local Laws of the City of New York for the year 1979, No. 25.  
 Chapter 234 of the Laws of 1980.  
 Chapter 383 of the Laws of 1981.  
 Local Laws of the City of New York for the Year 1982, No. 18.  
 Chapter 403 of the Laws of 1983.  
 Chapter 248 of the Laws of 1985.  
 Chapter 45 of the New York City Charter.  
 Chapter 65 of the Laws of 1987.  
 Chapter 144 of the Laws of 1989.  
 Chapter 167 of the Laws of 1991.  
 Chapter 253 of the Laws of 1993.  
 Rent Regulation Reform Act of 1997.  
 Chapter 82 of the Laws of 2003.  
 Chapter 97 of the Laws of 2011.  
 Rent Act of 2015.  
 Housing Stability and Tenant Protection Act of 2019.  
 Written, oral and video submissions by tenants, tenant organizations, owners, owner organizations, and elected officials.  
 RGB Staff, 2020 *Price Index of Operating Costs*.  
 RGB Staff, 2020 *Mortgage Survey Report*.  
 RGB Staff, 2020 *Income and Expense Study*.  
 RGB Staff, 2020 *Income and Affordability Study*.  
 RGB Staff, 2020 *Housing Supply Report*.  
 RGB Staff, *Changes to the Rent Stabilized Housing Stock in New York City in 2019*.  
 U.S. Bureau of the Census, *New York City Housing and Vacancy Surveys, 1970-2017*.

**NEW YORK CITY RENT GUIDELINES BOARD**

**2020 Hotel Order #50**

**June 17, 2020**

**Order Number 50 - Hotels, Rooming Houses, Single Room Occupancy Buildings and Lodging Houses.** Rent levels to be effective for leases commencing **October 1, 2020** through **September 30, 2021**.

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE NEW YORK CITY RENT GUIDELINES BOARD BY THE RENT STABILIZATION LAW OF 1969, as amended, and the Emergency Tenant Protection Act of 1974, as amended and implemented by Resolution No. 276 of 1974 of the New York City Council, and in accordance with the requirements of Section 1043 of the New York City Charter, that the Rent Guidelines Board hereby **adopts** the following levels of fair rent increases over lawful rents charged and paid on **September 30, 2020**.

APPLICABILITY

This order shall apply to units in buildings subject to the Hotel Section of the Rent Stabilization Law (Sections 26-504(c) and 26-506 of the N.Y.C. Administrative Code), as amended, or the Emergency Tenant Protection Act of 1974 (L.1974, c. 576 §4[§5(a)(7)]). With respect to any tenant who has no lease or rental agreement, the level of rent increase established herein shall be effective as of one year from the date of the

tenant's commencing occupancy, or as of one year from the date of the last rent adjustment charged to the tenant, or as of **October 1, 2020**, whichever is later. This anniversary date will also serve as the effective date for all subsequent Rent Guidelines Board Hotel Orders, unless the Board shall specifically provide otherwise in the Order. Where a lease or rental agreement is in effect, this Order shall govern the rent increase applicable on or after **October 1, 2020** upon expiration of such lease or rental agreement, but in no event prior to one year from the commencement date of the expiring lease, unless the parties have contracted to be bound by the effective date of this Order.

RENT GUIDELINES FOR HOTELS, ROOMING HOUSES, SINGLE ROOM OCCUPANCY BUILDINGS AND LODGING HOUSES

Pursuant to its mandate to promulgate rent adjustments for hotel units subject to the Rent Stabilization Law of 1969, as amended, (§26-510(e) of the N.Y.C Administrative Code) the Rent Guidelines Board hereby **adopts** the following rent adjustments:

The allowable level of rent adjustment over the lawful rent actually charged and paid on **September 30, 2020** shall be:

- 1) Residential Class A (apartment) hotels - **0%**
- 2) Lodging houses - **0%**
- 3) Rooming houses (Class B buildings containing less than 30 units) - **0%**
- 4) Class B hotels - **0%**
- 5) Single Room Occupancy buildings (MDL section 248 SRO's) - **0%**

NEW TENANCIES

No "**vacancy allowance**" is permitted under this order. Therefore, the rents charged for tenancies commencing on or after **October 1, 2020** and on or before **September 30, 2021** may not exceed the levels over rentals charged on **September 30, 2020**.

ADDITIONAL CHARGES

It is expressly understood that the rents collectible under the terms of this Order are intended to compensate in full for all services provided without extra charge on the statutory date for the particular hotel dwelling unit or at the commencement of the tenancy if subsequent thereto. No additional charges may be made to a tenant for such services, however such charges may be called or identified.

STATEMENT OF BASIS AND PURPOSE

The Rent Guidelines Board is authorized to promulgate rent guidelines governing hotel units subject to the Rent Stabilization Law of 1969, as amended, and the Emergency Tenant Protection Act of 1974, as amended. The purpose of these guidelines is to implement the public policy set forth in Findings and Declaration of Emergency of the Rent Stabilization Law of 1969 (§26-501 of the N.Y.C. Administrative Code) and in the Legislative Finding contained in the Emergency Tenant Protection Act of 1974 (L.1974 c. 576, §4 [§2]).

**Dated: June 17, 2020**

\_\_\_\_\_  
 David Reiss, Chair  
 New York City Rent Guidelines Board

EXPLANATORY STATEMENT - HOTEL ORDER #50

**Explanatory Statement and Findings of the Rent Guidelines Board  
 In Relation to 2020-21 Lease Increase Allowances for Hotels Under the Jurisdiction of the Rent Stabilization Law**

Explanatory Statement and Findings of the Rent Guidelines Board Concerning Increase Allowances for Hotel Units Under the Jurisdiction of the Rent Stabilization Law, Pursuant to Hotel Order Number 50, Effective October 1, 2020 through and including September 30, 2021.<sup>54</sup>

Pursuant to the authority vested in it by the Rent Stabilization Law of 1969 and the Emergency Tenant Protection Act of 1974, implemented by Resolution Number 276 of 1974 of the New York City Council, and extended by the Housing Stability and Tenant Protection Act of 2019, it is the responsibility of the Rent Guidelines Board to establish guidelines for hotel increases. Hotel Order Number 50, adopted on June 17, 2020, applies to stabilized hotel units occupied by non-transient tenants.

Hotel Order Number 50 provides for an allowable increase of **0%** over the lawful rent actually charged and paid on September 30, 2020 for rooming houses, lodging houses, Class B hotels, single room occupancy buildings, and Class A residential hotels. The Order does not limit rental levels for commercial space, non-rent stabilized residential units, or transient units in hotel stabilized buildings during the guideline period. The Order also provides that for any dwelling unit in a hotel stabilized building which is voluntarily vacated by the tenant

<sup>54</sup> This Explanatory Statement explains the actions taken by the Board on individual points and reflects the general views of those voting in the majority. It is not meant to summarize all viewpoints expressed.

thereof, the rent charged for a new tenancy may not exceed the rent charged on September 30, 2020.

**SPECIAL NOTE**

In the past the Board has adopted rent increases to the rent stabilized hotel universe. In recent years, when increases were granted, the Board adopted a proviso that was designed to deny owners from taking these increases under certain conditions. Since the Board voted a 0% increase for all classifications of rent stabilized hotels, this proviso is not included in Hotel Order 50. In the event that increases are considered for subsequent Hotel Orders, at such time the current members of the Rent Guidelines Board urge future Boards to consider reinstating this proviso or some form thereof. Below is the proviso and explanatory language previously adopted in Hotel Order 41:

Rooming house, lodging house, Class B hotel, single room occupancy building, and Class A residential hotel owners shall not be entitled to any of the above rent adjustments, and shall receive a **0% percent adjustment** if permanent rent stabilized or rent controlled tenants paying no more than the legal regulated rent, at the time that any rent increase in this Order would otherwise be authorized, constitute fewer than **85%** of all units in a building that are used or occupied, or intended, arranged or designed to be used or occupied in whole or in part as the home, residence or sleeping place of one or more human beings.

The following outlines the Rent Guidelines Board's intent of the above proviso:

The Board's intention for the meaning of this proviso is that ALL dwelling units in the hotel, whether occupied, vacant, rented to tourists, transients, contract clients, students or other non-permanent tenants, or to permanent rent stabilized tenants, be counted in the denominator of the calculation. The only type of units in the hotel that may be excluded from the denominator are units that are used as stores or for similar business purposes such as a doctor's office. The numerator of the calculation is the number of units occupied by permanent rent stabilized or rent controlled tenants.

*Here are two examples. One: a hotel has 100 units and 2 stores. 32 units are rented to permanent rent stabilized tenants, 10 are vacant and 58 are rented to transients and tourists. The calculation is as follows, the denominator is 100 and the numerator is 32. This calculation results in an occupancy percentage of LESS than 85% under the formula (32%) and an increase CANNOT be taken for the permanent stabilized tenants.*

*Two: a hotel has 150 units, 2 of which are used by a dentist and a doctor for their businesses, 8 are rented to tourists, 5 are vacant and 135 are occupied by permanent rent stabilized tenants. The denominator would be 148 and the numerator would be 135. This calculation results in an occupancy percentage of GREATER than 85% under the formula (91%) and an increase CAN be taken for the permanent stabilized tenants.*

**DEFINITIONS**

For the purpose of determining the appropriate classification of a hotel stabilized unit, the Board has set its definitions as follows:

- Residential hotels are "apartment hotels" which are designated as Class A multiple dwellings on the Certificate of Occupancy.
- Rooming houses are Class B multiple dwellings having fewer than thirty sleeping rooms as defined in Section 4(13) of the multiple dwelling law.
- A single room occupancy building is a Class A multiple dwelling which is either used in whole or in part for single room occupancy or as a furnished room house, pursuant to Section 248 of the multiple dwelling law.
- A Class B hotel is a hotel, which carries a Class B Certificate of Occupancy and contains units subject to rent stabilization.
- Lodging houses are those buildings designated as lodging houses on the Certificate of Occupancy.

**BACKGROUND**

Due to the COVID-19 health crisis, the Board held virtual public meetings and hearings.<sup>55</sup> Order No. 50 was issued following six virtual public meetings, two virtual public hearings, its review of written, oral and video submissions provided by the public, and a review of research and memoranda prepared by the Board's staff. Public meetings of the

55 On March 12, 2020, Governor Cuomo issued Executive Order Number 202.1 in part suspending "Article 7 of the Public Officers Law, to the extent necessary to permit any public body to meet and take such actions authorized by the law without permitting in public in-person access to meetings and authorizing such meetings to be held remotely by conference call or similar service, provided that the public has the ability to view or listen to such proceeding an that such meetings are recorded and later transcribed."

Board were held on April 23 and 30; and May 5 and 27, 2020 following public notices. On May 7, the Board adopted proposed rent guidelines for hotels, apartments, and lofts.

Two virtual public hearings were held on June 10 and June 11, 2020 to hear comments on the proposed rent adjustments for rent stabilized hotels and apartments. The hearings were held from 4:00 p.m. to 7:57 p.m. on June 10, and from 6:00 p.m. to 9:48 p.m. on June 11. The Board heard testimony from approximately one hotel tenants and tenant representatives, no hotel owners, and one public official. In addition, the Board received approximately two written, oral and video submissions from tenants and tenant representatives, no hotel owners, and one public official. On June 17, 2020, the guidelines set forth in Hotel Order Number 50 were adopted.

**Selected Oral and Written Testimony from Tenants and Tenant Groups:**

- "I think the data supports a rollback, at the very least a rent freeze. And I think if you listen to your heart and what tenants are going through in this City, you cannot increase the rents this time around."
- "The rents are pretty high and what's interesting to note is despite the rent freezes, the average rents have continued to go up year after year....On a square foot basis, SROs are a lot cheaper to operate because you have a single room, you have one common bathroom for four different units, five different units, depending on the building, and on a square foot basis they're far more profitable as well. So, SRO owners by and large are doing very well and SRO owners haven't even show up to testify in a large number of years now and...so many of them are doing quite well that they can't justify asking for an increase and they've stopped coming."
- "The key handful of points that we want drive home in similarly making a request for a zero percent for SROs this year is that SROs remain housing of last resort for lowest-income, most-vulnerable New Yorkers. They are, even though per square foot expensive, the total cost is lower than any other form of housing you can get in the unsubsidized private market and it where many of New York's people with disabilities live, it's where many seniors live, working poor people, people who without SROs would be in the homeless population and these are tenants who are not in a position to absorb any rent increase."
- "The rent from rent stabilized SRO units is not a meaningful, or at least not a huge source of income, for SRO owners...As the Board has done for the past several years, we ask that once again you do a zero."
- "I want to thank you for the preliminary vote you took on behalf of tenants living in the remaining SRO housing. You voted again for a 0% guideline and I want to thank you for that...SRO owners are doing quite well, they make extraordinary income from non-stabilized rentals. Owners are legally allowed to rent them [SRO units] out for transient purposes, so between the college rentals, the tourists, the special needs populations placed by the City, the vast majority of SRO operators are doing quite well and there's no reason to increase the rent on those remaining rent stabilized tenants."

**Selected Oral and Written Testimony from Owners and Owner Groups:**

- None Submitted

**Selected Oral and Written Testimony from Public Officials:**

- "I thank the Board for your thoughtful engagement with this process during these difficult times. I appreciate that you clearly did consider the adverse impact of COVID-19 on New Yorkers' health, housing stability, and economic outlook. I believe that your consideration is reflected in your preliminary proposal of a rent freeze for SROs."
- "I thank the Board for recommending 0% increase for SRO tenants, who are some of the city's most vulnerable residents."

**MATERIAL CONSIDERED BY THE BOARD**

In addition to oral and written testimony presented at its public hearing, the Board's decision is based upon material gathered from the 2020 Price Index of Operating Costs, prepared by the staff of the Rent Guidelines Board, reports and testimony submitted by owner and tenant groups relating to the hotel sector, and reports submitted by public agencies. The Board heard and received written testimony from invited guest speakers on May 5, 2020. Guest speakers representing hotel tenants included Brian Sullivan from Mobilization for Justice, Inc. and Larry Wood from the Goddard Riverside Law Project.

**FINDINGS OF THE RENT GUIDELINES BOARD**

**Rent Guidelines Board Research**

The Rent Guidelines Board based its determination on its consideration of the oral and written testimony noted above, as well as upon its consideration of statistical information prepared by the RGB staff set forth in these findings and the following reports:

1. 2020 Mortgage Survey Report, April 2020 (An evaluation of recent underwriting practices, financial availability and terms, and lending criteria);

2. *2020 Income and Affordability Study*, April 2020 (Includes employment trends, housing court actions, changes in eligibility requirements and public benefit levels in New York City);
3. *2020 Price Index of Operating Costs*, April 2020 (Measures the price change for a market basket of goods and services which are used in the operation and maintenance of stabilized hotels);
4. *2020 Housing Supply Report*, May 2020 (Includes information on the conversion of Hotels to luxury apartments and transient use, new housing construction measured by certificates of occupancy in new buildings and units authorized by new building permits, tax abatement and exemption programs, and cooperative and condominium conversion and construction activities in New York City); and,
5. *Changes to the Rent Stabilized Housing Stock in NYC in 2019*, May 2020 (A report quantifying all the events that lead to additions to and subtractions from the rent stabilized housing stock).

The five reports listed above may be found in their entirety on the RGB's website, [www.nyc.gov/rgb](http://www.nyc.gov/rgb), and are also available at the RGB offices, 1 Centre St., Suite 2210, New York, NY upon request.

**Price Index of Operating Costs for Rent Stabilized Hotel Units**

The Hotel Price Index includes separate indices for each of three categories of rent stabilized hotels (due to their dissimilar operating cost profiles) and a general index for all rent stabilized Hotels. The three categories of hotels are: 1) "traditional" hotels — a multiple dwelling that has amenities such as a front desk, maid or linen services; 2) Rooming Houses — a multiple dwelling other than a hotel with thirty or fewer sleeping rooms; and 3) single room occupancy hotels (SROs) — a multiple dwelling in which one or two persons reside separately and independently of other occupants in a single room.

The Hotel Price Index for all hotels that contain rent stabilized units increased 2.9% this year, a 2.6 percentage point decline from the 5.5% rise in 2019.

This year there were increases in all of the PIOC Hotel components except Fuel. The Fuel component was the only to decrease, falling 11.2%. The Fuel component accounts for just over 16% of the entire Hotel Index. The remaining six components all rose, with Insurance Costs rising 16.5%, Taxes 6.9%, Maintenance 3.6%, Labor Costs 3.5%, Administrative Costs 2.1% and Utilities 0.7%. See the table on this page for changes in costs and prices for all rent stabilized hotels from 2019-2020.

Among the different categories of Hotels, the index for "Traditional" Hotels increased 5.0%, Rooming Houses by 2.5% and SROs by 1.3%

**Percent Change in the Components of the Price Index of Operating Costs  
March 2019 to March 2020, By Hotel Type and All Hotels**

Item Description	All Hotels	Hotel	Rooming House	SRO
TAXES	6.9%	8.6%	5.3%	5.3%
LABOR COSTS	3.5%	3.9%	2.9%	3.3%
FUEL	-11.2%	-11.2%	-10.9%	-11.1%
UTILITIES	0.7%	2.0%	-1.6%	1.6%
MAINTENANCE	3.6%	3.4%	4.0%	4.1%
ADMINISTRATIVE COSTS	2.1%	1.8%	2.9%	2.7%
INSURANCE COSTS	16.5%	16.5%	16.5%	16.5%
<b>ALL ITEMS</b>	<b>2.9%</b>	<b>5.0%</b>	<b>2.5%</b>	<b>1.3%</b>

Source: *2020 Price Index of Operating Costs*

**Changes in Housing Affordability**

Preliminary results from the *2017 Housing and Vacancy Survey* were released in February of 2018, and showed that the vacancy rate for New York City is 3.63%. Approximately 44% of renter households in NYC are rent stabilized, with a vacancy rate of 2.06%. The survey also shows that the median household income in 2016 was \$44,560 for rent stabilized tenants, versus \$47,200 for all renters. The median gross rent for rent stabilized tenants was also lower than that of all renters, at \$1,375 versus \$1,450 for all renters. And rent stabilized tenants saw a median gross rent-to-income ratio of 36.0% in 2017, compared to 33.7% for all renters.<sup>56</sup>

56 "Selected Initial Findings of the 2017 New York City Housing and Vacancy Survey." NYC Department of Housing Preservation and Development. February 9, 2018.

NYC's economy in 2019 showed many strengths as compared with the preceding year. Positive indicators include growing employment levels, which rose for the tenth consecutive year, increasing 2.1% in 2019.<sup>57</sup> The unemployment rate also fell, declining by 0.3 percentage points, to 3.9%, the lowest level recorded in at least the last 44 years.<sup>58</sup> Gross City Product (GCP) also increased for the tenth consecutive year, rising in inflation-adjusted terms by 2.4% in 2019.<sup>59</sup> In addition, the number of non-payment filings in Housing Court fell by 24.3%, calendared cases by 22.3%,<sup>60</sup> and tenant evictions by 15.1%.<sup>61</sup> Homeless levels also fell for the first time in 11 years, by 0.9%.<sup>62</sup> There was also a decrease in cash assistance caseloads of 6.0%, while SNAP caseloads fell 5.0% and Medicaid enrollees fell 7.8%.<sup>63</sup> Inflation also rose at a slightly slower pace than the prior year, with the Consumer Price Index rising 1.7% in 2019, 0.2 percentage points slower than in 2018.<sup>64</sup> In addition, inflation-adjusted wages rose slightly during the most recent 12-month period for which data is available (the fourth quarter of 2018 through the third quarter of 2019), rising 0.4% over the corresponding time period of the prior year.<sup>65</sup>

The only negative indicator studied in this report was personal bankruptcy filings, which rose 3.8% in NYC in 2019.<sup>66</sup>

The most recent numbers, from the fourth quarter of 2019 (as compared to the fourth quarter of 2018), show many positive indicators, including cash assistance levels down 6.9%; SNAP recipients down 5.6%; GCP rising, by 2.2% in real terms; employment levels up 1.5%; the unemployment rate down 0.6 percentage points; homeless levels, down 1.4%; and in Housing Court, the number of cases heard (calendared) down 28.0%<sup>67</sup> and the number of non-payment filings down 31.7%.<sup>68</sup>

**On June 8, 2020 the staff of the Rent Guidelines Board released a memo to Board members with additional information concerning an update of Rent Guidelines Board study data. The memo follows:**

- 57 NYS Dept. of Labor; <http://www.labor.state.ny.us>; Data accessed March 2020. Data is revised annually and may not match data reported in prior years.
- 58 NYS Dept. of Labor; <http://www.labor.state.ny.us>; Data accessed March 2020. Data is revised annually and may not match data reported in prior years.
- 59 Data from the NYC Comptroller's Office as of March 16, 2020 GCP figures are adjusted annually by the New York City Comptroller's Office. The figures in this report are the latest available estimate from that office, based on inflation adjusted 2012 chained dollars.
- 60 Civil Court of the City of New York data.
- 61 NYC Department of Investigation, Bureau of Auditors data.
- 62 Data from the Policy & Planning Office of the NYC Department of Homeless Services (DHS), DHS daily reports, DHS Data Dashboard Tables, and monthly Citywide Performance Reporting reports. Note that in addition, the NYC Department of Housing Preservation and Development, the NYC Department of Youth and Community Development, and the NYC Human Resources Administration also operate emergency shelters, which house approximately 10,000 persons per night, which is not included in the totals presented in this report.
- 63 New York City Human Resources Administration. HRA Charts: <http://www.nyc.gov/html/hra/html/facts/charts.shtml>
- 64 Bureau of Labor Statistics; <http://www.bls.gov>; Data accessed March, 2020.
- 65 NYS Dept. of Labor; <http://www.labor.state.ny.us>; Data accessed March 2020. Data is revised annually and may not match data reported in prior years.
- 66 Administrative Office of the U.S. Courts; <https://www.uscourts.gov/statistics-reports/caseload-statistics-data-tables>; Accessed March, 2020.
- 67 This data is obtained from the Civil Court of the City of New York, which cannot provide exact "quarterly" data. The Court has 13 terms in a year, each a little less than a month long. This data is for terms 10-13, which is from approximately the middle of September through the end of the year. It is compared to the same period of the prior year.
- 68 See Endnote 13.

## Introduction

Due to a lag time of data, annual New York City Rent Guidelines Board (RGB) reports generally focus on data from the previous year or earlier. The full effect of the COVID-19 pandemic on the housing market and the economic condition of New Yorkers could not be quantified in these reports because very little recent data was available. This memo will detail as much recent data as we have available for analysis. Future editions of the reports will better reflect some of the hardships that our fellow New Yorkers are experiencing due to the COVID-19 pandemic.

## Federal Reserve “Current Economic Conditions”

The Federal Reserve recently published their most recent “Summary of Commentary on Current Economic Conditions by Federal Reserve District,” commonly known as the Beige Book, which is published eight times per year. Each Federal Reserve Bank gathers anecdotal information on current economic conditions in its District through reports from bank and branch directors and interviews with key business contacts, economists, market experts, and other sources. The most recent Beige Book was published on May 27, 2020 and is based on information collected on or before May 18, 2020.<sup>69</sup> The following five paragraphs are select excerpts from the Federal Reserve Bank of New York, as reported in the Beige Book on May 27. A summary of the Beige Book from April 15, 2020 (with comments related to the early stages of the COVID-19 pandemic), can be found in the supplement to the *2020 Income and Affordability Study*.<sup>70</sup>

*The Second District economy contracted substantially again in the latest reporting period, as widespread closures and stay-at-home orders severely constrained business activity. Employment continued to decline, and wages were mixed but down modestly, on balance. Businesses reported that input prices rose slightly but selling prices decreased slightly. Activity fell in every sector, with particularly widespread declines in leisure & hospitality. However, business contacts tended to be less pessimistic than in the prior report about the near-term outlook, and those in the manufacturing, construction, real estate, and health services sectors expected modest improvement. Consumer spending has fallen further, though there have been scattered reports of a nascent pickup in early May, as more parts of the economy have started to reopen. Tourism and travel have remained moribund, with hotels and airlines continuing to see very little business. Home sales and residential leasing activity have remained down sharply, as have commercial leasing and construction activity. Finally, banks reported further moderate weakening in loan demand, tighter credit standards, and higher delinquency rates but also greater leniency on existing loans.*

*The labor market has remained weak, as widespread layoffs have continued and hiring has been spotty. Two major employment agencies—one in New York City and another in upstate New York—reported that hiring was sluggish in April, though the latter noted a modest pickup in early May. A wide array of business contacts, as well as employment service firms, reported widespread layoffs and furloughs, especially at small to medium-sized businesses. However, the vast majority of these were viewed as temporary, with workers expected to be re-hired when business activity rebounds. Some businesses have already made efforts to recall laid off workers, as well as hire new workers. A number of these firms noted that this has been challenging, with many unemployed workers reluctant to return to work—some attributed this to generous unemployment benefits, as well as safety concerns. Reports from across business sectors remained negative. Contacts in leisure & hospitality, transportation, retail, and construction reported the most widespread staff reductions, while businesses in manufacturing, information, finance, and professional & business services noted modestly declining staffing levels. Looking ahead, contacts in both manufacturing and real estate said they expect a modest pickup in employment, while those in leisure & hospitality, retail, finance, and professional & business services projected steady staffing levels. Businesses across other sectors expected moderate staff cuts, on net, in the months ahead. Wages have mostly been flat to lower since the last report. Businesses in the hard-hit leisure & hospitality sector continued to report widespread reductions in wages, whereas contacts in health services and finance indicated steady to modestly rising wages. Contacts in other service industries reported modest declines in wages.*

*Service industry contacts reported continued widespread deterioration in business activity. Leisure & hospitality contacts reported particularly widespread declines in activity, as restaurants remained shut down for dine-in service and hotels suffered from an almost complete drop-off in travel and tourism. Contacts in*

*professional & business services also indicated steep declines in activity, while businesses in the information, health, and education sectors all reported more moderate, but still fairly widespread, declines. Looking ahead, business contacts continued to express great uncertainty about whether and when business would get back to reasonably normal levels, but there continued to be fairly widespread pessimism. A contact in air transportation expects any rebound in air travel to be slow and led by the leisure segment, noting a modest recent pickup in advance bookings for late 2020. A contact in New York City’s tourism sector expects any rebound in visitations to be slow—particularly for international visitors, the most profitable segment—noting that Broadway theaters are closed until at least Labor Day.*

*Home sales markets across the District have largely ground to a halt, with almost no new transactions and home viewing limited to virtual showings. The residential rental market has slowed but not quite as dramatically. A local real estate authority noted that new rental leasing in New York City was down about 70 percent, while renewals were up, and that there has been a pickup in demand for single-family home rentals outside the city. A major appraiser noted that it’s almost impossible to gauge changes in prices and rents during this pandemic due to a dearth of transaction activity. Commercial real estate markets across the District also remain moribund, with April marking a record low in new leasing activity and some companies pulling out of leases. A contact at a major commercial real estate firm estimated that only about 10 percent of tenants in both office and industrial space have fallen behind on rent, thus far, but that the corresponding rate for retail tenants is well over 50 percent. Even beyond that, for some mall retailers, rent is assessed a share of sales revenue. More generally, real estate contacts were more optimistic than contacts in other sectors about the near term outlook. New construction starts have essentially remained at zero, and ongoing construction projects remained paused, except where considered essential. However, this is likely to pick up as states ease restrictions on construction activity in the days ahead.*

*There was widespread interest, among businesses in all sectors, in the SBA Paycheck Protection Program loans, though some contacts expressed concerns about the program’s implementation and accessibility. Separately, small to medium sized banks across the District reported lower loan demand across all categories, but most dramatically from the commercial segment. Banks reported tightening credit standards across all categories except consumer loans. Loan spreads narrowed on all categories except C&I loans. Respondents reported widespread declines in average deposit rates. Bankers reported higher delinquency rates but more lenient policies for delinquent accounts across all categories.*

## April 2020 Unemployment Statistics

The most recently available unemployment rates for NYS and NYC are from April of 2020.<sup>71</sup> The unemployment rate considers the number of persons employed and unemployed, the combination of which is the labor force. To be considered unemployed, you must be actively looking for work. The unemployment rate in April of 2020 for New York City (NYC) was 14.6%, an increase from 3.7% in April of 2019. The unemployment rate considers, in part, the number of employed persons, which fell 18.5% (or 722,500 persons), as compared to April of 2019. The number of unemployed persons in this same time period rose 260.8% (or 393,000 persons). The overall labor force contracted by 8.1% (or 329,500 persons). The decline in the labor force indicates that a large number of persons either left NYC or are not actively looking for work. For reference, between 2008 and 2009 (when the NYC unemployment rate rose from 5.6% to 9.3%), the labor force contracted by 0.9%. Had more of those who lost employment been officially counted as “unemployed,” the unemployment rate would have been higher than 14.6%.

The following table illustrates the April 2020 unemployment rate for NYC, the boroughs of NYC, New York State (NYS), and the United States (U.S.), as compared to April of 2019. These rates are not seasonally adjusted. Recently released U.S. data shows that the May unemployment rate is a seasonally adjusted 13.3%<sup>72</sup> for the nation as a

71 NYC and NYS: <https://labor.ny.gov/stats/index.shtm>; U.S.: <http://www.bls.gov/webapps/legacy/cpsatab1.htm>.

72 The U.S. Bureau of Labor Statistics reported that an error in classifying workers who were “unemployed on temporary layoff” as being “employed but not at work” in March, April, and May of 2020 led to lower official unemployment rates. They estimate that the actual unemployment rate in May of 2020 was 16.4%, however they will not amend the 13.3% that was reported. See <https://www.bls.gov/cps/employment-situation-covid19-faq-may-2020.pdf> for more information.

69 <https://www.federalreserve.gov/monetarypolicy/beigebook202005.htm>.

70 <https://rentguidelinesboard.cityofnewyork.us/wp-content/uploads/2020/04/2020-1A.pdf>.



whole, compared to 14.7%<sup>73</sup> in April of 2020; 4.4% in March of 2020;<sup>74</sup> and 3.5% in February of 2020.

**April 2020 versus April 2019 Unemployment Rates**

Geography	April 2020	April 2019	Change (in percentage points)
New York City	14.6%	3.7%	10.9 pp
Bronx	16.5%	5.0%	11.5 pp
Brooklyn	14.6%	3.8%	10.8 pp
Manhattan	10.9%	3.3%	7.6 pp
Queens	16.4%	3.2%	13.2 pp
Staten Island	14.0%	3.6%	10.4 pp
New York State	15.0%	3.6%	11.4 pp
U.S.	14.4% <sup>75</sup>	3.3%	11.1 pp

It is important to note that even during a robust economy, not all City residents are a part of the labor force, and therefore cannot be considered “unemployed.” According to the 2018 *American Community Survey*, there are 6,839,186 persons aged 16 and over in NYC.<sup>76</sup> Of these, 63.5% (4.3 million persons) are in the labor force, and 36.5% (2.5 million persons) are not. Only those in the labor force (those either working or actively looking for work) are counted in the unemployment rate. In addition, there are methods of receiving income beyond employment and unemployment insurance compensation, both for those in and out of the labor force. There are 3,184,496 households in NYC, with 2,479,959 (77.9%) reporting earnings (either wages, salaries, or self-employment income) and 704,537 (22.1%) receiving income in other ways, such as fixed-income programs.<sup>77</sup> As a proportion of total households, 848,474 households (26.6%) receive Social Security income; 427,193 (13.4%) receive other retirement income; 251,672 (7.9%) receive Supplemental Social Security income; and 144,372 (4.5%) receive cash public assistance. In addition, 615,225 (19.3%) receive food stamps.

**April 2020 NYC Employment by Industry**

The most recently available employment figures by industry for NYC are from April 2020.<sup>78</sup> These are jobs located within New York City, regardless of the residency of the employees. The following table illustrates employment levels by industry in April of 2020 and the change from April of 2019. The largest proportional losses are in the Leisure and Hospitality and Construction sectors, with the largest net loss of jobs in the Leisure and Hospitality and Trade, Trade, and Utilities Sector (which includes retail trade). Overall, NYC employment levels fell 19.2% (or 891,800 jobs) between April of 2019 and April of 2020. These figures are not seasonally adjusted.

**April 2020 versus April 2019 Employment Levels by Industry, in Thousands**

Industry	April 2020	April 2019	Net Change	% Change
Natural Resources, Mining and Construction	78.10	161.30	-83.2	-51.6%

73 The actual estimated unemployment rate for April of 2020, in light of the reporting errors as described in footnote 19, is 19.5%. See <https://www.bls.gov/bls/employment-situation-covid19-faq-april-2020.htm#ques14> for more information.

74 The actual estimated unemployment rate for March of 2020, in light of the reporting errors as described in footnote 19, is 5.3%. See <https://www.bls.gov/cps/employment-situation-covid19-faq-march-2020.pdf> for more information.

75 See footnote 20.

76 <https://data.census.gov>.

77 Households can receive more than one type of fixed income, and fixed income can be received in addition to earnings by employment.

78 <https://labor.ny.gov/stats/index.shtm>.

Manufacturing	45.60	67.60	-22.0	-32.5%
Trade, Transportation, and Utilities	467.10	627.50	-160.4	-25.6%
Information	204.80	210.20	-5.4	-2.6%
Financial Activities	454.70	477.50	-22.8	-4.8%
Professional and Business Services	688.60	789.20	-100.6	-12.7%
Education and Health Services	968.00	1,068.30	-100.3	-9.4%
Leisure and Hospitality	131.30	466.80	-335.5	-71.9%
Other Services	140.00	194.80	-54.8	-28.1%
Government	578.70	585.50	-6.8	-1.2%
<i>Total, New York City</i>	<i>3,756.90</i>	<i>4,648.70</i>	<i>-891.8</i>	<i>-19.2%</i>

**Initial Unemployment Claims**

Initial unemployment claims for the 12-week period from March 8 through May 30, 2020, were reported by the NYS Department of Labor and the U.S. Department of Labor on a weekly basis.<sup>79</sup> Per the U.S. Department of Labor, “An initial claim is a claim filed by an unemployed individual after a separation from an employer. The claimant requests a determination of basic eligibility for the UI [Unemployment Insurance] program. When an initial claim is filed with a state, certain programmatic activities take place and these result in activity counts including the count of initial claims. The count of U.S. initial claims for unemployment insurance is a leading economic indicator because it is an indication of emerging labor market conditions in the country. However, these are weekly administrative data which are difficult to seasonally adjust, making the series subject to some volatility.”<sup>80</sup>

Initial claims in the first week of this crisis (March 8-14) rose by approximately 26% as compared to the week prior (to reach 6,580 claims).<sup>81</sup> For the next four weeks, claims rose each week as compared to the one before, with the largest proportional increases in the second and third weeks of the crisis (March 15-March 28), with increases of 485.4% and 273.4%, respectively. Rates fell for the first time between April 12-18, by 44%, and have both risen and fallen on a weekly basis since then. The greatest proportional increase since the week ending April 18 was in the week ending May 16, when initial claims rose 17.5% over the prior week. The largest proportional decrease was in the last week of this study, the week ending May 30, when initial claims fell 55.3% over the prior week. For reference, claims in NYS as a whole during this same week fell by 56.5% and claims in the U.S. as a whole fell 16.4%.

Over this 12-week period, 1,189,038 initial claims were filed by NYC residents, compared to 72,597 in the same period of 2019 (see table on the next page). This is an increase of 1,116,441 claims, or 1,538%. This compares to increases in initial claims in NYS of 1,353% (2.38 million claims) and in the U.S. of 1,562% (36.70 million claims).

At the borough level, claims rose by the smallest proportion in Manhattan, rising approximately 1,203% (or 168,951 claims); followed by the Bronx, at 1,238% (or 189,890 claims); Staten Island, at 1,422% (or 54,090 claims); Brooklyn, at 1,476% (or 331,448 claims); and by the most in Queens, at 2,194% (or 372,063 claims).<sup>82</sup> See the table below for a breakdown of initial unemployment claims for NYC, the boroughs of NYC, NYS, and the U.S. Note that the number of initial unemployment claims should not be equated to the number of people receiving unemployment benefits. For instance, the federal Department of Labor reports that approximately 1.8 million persons were receiving UI benefits in NYS during the week ending May 23, compared to the 2.5 million initial unemployment claims between March 8 and May 23.

Note that for at least the first five weeks of the 12-week period outlined above, the initial unemployment claims include those persons who

79 NYC and NYS: <https://labor.ny.gov/stats/weekly-ui-claims-report.shtm> and U.S.: [https://oui.doleta.gov/unemploy/claims\\_arch.asp](https://oui.doleta.gov/unemploy/claims_arch.asp).

80 <https://www.dol.gov/ui/data.pdf>.

81 This number was not directly reported by the NYS Department of Labor, but was imputed based on other data reported by this agency.

82 The first week of data for 2020 (March 8-14) was not available at the borough level and was estimated based on other known data, as were the comparison data from 2019 for initial unemployment claims for the period of March 8-21).

would not typically be eligible for NYS Unemployment Insurance (NYSUI), but were instead eligible for Pandemic Unemployment Assistance (PUA). This program is explained in more detail in the following section of the memo. During this period, PUA applicants were required to apply for (and be denied) NYSUI benefits before they could be approved for PUA. Beginning in mid-April, the State's application process was modified so that PUA claimants were no longer required to be denied UI benefits before being determined eligible for PUA. PUA is financed through the federal government and those receiving PUA are not considered to be receiving unemployment benefits by either NYS or the federal government. Therefore, early data on initial unemployment claims includes potentially tens of thousands of claims from those who ultimately received PUA (and not NYSUI), and later data on initial claims may not reflect the full extent of the unemployment crisis. In NYS, there were more than 658,000 initial claims for PUA benefits between April 26 and May 30 and federal Department of Labor reports show that there were more than 1.1 million continuing claims for PUA in NYS during the week ending May 16. It is not known how many of these initial/continuing claims were in NYC.

**Over-the-Year (OTY) Change in Initial Unemployment Claims (Cumulative)**

Geography	2020 (March 8-June 6)	2019 (March 10-June 8)	OTY Net Change	OTY % Change
New York City	1,189,038	72,597	1,116,441	1,538%
Bronx*	205,227	15,337	189,890	1,238%
Brooklyn*	353,901	22,453	331,448	1,476%
Manhattan*	182,995	14,043	168,951	1,203%
Queens*	389,023	16,960	372,063	2,194%
Staten Island*	57,893	3,803	54,090	1,422%
New York State	2,552,683	175,714	2,376,969	1,353%
U.S.	39,055,113	2,350,305	36,704,808	1,562%

\*Borough rates are very close estimates. See footnote 29 for more details.

The NYS Department of Labor also reports on the industries most affected, as based on initial unemployment claims.<sup>83</sup> This data is not available at the Citywide level. For reference, the NYS labor force was 9.6 million in February of 2020, of which NYC makes up 43%. Per NYS Department of Labor information, for the 12 weeks studied in this supplement, the industry with the largest net change in employment was Accommodation and Food Services, which saw an increase in initial unemployment claims of 382,621, or 1,936% for NYS as a whole. The average salary in this industry in NYC in 2019 is \$38,729. Retail Trade also saw a large increase in initial unemployment claims, with an increase of 285,198 claims in 12 weeks, or 2,289%. The average salary in this industry in NYC is \$46,583. The Health Care and Social Assistance sector rose by 265,303 claims, or 1,941%. The average salary in this industry in NYC is \$51,960. The Administrative and Support Services sector saw an increase in initial claims of 183,343, or 877%. The average salary in this industry in NYC is \$70,462. The Construction and Utilities sector saw an increase in initial claims of 163,017 during this period, or an increase of 648%. The average salary in this industry in NYC is \$88,034. Other sectors that had an increase of initial claims of more than 100,000 include Other Services and Manufacturing. In addition, for jobs that cannot be classified (the "Unclassified" sector), initial claims rose by 330,235 in this 12-week period, an increase of 14,173%. It is not possible at this time to ascertain if the change in NYC in these industries would be at the same proportions as NYS as a whole.

**Changes to Unemployment Insurance Compensation**

In the wake of the COVID-19 crisis, NYS and the federal government have both expanded eligibility and increased compensation for unemployed persons for the period of at least April 4, 2020 to July 31, 2020 (these dates are accurate as of the publication of this memo). The new guidelines expand eligibility for some of those who do not typically qualify for unemployment insurance (the self-employed, parents caring for children who are currently home-schooled, and those who are taking care of a family member with COVID-19 or who experienced the death of the head of household due to COVID-19, among other

83 The net change in employment is from <https://labor.ny.gov/stats/PDFs/Research-Notes-Initial-Claims-WE-5302020.pdf>, while the average wage data for NYC is derived from the Quarterly Census of Employment and Wages for 2019 (<https://labor.ny.gov/stats/lscqw.shtm>).

categories). Individuals who would not normally qualify for NYS Unemployment Insurance (NYSUI) will be covered at the same rates as those who do, through the federal Pandemic Unemployment Assistance program. In addition, all recipients of either PUA or NYSUI will receive an additional \$600 per week through the federal Pandemic Unemployment Compensation program.<sup>84</sup>

Prior to COVID-19 crisis, the maximum NYSUI compensation was \$504 per week (or \$2,184 per month), for those making \$52,416 per year or more. The typical compensation for those making below \$52,416 is half of the salary the claimant was earning before becoming unemployed.<sup>85</sup> NYSUI is normally capped at 26 weeks of compensation, but will be extended an additional 13 weeks, for a total of up to 39 weeks of benefits.

For more information on unemployment insurance compensation, see the supplement to the 2020 *Income and Affordability Study*.<sup>86</sup>

**NYC Economic Data**

The Office of the NYC Comptroller and the NYC Office of Management and Budget both analyze the City's finances and make forecasts about the economic health of NYC.

Per the Comptroller's Office (as of May 21, 2020):<sup>87</sup>

*Prior to the lockdown, the City's economy was strong and, by many measures, outperforming the U.S. Now, the Office of the Comptroller is estimating that the City's economy has already fallen 4.2 percent in the first quarter of 2020 and will fall 31 percent in the second quarter before recovering 15.7 and 6.0 percent, respectively, in the third and fourth quarters.*

*The outlook for the City's economy is somewhat more uncertain than the nation's. The same considerations that will determine the trajectory for the U.S. economy, whether a viable vaccine can be developed in the near term, whether residents will be comfortable in resuming their activities in the absence of one, whether businesses will require employees to resume their activities on-site or whether they will continue to work remotely, whether tourists will feel comfortable traveling once again, are equally important for the City's outlook and equally unanswerable at this time. What makes New York City more at risk is its vulnerability to future waves of infection and our dependence on both vacation visitors and business travelers.*

*While our baseline assumption is that U.S. economic activity will begin to slowly recover in 2020 Q3, the City's recovery will be slower given the devastating impact the pandemic has had on the City. The City's unique characteristics, in terms of its density and reliance on mass transit, will also make for a more challenging recovery in the City and a more staggered re-opening. While most sectors of the City's economy are expected to be almost fully recovered by the end of 2022, industries that interact more closely with the public, such as restaurants and bars will resume either more slowly, or in a different manner compared to pre-COVID-19 world that could result in long-term reduced economic activity. The tourism and entertainment industries will likely see the slowest recovery due to their reliance on travelers.*

*If the broader economy outside of the tourism and entertainment sectors were to open more slowly than reflected in our baseline assumption, the impact on the City's economy and revenue outlook would darken considerably as domino effects begin to spread throughout the economy.*

*The forecasts for employment and wages are driven by the extent to which different industries will be directly impacted by the shutdown, and the extent to which firms will respond to the shutdown by cutting payroll either through employment, wages, or both. This is expected to vary considerably among industries. Some office professionals have been able to work at least in some capacity remotely during the shutdown while other sectors that rely on interaction with the public have closed. High paying sectors such as finance have greater flexibility in maintaining employment at current levels through cuts in flexible pay than sectors that rely on wage workers, such as retail. Already some leaders on Wall Street have announced that they will attempt to mitigate job losses, although cutbacks in bonus pay may result as a tradeoff.*

*The degree to which business have been impacted by the pandemic largely depends on the extent to which they rely on interacting with the public directly. Industries that can work remotely, mainly*

84 <https://dol.ny.gov/pandemic-unemployment-assistance>.

85 <https://labor.ny.gov/benefit-rate-calculator/>.

86 <https://rentguidelinesboard.cityofnewyork.us/wp-content/uploads/2020/04/2020-IA.pdf>.

87 "Comments on New York City's Fiscal Year 2021 Executive Budget." Office of the NYC Comptroller. May 21, 2020.

office-using professions, have been less impacted, at least for now, and spillover effects have been contained, based on data available from State unemployment claims. This distinction informs the forecast for sectoral employment.

The retail, accommodation and food services, and arts and entertainment sectors of the economy are expected to be most severely impacted (losses exceeding 70 percent) by the shutdown given their greater reliance on dealing with the public. Other industries such as manufacturing, construction and real estate are also expected to experience significant if somewhat less severe job losses. Industries that can rely on telecommuting such as finance, professional and business services, management companies, and information are expected to suffer proportionately fewer losses and rebound fairly quickly.

Peak employment losses are expected to total more than 900,000 in 2020 Q2, with losses heavily concentrated in accommodation and retail. Year over-year job losses are expected to decline by over 10 percent in 2020. Even though job growth is expected to return at a fairly rapid clip we do not anticipate returning to 2019 peak employment levels until 2023 as some of the tourism and entertainment sectors continue to lag behind.

The near-term impact of the shutdown on wages for City workers is also expected to be extremely severe. Already Wall Street firms have signaled that in order to curtail job losses, bonuses or flexible pay will be cut. Bonuses across all industries are expected to be reduced considerably, by as much as 30 to 40 percent. The majority of City workers who do not earn bonuses will also see reduced wages as a result of layoffs, reduced work hours, pay freezes, or even pay cuts to lower-paid salaried employees. Overall, City wages are expected to decline by 5.1 percent year over year. To put this into perspective the overall wage loss in the 2001 recession was 2.6 percent, and 8.0 percent during the Great Recession when the finance industry was most severely impacted. As with the rest of the economy, the forecast assumes that growth in wages will gradually resume in 2021 and by 2024 be back to pre-COVID-19 levels.

Given the depth of the devastation to the budget, the City will need Federal support to weather the fiscal challenges in the coming fiscal years. Without Federal support, the fiscal challenge facing the City will be further compounded by the shifting of costs from the State to the City. In the absence of any Federal provision of budget relief to states and locality, the State has already announced its intention to make \$8.2 billion in recurring cuts to local aid. In order to avoid drastic cuts in services in a time when these services are needed more than ever, the City will need to seek creative and innovative ways to reduce spending, and the Federal government will have to do its part to provide budget relief to state and localities.

The report also forecasts job losses in the second quarter of 2020. Per the Comptroller's forecasts, in the second quarter of 2020 the hardest hit industry (as measured by net job loss) will be Accommodation and Food Services, which is projected to lose 184,300 jobs in NYC. Retail Trade is projected to lose 178,000 jobs; Health Care and Social Assistance, 159,700 jobs; Construction, 63,200 jobs; Professional, Scientific, and Technical Services, 54,400 jobs; Arts, Entertainment, and Recreation, 48,900 jobs; Other Services, 39,300 jobs; Administrative Services, 34,700 jobs; Wholesale Trade, 27,900 jobs; Manufacturing, 27,400 jobs; Real Estate, 26,400 jobs; Transportation and Warehousing, 25,700 jobs; Financial Activities, 13,600 jobs; Educational Services, 10,200 jobs; Information, 8,400 jobs; Management of Companies, 2,900 jobs; and Utilities, 600 jobs. This is a total loss of 905,700 jobs.

This report also details projections from both the Comptroller's Office and the NYC Office of Management and Budget (OMB) with respect to Gross Domestic Product (GDP), Gross City Product (GCP), job growth, and wage growth. The following table outlines these projections.

**Selected Economic Indicators Forecasts (Annual Averages)**

Selected Economic Indicators	Agency	2020	2021	2022	2023	2024
Real GDP (2012 \$, % Change)	Comptroller	-4.6%	3.2%	3.0%	2.6%	2.2%
	OMB	-5.4%	6.3%	4.0%	1.6%	1.3%
Real GCP (2012 \$, % Change)	Comptroller	-6.0%	2.3%	1.0%	0.9%	0.9%
	OMB	-12.9%	12%	0.8%	0.2%	1.1%
Payroll Jobs (Change in Thousands)	Comptroller	-507.0	343.0	90.0	64.0	46.0
	OMB	-350.4	213.3	130.3	72.9	55.4

Wage-Rate Growth (% Change)	Comptroller	-5.1%	0.8%	2.3%	2.1%	1.9%
	OMB	-3.4%	2.5%	3.3%	2.4%	2.2%

The Comptroller's Office also analyzed real estate transaction data from the NYC Department of Finance (DOF). In the last half of March 2020 (March 16-31), the number of transactions of 1- to 3-family homes declined by 47 percent; coops by 54 percent; condos by 44 percent; and rental buildings by 66 percent, compared to the second half of March 2019. The Comptroller's Office projects that real estate transactions will slow to a virtual halt in the second quarter of 2020, with continuing stay-at-home orders making transactions challenging.

A separate report from the Comptroller's Office, released on June 1, 2020, provides similar data on real estate transactions for March and April combined.<sup>88</sup> Per the report, residential real estate transactions fell from 7,607 in March and April of 2019 to 4,517 in March and April of 2020, a drop of 40.6%. An analysis of the same DOF building sales data by staff found that in March and April of 2019, 93 buildings containing rent stabilized units were sold. During the same time period of 2020, 42 were sold, a decline of 54.8%. Note that the 2019 data precedes both the passage of the Housing Stability and Tenant Protection Act of 2019 as well as the COVID-19 pandemic.

The Comptroller report also analyzed building permit data, both for alterations and new construction. Note that the permit data includes both initial permits and renewals of permits that were previously issued. For the week ending March 14, there were 2,198 permits issued (including 318 new buildings and 1,800 alterations). The following week the total number of permits issued fell to 1,885, a 14.2% decline. Permits then fell in all but one of the next seven weeks, reaching a low of 665 permits in the week that ended May 2 (including 93 new buildings and 572 alterations). This is a decrease as compared to the week ending March 14 of 69.7% (including a decrease of 70.8% in new buildings and 69.6% in alterations). For the week ending May 9 (the most recent report available), permits rose to a total of 1,079 (including 255 new buildings and 824 alterations), an increase of 62.2% as compared to the week prior.

**Select Current and Proposed COVID-19 Legislation**

In the wake of the COVID-19 crisis, lawmakers are working on plans to ease the financial burden for Americans. One such plan has already been enacted into law. Eligible households are receiving a one-time "Economic Impact Payment" of up to \$1,200 for individuals with adjusted gross income below \$75,000. Married couples filing taxes jointly, who earn under \$150,000, will receive \$2,400 and head of household filers can earn up to \$112,500 to receive the full payment. The government will also pay \$500 per qualifying child. For filers with income above those amounts, the payment amount is reduced by \$5 for each \$100 above the thresholds. Filers with no children and adjusted gross income exceeding \$99,000 for singles; \$136,500 for heads of household; and \$198,000 for joint filers are not eligible and will not receive payments.<sup>89</sup> On June 3, the U.S. Department of the Treasury and IRS announced that 159 million Economic Impact Payments, worth more than \$267 billion, had been distributed and that payments had been sent to all eligible Americans for whom the IRS has the necessary information to make a payment.<sup>90</sup>

On March 20, 2020, an Executive Order issued by NYS Governor Cuomo enacted an eviction moratorium for a period of 90 days.<sup>91</sup> On May 7, 2020, the moratorium was extended for an additional 60 days, until August 20, but with language that specified that the moratorium extends only to those renters eligible for unemployment insurance or benefits under state or federal law or otherwise facing financial hardship due to the COVID-19. In addition, the Executive Order bans late payments or fees for missed rent payments until August 20, and allows renters facing financial hardship due to COVID-19 to use their security deposit as payment and repay their security deposit over time.<sup>92</sup>

88 New York City by the Numbers Weekly Economic and Fiscal Outlook." Office of the NYC Comptroller. June 1, 2020.

89 <https://www.irs.gov/coronavirus/economic-impact-payment-information-center>.

90 <https://home.treasury.gov/news/press-releases/sm1025>

91 <https://www.governor.ny.gov/news/no-2028-continuing-temporary-suspension-and-modification-laws-relating-disaster-emergency>

92 <https://www.governor.ny.gov/news/no-20228-continuing-temporary-suspension-and-modification-laws-relating-disaster-emergency>

On May 28, 2020, a bill, the “Emergency Rent Relief Act of 2020” was passed by both the NYS Senate and Assembly. As of June 8, it has been delivered to, but not yet been signed into law by, the Governor. The program would authorize NYS Homes and Community Renewal to provide rental assistance vouchers to landlords on behalf of tenants with an increase in rent burden (due to a loss of income) as a result of the COVID-19 pandemic. The program’s spending cap is \$100,000,000. The coverage period would extend from April 1 through July 31. A tenant is defined as having a rent burden if their rent is more than 30% of household income. Households would be eligible if they made up to 80% Area Median Income prior to March 7, as well as at the time of application; have a rent burden both prior to March 7 and at the time of application; and have lost income during the covered period. The subsidy would be a voucher paid to the landlords for the gap between their pre-COVID rent burden and their new rent burden, up to 125% Fair Market Rent.<sup>93</sup>

On May 27, 2020, a bill, the “Tenant Safe Harbor Act” was passed by both the NYS Senate and Assembly. As of June 8, it has not yet been delivered to, or been signed into law by, the Governor. The bill provides that for the duration of the “State Disaster Emergency,” as declared by Governor Cuomo, that the courts are prohibited from issuing a warrant of eviction or judgment of possession against a residential tenant or other lawful occupant that suffered financial hardship during the COVID-19 covered period for the nonpayment of rent that accrues or becomes due during the COVID-19 covered period. It also allows tenants to raise financial hardship as an affirmative defense and provides factors a court may examine in determining hardship. It also allows courts to award a judgment for the rent due and owing to a landlord in a summary proceeding under Article 7 of the Real Property Actions and Proceedings Law.<sup>94</sup>

This is not a complete summary of bills introduced in relation to the COVID-19 crisis and there is currently no way to ascertain if additional bills will be introduced and passed at either the local, state, or federal level.

**Summary**

This memo provides updates to data from RGB annual reports, including employment data; legislative actions; and data from the Federal Reserve Bank of New York and the Comptroller’s Office regarding the economic health of NYC. While this memo details as much recent data as we have available for analysis, future editions of the reports will better reflect some of the hardships that our fellow New Yorkers are experiencing due to the COVID-19 pandemic.

[END OF MEMO]

**Consumer Price Index**

The Board reviewed the Consumer Price Index. The table that follows shows the percentage change for the NY-Northeastern NJ Metropolitan area since 2011.

Percentage Changes in the Consumer Price Index for the New York City - Northeastern New Jersey Metropolitan Area, 2011-2019 (For “All Urban Consumers”)									
	2012	2013	2014	2015	2016	2017	2018	2019	2020
1st Quarter Avg. <sup>95</sup>	2.7%	2.1%	1.4%	-0.2%	0.7%	2.5%	1.6%	1.5%	2.3%
Yearly Avg.	2.0%	1.7%	1.3%	0.1%	1.1%	2.0%	1.9%	1.7%	NA

Source: U.S. Bureau of Labor Statistics.

**Effective Rates of Interest**

The Board took into account current mortgage interest rates and the availability of financing and refinancing. It reviewed the staff’s 2020 Mortgage Survey Report of lending institutions. The table below gives the reported rate and points for the past ten years as reported by the Mortgage Survey.

93 <https://www.nysenate.gov/legislation/bills/2019/s8419>.

94 <https://www.nysenate.gov/legislation/bills/2019/s8192/amendment/b>.

95 1<sup>st</sup> Quarter Average refers to the change of the CPI average of the first three months of one year to the average of the first three months of the following year.

2020 Mortgage Survey <sup>96</sup> Average Interest Rates and Points for New and Refinanced Permanent Mortgage Loans 2011-2020										
New Financing of Permanent Mortgage Loans, Interest Rate and Points										
	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020
Avg. Rates	5.8%	4.6%	4.4%	4.9%	4.3%	4.0%	4.3%	4.8%	4.7%	4.0%
Avg. Points	0.61	0.63	0.59	0.54	0.70	0.42	0.44	0.44	0.38	0.22

Source: 2011–2020 Annual Mortgage Surveys, RGB.

**SRO Housing and Airbnb Rentals**

Conversion of single room occupancy (SRO) buildings also continued over the past year. SRO owners may convert SRO housing to other uses after obtaining a “Certificate of No Harassment” from HPD. For the first time in four years, the number of approved certificates rose, from 83 in 2018 to 90 in 2019, an increase of 8.4%.<sup>97</sup>

Efforts are also underway to ensure that SROs are used for permanent housing rather than as transient hotels. As of May 1, 2011, laws were newly passed strengthening the City’s ability to crack down on housing being used illegally for transient occupancy. Transient occupancy is now clearly defined as stays of fewer than 30 days.<sup>98</sup> Governor Cuomo signed a bill in October of 2016 that further increased the fine for illegally advertising short-term rentals to as much as \$7,500.<sup>99</sup>

Between May of 2011 and March of 2020, approximately 19,538 violations have been issued by the Mayor’s Office of Special Enforcement (OSE) to illegal hotel operators (including private apartments, hostels, and SROs). This includes 3,335 violations issued between April 2019 and March 2020, a 3.1% increase from the 3,235 violations over the same time period of the prior year.<sup>100</sup>

A law passed in July of 2018 would require online home-sharing sites to disclose to the OSE, on a monthly basis, all listings within NYC. The data would include the identities and addresses of the hosts, and companies would potentially be subject to fines of \$1500 or more for each listing not disclosed.<sup>101</sup> The law was intended to go into effect in February of 2019, but as of May, 2020 was still being litigated in court. In the meantime, home-sharing sites are responding to individual subpoenas issued by OSE, and have provided in-depth transactional information about specified users and locations, as well as thousands of partially anonymized listings produced in response to a subpoena targeting all listings for entire homes or listings offering occupancy to three or more guests.<sup>102</sup>

Data from these subpoenas was used in several lawsuits filed by OSE in 2019, including a suit in January against ring of operators and buildings that the subpoena data revealed had generated over \$20 million in revenue by operating at least 130 apartments in 35 different buildings as short-term rentals.<sup>103</sup> Another lawsuit, in December, charged the owners of four Manhattan buildings (three of which contained rent stabilized units) with harassing tenants; reporting units being used as

96 Institutions were asked to provide information on their “typical” loan to rent stabilized buildings. Data for each variable in any particular year and from year to year may be based upon responses from a different number of institutions.

97 NYC Department of Housing Preservation and Development.

98 “Mayor Bloomberg Announces Results of City’s Efforts to Curb Dangerous Illegal Hotels in New York City After State Legislation Enhances Enforcement Abilities.” Mayor’s Office Press Release 157-12. April 27, 2012.

99 “Cuomo Signs Bill that Deals Huge Blow to Airbnb,” New York Post, October 21, 2016.

100 Office of the Criminal Justice Coordinator, Mayor’s Office of Special Enforcement.

101 Judge Blocks New York City Law Aimed at Curbing Airbnb Rental.” New York Times. January 3, 2019.

102 New York State Unified Court System: [https://iapps.courts.state.ny.us/nyscef/DocumentList?docketId=Jfu\\_PLUS\\_apxJKXzTtYUhKAGyEA=&display=all&courtType=New%20York%20County%20Supreme%20Court&resultsPageNum=1](https://iapps.courts.state.ny.us/nyscef/DocumentList?docketId=Jfu_PLUS_apxJKXzTtYUhKAGyEA=&display=all&courtType=New%20York%20County%20Supreme%20Court&resultsPageNum=1).

103 “De Blasio Administration Sues Firm For Running \$20 Million Illegal Short-term Rental Operation.” Press Release, Mayor’s Office. January 14, 2019.

short-term rentals as vacant to New York State Homes and Community Renewal; as well as converting units into illegal sub-units, for the purpose of increasing the inventory of short-term rentals.<sup>104</sup>

**OTHER RELEVANT INFORMATION**

The NYS Division of Housing and Community Renewal released a memo to the Board dated May 7, 2020 in which they outline information from their registration database relating to Hotels/SROs/Rooming Houses. The following is an excerpt from that memo (Pages 2-3):

6. What is the total number of SRO/Hotel units registered with the DHCR in 2019? How many of these units are rent stabilized? How many are temporarily and permanently exempt? How many are registered as transient? How many as vacant?

<b>Rent Stabilized Units</b>	<b>9,725</b>
<b>Vacant Units</b>	<b>1,345</b>
<b>Temporary Exempts Units</b>	<b>4,161</b>
<b>Permanent Exempt Units</b>	<b>187</b>
<b>Total Number of Units</b>	<b>15,418</b>

7. What is the total number of SRO/Hotel units registered with the DHCR on an annual basis from 2009-2019?
  - In 2012 the total number of units registered was 19,757
  - In 2013 the total number of units registered was 17,792
  - In 2014 the total number of units registered was 18,787
  - In 2015 the total number of units registered was 18,322
  - In 2016 the total number of units registered was 16,996
  - In 2017 the total number of units registered was 16,469
  - In 2018 the total number of units registered was 16,480 and
  - In 2019 the total number of units registered was 15,418
8. What is the average and median rent for rent stabilized SRO/Hotel units in 2019?
  - The average rent stabilized rent for SRO/Hotel units in 2019 is \$1,203.36; the median rent is \$1,202.78.

**On April May 1, 2020, staff released a memo to the Board analyzing hotel data contained in the NYS Division of Housing and Community Renewal's 2018 and 2019 apartment and building registration databases. Below is the memo in its entirety.**

Since 2007, Rent Guidelines Board staff has periodically<sup>105</sup> analyzed registration data<sup>106</sup> filed with New York State Homes and Community Renewal (HCR) by owners of hotels and rooming houses.<sup>107</sup> Owners register their properties annually with HCR, including the type of property (in this case, hotel or rooming house) as well as the legal rent as of April 1 of each year. If applicable, the registration information also includes actual and preferential rents. Prior to 2017, staff relied on the registration information provided by the owner or managing agent to identify hotels and rooming houses. However, a close analysis of the data showed that there were registration errors and many apartment buildings were being registered as hotels or rooming houses.

A memo issued on June 12, 2017 outlined a new methodology, which attempted to correct for registration errors in HCR data (the full methodology can be found in that memo).<sup>108</sup> As it's very unlikely that

104 "Office of Special Enforcement Sues to Stop Displacement of Rent-Stabilized Units in Four East Village Buildings." Press Release, Mayor's Office of Special Enforcement. December 19, 2019.

105 Previous memos are from June 4, 2007; June 4, 2009; June 12, 2012; June 4, 2013; May 22, 2015; June 12, 2017, May 31, 2018 and April 22, 2019, which analyzed hotel registration data filed with the NYS Homes and Community Renewal (HCR) in 2005, 2008, 2011, 2012, 2014, 2015/2016, 2016/2017 and 2017/2018, respectively.

106 Each year owners are required to provide HCR with listings of every rent stabilized unit in their buildings, including the rent level and whether the unit is currently rent stabilized, vacant, or permanently or temporarily exempt.

107 Single Room Occupancy (SRO) residence is not a category available for registration. SRO residences would most commonly be registered as a hotel.

108 Prior to 2017, staff had relied on owners to provide correct information regarding the type of building being registered. In some cases, staff individually examined selected records with especially high rent levels to determine if the building was in fact a hotel or rooming house, and then omitted these records from the analysis if it was found to be incorrectly registered. However, as a general rule, staff used the building type information reported by owners without any secondary checks. The 2017 analysis attempted to compile a more accurate list of rooming houses and hotels by individually researching those buildings which self-identified as such and eliminating those buildings that were more likely to be Class A apartment buildings. The full methodology for that process is outlined in the June 12, 2017 memo.

rooming houses or hotels will newly register with HCR, the basis for the 2020 analysis (and those that will follow) are the same set of buildings identified in 2017.<sup>109</sup> At that time, staff identified and reported data on 174 rooming houses and 83 hotels. For the 2020 analysis, staff searched the two most recent HCR registration files for the same group of buildings identified in the 2017 memorandum.<sup>110</sup>

This memorandum sets forth staff's most recent analysis, which includes data on rent levels for rent stabilized units in rooming houses and hotels identified from HCR registration filings for 2018 and 2019.<sup>111</sup> This analysis identified 144 rooming houses and 74 hotels for which detailed information, including available rent data, is provided in the tables that follow. In summary:

- The analysis identified 3,872 units in Rooming Houses and 5,940 in Hotels (for a total of 9,812 units).
- The median legal rent for Rooming Houses is \$1,171 and the median legal rent for Hotels is \$745 (with a combined median of \$843).
- The median "rent received" (the legal rent, except in cases where there is a preferential rent provided) is \$906 for Rooming Houses and \$700 for Hotels (with a combined median of \$746).
- A longitudinal analysis of Rooming Houses shows that the median legal rent rose 2.8% between 2018 and 2019 and the median "rent received" rose 9.2%. For Hotels, the median legal rent rose 0.0% between 2018 and 2019 and the median "rent received" fell 0.8%.

**Rooming Houses**

Staff identified 144 rooming house buildings in the 2018 and 2019 HCR registration files, an increase from the 140 identified in the 2019 memo, but a decrease from the 174 identified in the 2017 memo that formed the basis for this study.<sup>112</sup> The number of these buildings that contain rent information is 116, equal to the number in the 2019 memo. These 144 buildings contained a total of 3,872 housing units.<sup>113</sup> By category, 2,486 (64.2%) of these units were registered as "rent stabilized" (indicating that they were occupied by a rent stabilized tenant at the time of registration).<sup>114</sup> HCR files contain rent information for 2,484 of these units. Of the remaining units, 858 units (22.2%) are reported as "temporarily exempt" or "permanently exempt" (with the vast majority "temporarily exempt"); and 528 units (13.6%) as "vacant." Among the temporarily exempt units, the most common reason given for the exemption is "Hotel/SRO (Transient)" (66.6% of temporarily exempt units). The second most common reason is "Not Prime Residence" (21.3% of temporarily exempt units), followed by "Owner/Employee Occupied" (10.7% of temporarily exempt units). The remaining 1.4% of units are classified as either "Commercial/Professional" or "Other." Of the 144 buildings identified for this analysis, 28 (19.4%) consist entirely of exempt and/or vacant units (652 units or 16.8% of total units). In addition, 82 of these 144 buildings (56.9%)

109 There is no guarantee that every record identified in 2017 was a Rooming House or Hotel, or that every Rooming House or Hotel was identified and included as part of the analysis.

110 Rent data was used from 2019 registration files where available, and from 2018 only if the building was not registered in the early 2019 registration database.

111 Because the 2019 registration data is not final, two years of registration data were examined to capture buildings that may not appear in the 2019 data due to late registration. Note also that HCR registration filings may not reflect a complete count of hotels and rooming houses, as not all owners register their buildings, may register late, or may fail to correctly identify a building as a hotel or rooming house.

112 Using the list of buildings identified in 2017 as a starting point, staff searched the most recent HCR registration records, from 2019 (as released to the RGB in March of 2020), for the 174 buildings identified in the 2017 memo. A total of 113 buildings that were previously identified as rooming houses were contained in the most recent registration filings available to staff. Another 31 buildings were matched with 2018 registration data. A total of 30 buildings could not be located in either registration file. Staff did not research whether any new rooming house buildings may have been registered in 2019.

113 Registration records were not checked against other sources in regard to the number of housing units. Note that while some owners may register all their units, regardless of regulation status, others may register only those that are rent stabilized.

114 Although more units were identified in the 2020 memo as compared to the 2019 memo, there were 103 less rent stabilized units identified, and the proportion of rent stabilized units declined from 71.1% to 64.2%.

contain less than 85%<sup>115</sup> permanently stabilized units. These 82 buildings contain 1,627 units (42.0% of total units).

**Table 1** shows the number of rent stabilized rooming house units and buildings that registered legal rents with HCR in 2018/2019. Legal rents are the maximum amount that an owner can charge to tenants (or potentially to government agencies subsidizing tenants), but do not necessarily reflect what a tenant is actually paying. Table 1 also provides the median and average legal rents for these units, Citywide.

**Table 1: 2018/2019<sup>116</sup> Median and Average “Legal” Rents for Rooming House Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	# of Stabilized Buildings	Median Legal Rent	Average Legal Rent
Citywide	2,484	116	\$1,171	\$1,096

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 2** presents information with respect to median and average “preferential” rents reported for 44% of rent stabilized rooming house units. Preferential rents are rents that owners voluntarily choose to charge to tenants, which are lower than legal rents.

**Table 2: 2018/2019<sup>117</sup> Median and Average “Preferential” Rents for Rooming House Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	Median		Average	
		Preferential Rent*	% Difference from Legal Rent**	Preferential Rent*	% Difference from Legal Rent**
Citywide	1,098	\$1,000	-28%	\$953	-25%

\*Only for those units reporting a preferential rent.

\*\*Refers to the legal rents of just those units that reported preferential rents.

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 3** presents the median and average “actual” rents reported for 41% of rent stabilized rooming house units. These are the rents that are paid by tenants out of pocket, with the balance being paid by government programs such as Section 8, Shelter Plus or SCRIE. Also shown is the percentage difference from the median and average legal rents of just those units with reported actual rents. Theoretically, the owners of the 1,021 units reporting actual rents can receive the difference between the actual and legal rents from government programs, and in fact, 43% of these units do not report any “preferential” rents, suggesting that close to half of owners do receive the full legal rent for these units. The median Citywide legal rent for these units is \$1,269 and the average legal rent is \$1,210. Not reported here are detailed statistics for the 585 units that report both actual and preferential rents (which would indicate that the owners of these units do not receive the full legal rent). The Citywide median preferential rent for these 585 units is \$1,168 and the average preferential rent is \$1,059.

**Table 3: 2018/2019<sup>118</sup> Median and Average “Actual” Rents for Rooming House Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	Median		Average	
		Actual Rent*	% Difference from Legal Rent**	Actual Rent*	% Difference from Legal Rent**
Citywide	1,021	\$247	-81%	\$450	-63%

\*Only for those units reporting an actual rent.

115 The proviso in RGB Hotel Order 41, the last time the Board granted a renewal lease increase, limited permitted increases to rooming houses with at least 85% permanently rent stabilized occupancy. Note that if the owner has not registered every unit in the building with HCR (as they may not with unregulated units), the percentage of buildings that are 85% or more rent stabilized could be inflated.

116 2019 data used whenever available.

117 2019 data used whenever available.

118 2019 data used whenever available.

\*\*Refers to the legal rents of just those units that reported actual rents. Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 4** shows median and average “rent received,” which uses a combination of preferential and legal rents to identify the rent actually being collected by owners of rent stabilized rooming houses. For the purposes of this table, “rent received” is defined as the legal rent, unless a preferential rent is registered, in which case the preferential rent is used.

**Table 4: 2018/2019<sup>119</sup> Median and Average “Rent Received” Rents for Rooming House Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	Median “Rent Received”**	Average “Rent Received”**
Citywide	2,484	\$906	\$954

\*\*“Rent Received” refers to the preferential rent (if one is provided), or the legal rent (if a preferential rent is not provided)

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 5** provides a longitudinal analysis<sup>120</sup> of 94 buildings (with rent information, 111 total) that registered in both 2019 and 2018. The median and average rents of this group of buildings in both years are presented below.

**Table 5: 2019 Longitudinal Citywide Rent Data for Rooming House Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	Legal Rent	Preferential Rent	Actual Rent	“Rent Received”**
# of Units	2,239	623	870	2,239
Median 2018	\$1,156.51	\$906.00	\$241.00	\$901.10
Median 2019	\$1,188.53	\$978.00	\$247.00	\$984.00
% Change (Median)	2.8%	7.9%	2.5%	9.2%
Average 2018	\$1,087.38	\$897.65	\$453.40	\$938.83
Average 2019	\$1,124.90	\$937.13	\$466.85	\$973.96
% Change (Average)	3.5%	4.4%	3.0%	3.7%

\*\*“Rent Received” refers to the preferential rent (if one is provided), or the legal rent (if a preferential rent is not provided)

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Hotels**

The 2018 and 2019 HCR registration files contained 74<sup>121</sup> buildings that could be identified as hotels, an increase from the 72 identified in the 2019 memo and a decrease from the 83 identified in the 2017 memo that formed the basis for this study.<sup>122</sup> The number of these buildings that contain rent information is 74, six more than the number in the 2019 memo. According to HCR records, these buildings contained a total of 5,940 units of housing.<sup>123</sup> Of the units registered with HCR, 2,073 (34.9%)

119 2019 data used whenever available.

120 Note that unlike Tables 1-4, which rely on a combination of two years’ worth of data to report a single median or average rent figure, the longitudinal analysis relies solely on comparing 2019 data to 2018 data. All but nine of the rooming houses registered in 2019 were also registered in 2018.

121 Five of these “buildings” filed more than one registration with HCR, for adjacent addresses (a total of 11 records, treated here as five records). They are generally considered to be a single building, and are treated as such in this analysis.

122 Using the list of buildings identified in 2017 as a starting point, staff searched the most recent HCR registration records available to staff, from 2019 (as released to the RGB in March of 2020), for the 83 buildings identified in the 2017 memo. A total of 63 buildings that were previously identified as hotels were contained in the most recent registration filings available to staff. Another 11 buildings were matched with 2018 registration data. A total of nine buildings could not be located in either registration file. Staff did not research whether any new hotel buildings may have been registered in 2019.

123 Note that while some owners may register all their units, regardless of regulation status, others may register only those that are rent stabilized.

were registered as “rent stabilized.” Rent information was provided for 2,069 of these units. Of the remaining units, 3,437 (57.9%) were registered as “temporarily exempt” or “permanently exempt” (with the vast majority “temporarily exempt”); and 430 (7.2%) as “vacant.” With respect to temporarily exempt units, the most common reason for this status is “Hotel/SRO (Transient)” (76.7%). The second most common reason provided for temporarily exempt status is “Not Prime Residence” (17.6%). Of the remaining temporarily exempt units, the reasons for exemption are almost entirely “other” or “owner- or employee-occupied.” Of these 74 buildings, eight (10.8%) consist entirely of exempt and/or vacant units (440 units or 7.4% of total units). In addition, 38 buildings (51.4%) contain less than 85% permanently stabilized units.<sup>124</sup> These 38 buildings contain 4,453 units, or 75.0% of the total units registered with HCR.

HCR registration files provided to the RGB provide information only for hotel units that owners register, which may or may not accurately reflect the total number of units in the building. Staff therefore researched two additional sources of information to determine the number of units in registered hotels.<sup>125</sup> For each hotel building, staff researched both registration records from the Department of Housing and Preservation Development (HPD), as well as internet sites, such as Expedia and Hotels.com, and the individual websites of the hotels, where available. In many cases, the unit count data from these different sources was inconsistent. For purposes of this analysis, staff has generally used the highest of the figures (whether HCR, HPD, or the travel or hotel websites) to estimate an actual unit count in these buildings. Taking this approach, staff found that these 74 buildings contained an estimated total of 16,667 units of housing. As a proportion of this higher number of units, units registered as “rent stabilized” are 12.4% of the total (versus 34.9% of the registered HCR units). As a proportion of the higher number of units, 70 buildings (94.6% of the total buildings) contain less than 85% permanently stabilized units.<sup>126</sup> These 70 buildings contain 15,961 units, or 95.8% of the total units.

**Table 6** shows the number of rent stabilized units and buildings that registered legal rents with HCR in 2018/2019. Legal rents are the maximum amount that an owner can charge to tenants (or to government agencies subsidizing tenants), but do not necessarily reflect what a tenant is actually paying. The table also provides the median and average legal rents for these units, Citywide.

**Table 6: 2018/2019<sup>127</sup> Median and Average “Legal” Rents for Hotel Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	# of Stabilized Buildings	Median Legal Rent	Average Legal Rent
Citywide	2,069	74	\$745	\$985

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 7** presents the median and average “preferential” rents reported for 12% of rent stabilized units. Preferential rents are rents that owners voluntarily choose to charge to tenants, which are lower than legal rents.

**Table 7: 2018/2019<sup>128</sup> Median and Average “Preferential” Rents for Hotel Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	Median		Average	
		Preferential Rent*	% Difference from Legal Rent**	Preferential Rent*	% Difference from Legal Rent**
Citywide	254	\$529	-61%	\$649	-74%

\*Only for those units reporting a preferential rent.

\*\*Refers to the legal rents of just those units that reported preferential rents.

Source: 2018 and 2019 HCR Building and Apartment Registration filings

124 The proviso in RGB Hotel Order 41, the last time the Board granted a renewal lease increase, limited permitted increases to hotels with at least 85% permanently rent stabilized occupancy. If the owner has not registered every unit in the building with HCR (as they may not with unregulated units), the percentage of buildings that are 85% or more rent stabilized could be inflated.

125 Note that this analysis was not undertaken for rooming houses.

126 See footnote 70.

127 2019 data used whenever available.

128 019 data used whenever available.

**Table 8** shows the median and average “actual” rents reported for 23% of rent stabilized hotel units. These are the rents that are paid by tenants out of pocket, with the balance being paid by government programs such as Section 8, Shelter Plus or SCRIE. Also shown is the percentage difference from the median and average legal rents of just those units with reported actual rents. Theoretically, the owners of the 471 units reporting actual rents can receive the difference between the actual and legal rents from government programs, and in fact, 86% of these units do not report any “preferential” rents, suggesting that in most cases owners do receive the full legal rent for these units. The median Citywide legal rent for these units is \$745 and the average legal rent is \$820. Not reported here are detailed statistics for the 67 units that report both actual and preferential rents (which would indicate that the owners of these units do not receive the full legal rent). The median Citywide preferential rent for these units is \$1,031 and the average preferential rent is \$1,010.

**Table 8: 2018/2019<sup>129</sup> Median and Average “Actual” Rents for Hotel Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	Median		Average	
		Actual Rent	% Difference from Legal Rent**	Actual Rent	% Difference from Legal Rent**
Citywide	471	\$331*	-56%	\$482*	-41%

\*Only for those units reporting an actual rent.

\*\*Refers to the legal rents of just those units that reported actual rents.

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 9** shows median and average “rent received,” which uses a combination of preferential and legal rents to identify the rent actually being collected by owners of rent stabilized hotels. For the purposes of this table, “rent received” is defined as the legal rent, unless a preferential rent is registered, in which case the preferential rent is used.

**Table 9: 2018/2019<sup>130</sup> Median and Average “Rent Received” Rents for Hotel Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units	Median “Rent Received”*	Average “Rent Received”*
Citywide	2,069	\$700	\$764

\*“Rent Received” refers to the preferential rent (if one is provided), or the legal rent (if a preferential rent is not provided)

Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 10** provides a longitudinal analysis<sup>131</sup> of 55 hotel buildings (with rent information, 56 total) that registered in both 2018 and 2019. The median and average rents for this group of buildings are presented below.

**Table 10: 2019 Longitudinal Citywide Rent Data for Hotel Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	Legal Rent	Preferential Rent	Actual Rent	“Rent Received”*
# of Units	1,767	209	377	1,767
Median 2018	\$744.83	\$525.30	\$328.00	\$715.37
Median 2019	\$744.83	\$508.82	\$323.00	\$709.80
% Change (Median)	0.0%	-3.1%	-1.5%	-0.8%
Average 2018	\$992.90	\$605.03	\$489.06	\$743.83
Average 2019	\$986.97	\$640.25	\$478.81	\$745.86

129 019 data used whenever available.

130 2019 data used whenever available.

131 Note that unlike Tables 6-9, which rely on a combination of two years’ worth of data to report a single median or average rent figure, the longitudinal analysis relies solely on comparing 2019 data to 2018 data. All of the Hotels registered in 2019 were also registered in 2018, but less units were registered as rent stabilized in 2019, and therefore fewer records contained rent information.

% Change (Average)	-0.6%	5.8%	-2.1%	0.3%
--------------------	-------	------	-------	------

\*\*“Rent Received” refers to the preferential rent (if one is provided), or the legal rent (if a preferential rent is not provided)  
 Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Summary**

In summary, while this memo cannot capture every rent stabilized hotel or rooming house in New York City, it provides information on the universe of registered units that are likely to be rent stabilized. Tables 11 and 12 summarize some of the data presented above.

**Table 11** summarizes data on the regulatory status of rooming house and hotel units registered with HCR in 2018/2019.

**Table 11: 2018/2019<sup>132</sup> Rent Regulation Status of Registered Rooming Houses and Hotels**

	# of Units*	Occupied Rent Stabilized	Vacant	Temporarily or Permanently Exempt
Rooming Houses	3,872	2,486	528	859
Hotels	5,940	2,073	430	3,437
Rooming Houses and Hotels (combined)	9,812	4,559	958	4,295

\*Includes only those units registered with HCR  
 Source: 2018 and 2019 HCR Building and Apartment Registration filings

**Table 12** provides a summary of the legal and received rents for rooming houses and hotels, as well as the average and median rents of rooming houses and hotels combined.

**Table 12: 2018/2019<sup>133</sup> Median and Average Legal Rent and “Rent Received” Rents for Rooming House and Hotel Units Identified as Rent Stabilized (excludes exempt and vacant units)**

	# of Stabilized Units*	Median Legal Rent	Average Legal Rent	Median “Rent Received”**	Average “Rent Received”***
Rooming Houses	2,484	\$1,171	\$1,096	\$906	\$954
Hotels	2,069	\$745	\$985	\$700	\$764
Rooming Houses and Hotels (combined)	4,553	\$843	\$1,046	\$746	\$868

\*Includes only those units with registered legal rents with HCR  
 \*\*“Rent Received” refers to the preferential rent (if one is provided), or the legal rent (if a preferential rent is not provided)  
 Source: 2018 and 2019 HCR Building and Apartment Registration filings

[END OF MEMO]

**VOTE**

The vote of the Rent Guidelines Board on the adopted motion pertaining to the provisions of Order Number 50 was as follows:

	Yes	No	Abstentions
<b>Guidelines for Hotels</b>	<b>7</b>	<b>2</b>	<b>-</b>

Dated: June 17, 2020

Filed with the City Clerk: June 26, 2020

David Reiss  
 Chair  
 NYC Rent Guidelines Board

**BIBLIOGRAPHY**

The City of New York Rent Stabilization Law of 1969 Section 26 - 501 et, seq.

132 2019 data used whenever available.

133 019 data used whenever available.

Chapter 576 of the Laws of 1974 (The Emergency Tenant Protection Act).

Resolution Number 276 of 1974 of the New York City Council.

Chapter 203 of the Laws of 1977.

Chapter 933 of the Laws of 1977 (Open Meetings Law).

Local Laws of the City of New York for the year 1979, No. 25.

Chapter 234 of the Laws of 1980.

Chapter 383 of the Laws of 1981.

Local Laws of the City of New York for the Year 1982, No. 18.

Chapter 403 of the Laws of 1983.

Chapter 248 of the Laws of 1985.

Chapter 45 of the New York City Charter.

Chapter 65 of the Laws of 1987.

Chapter 144 of the Laws of 1989.

Chapter 167 of the Laws of 1991.

Chapter 253 of the Laws of 1993.

Rent Regulation Reform Act of 1997.

Chapter 82 of the Laws of 2003.

Chapter 97 of the Laws of 2011.

Rent Act of 2015.

Housing Stability and Tenant Protection Act of 2019.

RGB Staff, 2020 Price Index of Operating Costs.

RGB Staff, 2020 Income and Affordability Study.

RGB Staff, 2020 Mortgage Survey Report.

RGB Staff, 2020 Housing Supply Report.

RGB Staff, Changes to the Rent Stabilized Housing Stock in NYC in 2019.

Written, oral and video submissions by tenants, tenant organizations, owners, and owner organizations.

↩ jy28



**CHANGES IN PERSONNEL**

HOUSING PRESERVATION & DVLPMNT FOR PERIOD ENDING 06/26/20							
NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY
COHEN	JOYA	95005	\$143121.0000	RESIGNED	YES	08/17/19	806
HERNANDEZ	VICTOR M	10047	\$124478.0000	RETIRED	NO	01/02/20	806
MAREK	PAULINA A	21744	\$99324.0000	RESIGNED	YES	06/06/20	806
MORANT	ARDINGTO L	13631	\$76611.0000	DECEASED	NO	03/10/20	806
MORANT	ARDINGTO L	13651	\$67023.0000	DECEASED	NO	03/10/20	806
MORETTI	VALENTIN J	30085	\$107515.0000	RETIRED	NO	06/20/20	806
MURPHY	MATTHEW P	95532	\$200165.0000	RESIGNED	YES	03/31/19	806
POTTER	KEVIN A	30087	\$63228.0000	APPOINTED	YES	06/14/20	806
RAMSEY	TAYLOR O	95553	\$139050.0000	RESIGNED	YES	10/27/19	806
TRAPANI	PETER R	10074	\$100467.0000	RETIRED	NO	01/19/19	806
TRAPANI	PETER R	34202	\$65060.0000	RETIRED	NO	01/19/19	806
TUNG	ELAINE W	22508	\$95000.0000	RESIGNED	YES	06/17/20	806
VELEZ	KEVIN	56058	\$77674.0000	RESIGNED	YES	06/12/20	806
WASHINGTON	TRACEY	22508	\$86044.0000	RETIRED	NO	03/17/20	806

DEPARTMENT OF BUILDINGS FOR PERIOD ENDING 06/26/20							
NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY
NAZHAT	AMER	31622	\$63654.0000	RESIGNED	YES	06/20/20	810
NETTLE	BRIAN E	30087	\$72712.0000	INCREASE	YES	05/17/20	810
OLASEK	BOGDAN	31622	\$83852.0000	RETIRED	YES	06/12/20	810
OLSON	DENNIS C	1007A	\$110870.0000	RETIRED	NO	06/20/20	810
SHARP	ANDRE R	31622	\$63654.0000	RESIGNED	YES	06/18/20	810
TREVISIO	NICODEMO	31622	\$61800.0000	RESIGNED	YES	06/17/20	810

DEPT OF HEALTH/MENTAL HYGIENE FOR PERIOD ENDING 06/26/20							
NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY
ABRAHAM	HELEN	21849	\$70349.0000	APPOINTED	YES	06/14/20	816
ALLEN	MICHELLE T	51611	\$82086.0000	INCREASE	YES	06/07/20	816
BEDELL	JANE F	5304A	\$200120.0000	RETIRED	YES	02/22/20	816
BOBSON	JACQUELI V	52020	\$50770.0000	RESIGNED	YES	06/06/20	816
BONBON	JIRLY	31215	\$62533.0000	RETIRED	NO	06/02/20	816
CASE	DIANE R	13379	\$112639.0000	RETIRED	YES	01/01/20	816
CHARLES	SHARI N	70810	\$33819.0000	TERMINATED	NO	06/14/20	816
CLARKE	SHANTEL	51001	\$76050.0000	RESIGNED	YES	03/04/20	816



CROWLEY	RACHEL	A	21744	\$64140.0000	INCREASE	YES	06/14/20	816
CRUZ	CARMEN		81805	\$45282.0000	RETIRED	NO	06/05/20	816
CUMMINGS	DESIREE	M	40510	\$85000.0000	APPOINTED	YES	05/31/20	816
DEJESUS	ANGELA	D	21849	\$86520.0000	INCREASE	YES	06/07/20	816
DUGGAN	BETTY	A	95650	\$109792.0000	RETIRED	YES	01/01/20	816
FULLIARD	JASMIN	T	60888	\$72708.0000	INCREASE	NO	06/07/20	816
GABOR	LYNUEAN	Q	10209	\$17.3000	RESIGNED	YES	06/07/20	816
GALLAHUE	PATRICK	L	10009	\$150174.0000	INCREASE	YES	06/14/20	816
GAO	GRACE	E	10209	\$19.9000	RESIGNED	YES	05/29/20	816
GEIGER	MATTHEW	R	51197	\$76735.0000	INCREASE	YES	06/14/20	816
HAMROFF	KIMBERLY	S	21514	\$90000.0000	INCREASE	YES	06/14/20	816
HANSBROUGH	MARK		06808	\$125660.0000	RESIGNED	YES	04/19/20	816
HARRELL	GLORIA		81815	\$17.9000	RESIGNED	YES	05/24/20	816
JAIRAM	SYLVIA		91415	\$52433.0000	RESIGNED	YES	06/05/20	816
KANHAI	ZEREDA	F	51191	\$44960.0000	INCREASE	YES	06/14/20	816
KROLIK	NATALIA	E	21513	\$65000.0000	APPOINTED	YES	06/14/20	816
KROUSE	SAMANTHA	A	21514	\$90000.0000	INCREASE	YES	06/14/20	816
LAYLOCK	LISA	C	12158	\$80000.0000	APPOINTED	YES	05/31/20	816
LEO	ZANE	L	52040	\$41819.0000	APPOINTED	YES	06/14/20	816
LEVIN	NAOMI	S	21849	\$70349.0000	APPOINTED	YES	06/14/20	816
LEVITON	ALANA	J	95409	\$149867.0000	RESIGNED	YES	01/05/20	816
MARGETIS	KASSANDR	Z	1006C	\$88651.0000	RESIGNED	NO	04/21/20	816
MARTINEZ	EMILY		21744	\$84468.0000	INCREASE	YES	06/07/20	816
MCREN	AMELIA	C	52020	\$21.2430	APPOINTED	YES	06/14/20	816
NELSON	SHALINE	C	52020	\$21.2430	APPOINTED	YES	06/14/20	816

DEPT OF HEALTH/MENTAL HYGIENE  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME		NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY	
PAI	SHALI	10232	\$24.7300	RESIGNED	YES	06/11/20	816	
PAUL	CHRISTIN	S	31215	\$45722.0000	RESIGNED	YES	06/05/20	816
PHELPS	BRADLEY	S	53299	\$81000.0000	RESIGNED	YES	06/11/20	816
PITT	EBONY	C	81815	\$20.2100	RESIGNED	YES	06/06/20	816
QUINN	AUTUMN	C	53299	\$81000.0000	APPOINTED	YES	06/14/20	816
REISNER	KEVIN	S	1000C	\$82400.0000	RESIGNED	YES	06/10/20	816
REMACHE	JORDAN	J	21538	\$45439.0000	INCREASE	YES	06/14/20	816
RIVERA	LAURA	J	10033	\$161997.0000	INCREASE	NO	06/14/20	816
RUPCHAND	MICHAEL		31215	\$54377.0000	INCREASE	YES	01/28/20	816
SAYEDI	MUNTASIR		31215	\$54377.0000	INCREASE	YES	12/31/19	816
SCHUSTER	SAMANTHA	L	21849	\$70349.0000	APPOINTED	YES	06/07/20	816
SINGH	DAVID	R	82000	\$38811.0000	APPOINTED	YES	06/14/20	816
SOLOMON	ELIZABET	A	1006D	\$120000.0000	INCREASE	NO	06/07/20	816
SULLIVAN	MATTHEW	R	21514	\$83000.0000	INCREASE	YES	06/14/20	816
TIKOO	MINAKSHI		95480	\$167000.0000	APPOINTED	YES	06/07/20	816
TORIN	BETH	S	82989	\$127002.0000	RETIRED	NO	01/02/20	816
UMANSKIY	NICOLE		10234	\$17.5000	INCREASE	YES	06/14/20	816
USOROH	IDARA	A	10209	\$16.3500	RESIGNED	YES	06/07/20	816
VARGHESE	JACOB		21744	\$64140.0000	INCREASE	YES	05/31/20	816
WILLIAMS	JANETTE		51008	\$34.7300	RETIRED	YES	06/18/20	816
WYAN	LYRIC	O	21849	\$70349.0000	APPOINTED	YES	06/07/20	816
XIA	CHUNYI		10234	\$17.5000	INCREASE	YES	06/14/20	816
XING	LIYING		13632	\$131412.0000	INCREASE	NO	04/12/20	816

ADMIN TRIALS AND HEARINGS  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME		NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY	
QUAMINA	AALIA		52406	\$33764.0000	RESIGNED	YES	06/10/20	820
VOLPE	MADISON	R	56058	\$54100.0000	RESIGNED	YES	06/16/20	820
WASHINGTON	GREER	P	56056	\$20.4800	RESIGNED	YES	03/21/20	820

DEPT OF ENVIRONMENT PROTECTION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME		NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY	
AITKEN	RORY		90756	\$352.3200	DECREASE	YES	06/11/20	826
AITKEN	RORY		90748	\$50530.0000	APPOINTED	YES	06/03/20	826
BORIA	TORI	J	90756	\$352.3200	DECREASE	YES	06/11/20	826
BORIA	TORI	J	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
CALLINAN	PATRICK	D	70811	\$52753.0000	RESIGNED	NO	06/10/20	826
CAPUANO	THOMAS	R	90756	\$352.3200	DECREASE	YES	06/11/20	826
CAPUANO	THOMAS	R	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
CINO	SALVATOR	P	90756	\$352.3200	DECREASE	YES	06/11/20	826
CINO	SALVATOR	P	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
COLLINS	KAREEM	K	90756	\$352.3200	DECREASE	YES	06/11/20	826
COLLINS	KAREEM	K	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
CORCHADO	DANIEL		31316	\$60029.0000	RESIGNED	YES	06/04/20	826
CURTO	DANIEL	R	90756	\$352.3200	DECREASE	YES	06/11/20	826
CURTO	DANIEL	R	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
DIGIOVANNI	JOSEPH	N	90756	\$352.3200	DECREASE	YES	06/11/20	826
DIGIOVANNI	JOSEPH	N	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
FANA	JUAN	D	90756	\$352.3200	DECREASE	YES	06/11/20	826
FANA	JUAN	D	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
FINNERTY	RICHARD	R	90767	\$396.4000	RETIRED	NO	06/11/20	826
GALLINA	CHRISTOP	S	70811	\$64397.0000	RETIRED	NO	05/31/20	826
GARCIA TZUL	MIGUEL	A	90756	\$352.3200	DECREASE	YES	06/11/20	826
GARCIA TZUL	MIGUEL	A	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
GIOFFRE	FRANCESC	J	90756	\$352.3200	DECREASE	YES	06/11/20	826
GIOFFRE	FRANCESC	J	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
GOLDMAN	MICHAEL		40510	\$66379.0000	RETIRED	NO	06/18/20	826
HALL	NAQUAN	J	90756	\$352.3200	DECREASE	YES	06/11/20	826
HALL	NAQUAN	J	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
HEITMANN	EDWARD		90756	\$352.3200	DECREASE	YES	06/11/20	826
HEITMANN	EDWARD		90748	\$50530.0000	APPOINTED	YES	06/03/20	826
HRUBES	CHRISTIA	T	90756	\$352.3200	DECREASE	YES	06/11/20	826
HRUBES	CHRISTIA	T	90748	\$50530.0000	APPOINTED	YES	06/03/20	826

ISHAK	RIHAM	S	21210	\$66826.0000	RESIGNED	NO	05/21/20	826
ISLAM	MD	R	90641	\$16.6300	RESIGNED	YES	05/29/20	826
JAMES	KARINA		10251	\$18.5600	RESIGNED	YES	04/02/20	826
JIMENEZ-NUNEZ	FELIX	M	91212	\$49927.0000	DECREASE	YES	05/13/20	826
JORDAN	SCOTT	E	56058	\$66968.0000	DECREASE	YES	05/10/20	826
KANHAI	MAHINDRA	K	90756	\$352.3200	DECREASE	YES	06/11/20	826
KANHAI	MAHINDRA	K	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
KAYLOKOV	EDUARD		20113	\$38930.0000	RESIGNED	YES	06/05/20	826
KOPP	MARTIN		90756	\$352.3200	DECREASE	YES	06/11/20	826
KOPP	MARTIN		90748	\$50530.0000	APPOINTED	YES	06/03/20	826
KWOK	KWAN TO		10209	\$15.7500	RESIGNED	YES	05/03/20	826
LEBANO	DYLAN	M	90756	\$352.3200	DECREASE	YES	06/11/20	826
LEBANO	DYLAN	M	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
MCCARTHY	ANDWELE		10015	\$131471.0000	INCREASE	YES	01/26/20	826
MERDIAN	KEVIN	T	90756	\$352.3200	DECREASE	YES	06/11/20	826
MERDIAN	KEVIN	T	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
MICHALKIEWICZ	KEVIN	A	90756	\$352.3200	DECREASE	YES	06/11/20	826
MICHALKIEWICZ	KEVIN	A	90748	\$58109.0000	APPOINTED	YES	06/03/20	826
O'DONNELL JR.	DANIEL	J	90756	\$352.3200	DECREASE	YES	06/11/20	826
O'DONNELL JR.	DANIEL	J	90748	\$50530.0000	APPOINTED	YES	06/03/20	826

DEPT OF ENVIRONMENT PROTECTION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME		NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY	
PRATTS	ADAM	L	90756	\$352.3200	DECREASE	YES	06/11/20	826
PRATTS	ADAM	L	90748	\$58109.0000	APPOINTED	YES	06/03/20	826
ROWLAND	KEVIN		90756	\$352.3200	DECREASE	YES	06/11/20	826
ROWLAND	KEVIN		90748	\$50530.0000	APPOINTED	YES	06/03/20	826
RUSSELLO	ANGELO		90756	\$352.3200	DECREASE	YES	06/11/20	826
RUSSELLO	ANGELO		90748	\$50530.0000	APPOINTED	YES	06/03/20	826
SCRIBNER	ERIC	A	90756	\$352.3200	DECREASE	YES	06/11/20	826
SCRIBNER	ERIC	A	90748	\$50530.0000	APPOINTED	YES	06/03/20	826
SEDERHOLM	ALEXANDE	J	70811	\$49645.0000	RESIGNED	NO	06/05/20	826
SEDTA	ANTHONY		90756	\$352.3200	DECREASE	YES	06/11/20	826
SEDTA	ANTHONY		90748	\$50530.0000	APPOINTED	YES	06/03/20	826
SHIMAN	LAUREN	J	12626	\$57590.0000	APPOINTED	NO	03/01/20	826
SINGH	GANRAJSI		82107	\$42535.0000	RETIRED	YES	06/10/20	826
SMITH	LENORA		10124	\$70347.0000	RETIRED	NO	05/30/20	826
SMITH	RYAN	P	90767	\$396.4000	DECREASE	NO	05/07/20	826
TAHA	IBRAHIM	M	91501	\$68962.0000	RESIGNED	NO	05/19/20	826
TAVERAS	JOED	A	90756	\$352.3200	DECREASE	YES	06/11/20	826
TAVERAS	JOED	A	90748	\$50530.0000	APPOINTED	YES	06/03/20	826

DEPARTMENT OF SANITATION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME		NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY	
ALBERTI	CHRISTOP	M	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
BATTAGLIA	ANDREW	S	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
BERNARDO III	JOSEPH	A	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
BLACKMON	THOMAS	O	13643	\$128912.0000	RESIGNED	NO	06/09/20	827
CARELA	JEAN	C	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
CARIDE	DAVID		70112	\$77318.0000	RETIRED	NO	06/01/20	827
CHEW	JASON		70150	\$83236.0000	PROMOTED	NO	06/07/20	827
CONTRINO	ANDREW	J	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
CRUZ	JORGE		70112	\$77318.0000	RETIRED	NO	06/02/20	827
DELARDI	RICHARD	F	70112	\$77318.0000	RETIRED	NO	05/31/20	827
DELUCA	ELIZABET		70150	\$83236.0000	PROMOTED	NO	06/07/20	827
DUNN JR	KEVIN	J	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
FORBUSH JR	RONALD	M	70112	\$77318.0000	RETIRED	NO	05/01/20	827
FORLENZA	THEODORE	J	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
FORTUNE-MURRAY	MARCELIE		10251	\$42076.0000	DE			

ROSADO	WILLIAM	D	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
SAPORITO	ANTHONY	S	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
SCHUFF	KARL	F	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
SHAIKH	IQBAL	M	10251	\$44650.0000	DECEASED	NO	05/21/20	827
SPEARS	NATHANIE	D	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
SUTERA	IGNAZIO	A	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
TEDONE	CHRISTIA	P	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
TIBBALL	JAMES	S	70112	\$77318.0000	DECREASE	NO	06/05/20	827
TORRENS	RICHARD	A	70112	\$77318.0000	RETIRED	NO	06/01/20	827
VENIZUELOS	MICHAEL		70150	\$83236.0000	PROMOTED	NO	06/07/20	827
VURKIO	JOSEPH	V	70150	\$83236.0000	PROMOTED	NO	06/07/20	827
WALKER	KEITH		10251	\$42485.0000	RETIRED	NO	05/29/20	827
WIEHLER	BRIAN	J	70112	\$77318.0000	RETIRED	NO	04/02/20	827
WILLIAMS	SIRDERAY		70112	\$77318.0000	RETIRED	NO	05/01/20	827
ZISSLER	DAVID	J	70150	\$83236.0000	PROMOTED	NO	06/07/20	827

DEPARTMENT OF FINANCE  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY		
BURDMAN	STEVEN	L	30315	\$106949.0000	RETIRED	NO	06/20/20	836
DAVIS III	JAMES	R	30312	\$85292.0000	RETIRED	NO	06/05/20	836
LEWIS	PENNY	M	10252	\$58411.0000	RETIRED	NO	06/18/20	836
SIN	MARTIN		40202	\$104119.0000	RETIRED	NO	06/09/20	836
STEBNER	JOHN	A	40202	\$117117.0000	RETIRED	NO	06/09/20	836
STOWE	FAYE		10250	\$41124.0000	RETIRED	YES	01/07/20	836

DEPARTMENT OF TRANSPORTATION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY		
BERNARD	CHRISTIA	E	92343	\$429.9400	INCREASE	YES	05/24/20	841
BONELLI	ROBERT	V	91210	\$60.2700	INCREASE	YES	06/07/20	841
CASTRO	MARIO	F	34205	\$98195.0000	RESIGNED	NO	06/14/20	841
CORREA	JOSE		90692	\$54589.0000	INCREASE	YES	03/15/20	841
COTTON	EDWARD	B	92406	\$380.6400	DECREASE	YES	05/24/20	841
FIELDS	TRICIA	G	56056	\$38333.0000	INCREASE	YES	05/24/20	841
GALLANZO JR	RONALD	J	90692	\$54589.0000	INCREASE	YES	03/15/20	841
GIRGENTI	GIUSEPPE	G	90692	\$54589.0000	INCREASE	YES	03/15/20	841
HANLEY	JOSEPH		90692	\$54589.0000	INCREASE	YES	03/15/20	841
HEERBRANDT	MICHAEL	L	90910	\$64428.0000	RESIGNED	NO	06/14/20	841
HILL	HUGH	D	90692	\$54589.0000	INCREASE	YES	03/15/20	841
HOLDER	HASSAN		90692	\$54589.0000	INCREASE	YES	03/15/20	841
INNOCENT	DANIEL		90692	\$54589.0000	INCREASE	YES	03/15/20	841
IPSEN-RIEGGER	ANTHONY		90692	\$54589.0000	INCREASE	YES	03/15/20	841
JONES	CLARENCE	A	90692	\$54589.0000	INCREASE	YES	03/15/20	841
LAMBERT	HILTON		90692	\$54589.0000	INCREASE	YES	03/15/20	841
LAMENDOLA	GIUSEPPE		90692	\$54589.0000	INCREASE	YES	03/15/20	841
LEWIS JACK	SHELLENA	V	90692	\$54589.0000	INCREASE	YES	03/15/20	841
LIVERMAN	NATASHA		90692	\$54589.0000	INCREASE	YES	03/15/20	841
LONDON	PATRICK	Q	90692	\$54589.0000	INCREASE	YES	03/15/20	841
LOUKATOS	CHRISTOS		90692	\$54589.0000	INCREASE	YES	03/15/20	841
LUNA	JONATHAN	R	90692	\$54589.0000	INCREASE	YES	03/15/20	841
MACCHIARULO	NICHOLAS	C	90692	\$54589.0000	INCREASE	YES	03/15/20	841
MAJOR	SHENESE	R	90692	\$54589.0000	INCREASE	YES	03/15/20	841
MALARY	HENRY		90692	\$54589.0000	INCREASE	YES	03/15/20	841
MASSA	SHARON		92406	\$380.6400	DECREASE	YES	05/17/20	841
MOBLEY	DARRIN	W	90692	\$54589.0000	INCREASE	YES	03/15/20	841
NICHOLSON	JOHN	B	90692	\$54589.0000	INCREASE	YES	03/15/20	841
NICOVIC	ROBERT	G	90692	\$54589.0000	INCREASE	YES	03/15/20	841
NOTO	SALVATOR	B	90692	\$54589.0000	INCREASE	YES	03/15/20	841
PAJONAS	GRAIG	R	90692	\$54589.0000	INCREASE	YES	03/15/20	841
PATINO	CHRISTIA		90692	\$54589.0000	INCREASE	YES	03/15/20	841
PEEBLES	JACQUELI		90692	\$54589.0000	INCREASE	YES	03/15/20	841
POLIZZOTTO	MICHAEL	P	90692	\$54589.0000	INCREASE	YES	03/15/20	841
PULLEY	KEENIE		90692	\$54589.0000	INCREASE	YES	03/15/20	841

DEPARTMENT OF TRANSPORTATION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY		
PUTILLO	JOSEPH	M	90692	\$54589.0000	INCREASE	YES	03/15/20	841
RAMKISTO	RYAN	A	90692	\$54589.0000	INCREASE	YES	03/15/20	841
ROSADO	JENNIFER		90692	\$54589.0000	INCREASE	YES	03/15/20	841
SCARLETT	LESLIE	S	90692	\$54589.0000	INCREASE	YES	03/15/20	841
SCHIRO	FRANK		20246	\$69632.0000	INCREASE	YES	05/31/20	841
SCOTTI	MICHAEL	J	91871	\$420.3500	INCREASE	YES	05/24/20	841
SIMPSON	PAUL	L	90692	\$54589.0000	INCREASE	YES	03/15/20	841
SINGH	ANAND	P	90692	\$54589.0000	INCREASE	YES	03/15/20	841
SOSA SANTOS	LEO	V	90692	\$54589.0000	INCREASE	YES	03/15/20	841
SZEWCZYK	EDWARD		90692	\$54589.0000	INCREASE	YES	03/15/20	841
TIMMONS	TOLUN	C	90692	\$54589.0000	INCREASE	YES	03/15/20	841
TRACY	TIEREMAH	S	90692	\$54589.0000	INCREASE	YES	03/15/20	841
UBERTI	ARTHUR	A	90692	\$54589.0000	INCREASE	YES	03/15/20	841
WILSON	ROBERT	E	90910	\$67044.0000	RETIRED	NO	06/09/20	841

DEPT OF PARKS & RECREATION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY		
ABRAMS	KENNETH	G	91406	\$15.4500	APPOINTED	YES	06/04/20	846
ABSOLAM	TYRONE	J	91406	\$17.7600	RESIGNED	YES	05/23/20	846
ACEVEDO	NELSON		90698	\$249.2800	RETIRED	NO	06/18/20	846
ADAMS	AMANDA	K	80633	\$15.4500	RESIGNED	YES	06/03/20	846
ALLEN	CUSHAW	N	91406	\$15.4500	APPOINTED	YES	06/04/20	846
ARMSTEAD	ERIC	W	91406	\$15.4500	APPOINTED	YES	06/13/20	846
BARNETT	ADVIRA	L	91406	\$15.4500	APPOINTED	YES	06/04/20	846

BARRIOS	RENE	C	22427	\$103000.0000	RESIGNED	YES	06/11/20	846
BATTLES	JAMEL	L	91406	\$17.1000	RESIGNED	YES	09/04/18	846
BEDDOE	EUNJU		20210	\$65640.0000	APPOINTED	NO	05/24/20	846
BEMPONG	GRACE	O	91406	\$15.4500	APPOINTED	YES	06/13/20	846
BONILLA	MELISSA		91406	\$15.4500	APPOINTED	YES	05/30/20	846
BOWLEY	CARLINGTON	D	91406	\$17.7600	APPOINTED	YES	06/08/20	846
BRADLEY	BRANDON	B	91406	\$15.4500	APPOINTED	YES	06/13/20	846
BREGULLA	PAIGE	E	91406	\$15.4500	DECREASE	YES	06/04/20	846
BROWN	JAMIAH	N	91406	\$15.4500	APPOINTED	YES	06/10/20	846
BROWN	JOHNNIE	L	91406	\$15.4500	APPOINTED	YES	06/10/20	846
BROWN	MALIK		91406	\$15.4500	APPOINTED	YES	06/05/20	846
BROWN	SHAWN		80633	\$15.4500	DECEASED	YES	06/04/20	846
BRUCE	ASHLEY	T	91406	\$15.4500	APPOINTED	YES	06/05/20	846
BULLOCK	CURTIS	J	91406	\$15.4500	DECREASE	YES	05/31/20	846
CAMERON	LETISHIA	R	91406	\$15.4500	APPOINTED	YES	06/04/20	846
CARRINGTON	CALVIN	K	90641	\$16.6200	APPOINTED	YES	06/03/20	846
CASEMAN	STEPHEN	G	91406	\$15.4500	APPOINTED	YES	06/05/20	846
CATO	PETAGAY	R	91406	\$15.4500	APPOINTED	YES	06/05/20	846
CERRITO	NINAMARI		90641	\$16.6200	APPOINTED	YES	05/30/20	846
CHAMPION	KASSANDR		91406	\$17.7700	RESIGNED	YES	06/06/20	846

DEPT OF PARKS & RECREATION  
FOR PERIOD ENDING 06/26/20

TITLE								
NAME	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY		
CHAVEZ	OSCAR	Z	91406	\$15.4500	APPOINTED	YES	06/04/20	846
CHEN	MENGGI		91406	\$15.4500	APPOINTED	YES	06/11/20	846
CHILDS	NATHANIE	J	91406	\$15.4500	APPOINTED	YES	06/05/20	846
CLEVELAND	PARRISH	J	91406	\$15.4500	DECREASE	YES	06/09/20	846
COLANTONE	ROMOLO	G	91925	\$341.8800	RETIRED	NO	07/02/19	846
COLON	MARIA	T	91406	\$15.4500	RESIGNED	YES	06/10/20	846
COLQUHOUN	KIESHA	P	91406	\$15.4500	APPOINTED	YES	06/04/20	846
COPELAND-FAYALL	JAMAL		91406	\$15.4500	APPOINTED	YES	06/05/20	846
CORNIEL	SUSANA		91406	\$15.4500	APPOINTED	YES	06/13/20	846
CORTES	ESPERANZ		91406	\$18.1000	RESIGNED	YES	05/20/20	846
CROPPER	RONALD	L	91406	\$15.4500	RESIGNED	YES	06/17/20	846
CRUZ	ANA	J	91406	\$16.6200	APPOINTED	YES	06/04/20	846
DALEY	BRANDON	W	91406	\$15.4500	RESIGNED	YES	05/16/20	846
DAVIS	DEANDRA	T	90641	\$15.4500	APPOINTED	YES	06/03/20	846
DAVIS-RAMIREZ	NICKIA		91406	\$15.4500	APPOINTED	YES	06/10/20	846
DECONCILIO	SEAN	A	91406	\$15.4500	DECREASE	YES	06/14/20	846
DIFRANCESCO	NATALIA	R	91406	\$15.4500	APPOINTED	YES	06/05/20	846
DOTSON	JARRETT	R	90641	\$16.6200	APPOINTED	YES	06/14/20	846
DOWNES	QUINTANO	S	91406	\$15.4500	APPOINTED	YES	06/09/20	846
DUGGINS	KAMIL	S	90641	\$16.6200	APPOINTED	YES	06/04/20	846
DUKES	YOLANDA		91406	\$15.4500	APPOINTED	YES	06/04/20	846
EARPS	FLAVIA	S	80633	\$15.4500	RESIGNED	YES	05/22/20	846
EPPES	JANICE	C	91406	\$15.4500	APPOINTED	YES	06/05/20	846
ETHERIDGE	MARSHA	A	91406	\$15.4500	APPOINTED	YES	06/04/20	846
EVANS	GEORGE	S	80633	\$15.4500	RESIGNED	YES	06/09/20	846
FAHIE	TIANNANA	A	91406	\$15.4500	APPOINTED	YES	06/02/20	846
FAIN	KEVIN		91406	\$15.4500	APPOINTED	YES	06/02/20	846
FAIRWEATHER	FRANKIE	L	80633	\$15.4500	RESIGNED	YES	06/09/20	846
FARRINGTON	KAYLA	S	91406	\$15.4500	DECREASE	YES	05/31/20	846
FERNANDEZ	ANA	Y	91406	\$15.4500	APPOINTED	YES	06/15/20	846
FIELDS	DANAYA	T	91406	\$15.4500	APPOINTED	YES	06/04/20	846
FISHER	ALVA	A	91406	\$15.4500	APPOINTED	YES	06/13/20	846
FORRESTER	AVIAN	S	91406	\$15.4500	APPOINTED	YES	06/13/20	846
FRANKLIN	KEVIN		91406	\$15.4500	APPOINTED	YES	06/05/20	846
GHABOUR	TAMER	W	20210	\$65640.0000	APPOINTED	NO	05/24/20	846

LATE NOTICE

CONTRACT AWARD HEARINGS

NOTE: LOCATION(S) ARE ACCESSIBLE TO INDIVIDUALS USING WHEELCHAIRS OR OTHER MOBILITY DEVICES. FOR FURTHER INFORMATION ON ACCESSIBILITY OR TO MAKE A REQUEST FOR ACCOMMODATIONS, SUCH AS SIGN LANGUAGE INTERPRETATION SERVICES, PLEASE CONTACT THE MAYOR'S OFFICE OF CONTRACT SERVICES (MOCS) VIA E-MAIL AT DISABILITYAFFAIRS@MOCS.NYC.GOV OR VIA PHONE AT (212) 788-0010. ANY PERSON REQUIRING REASONABLE ACCOMMODATION FOR THE PUBLIC HEARING SHOULD CONTACT MOCS AT LEAST THREE (3) BUSINESS DAYS IN ADVANCE OF THE HEARING TO ENSURE AVAILABILITY.

**MAYOR'S OFFICE OF CRIMINAL JUSTICE**

■ NOTICE

**CORRECTED PUBLIC HEARING NOTICE**

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held by the Mayor's Office of Criminal Justice, Friday July 31, 2020 commencing at 10:00 A.M. on the following item:

**IN THE MATTER OF** the proposed contract between the Mayor's Office of Criminal Justice and the contractor listed below, to provide auditor services. The term shall be from July 1, 2020 through June 30, 2021, and shall contain three (3) one (1)-year options to renew.

<b>Contractor</b>	<b>E-PIN #</b>	<b>Amount</b>
<b>Wei, Wei &amp; Co</b> 133-10 39th Avenue, Flushing, N.Y. 11354	00220MWBE002	\$150,000

The proposed contractor will be awarded as a M/WBE Small Purchase, pursuant to Section 3-08 of the Procurement Policy Board Rules.

Summary drafts of the contracts' scope, specifications and terms and conditions will be available for public inspection from July 26, 2020 to July 31, 2020 by contacting [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

Anyone who wishes to speak at this public hearing should request to do so in writing. The written request must be received by the Agency within 5 business days after publication of this notice. Written requests to speak should be sent to Ms. Alison MacLeod, Agency Chief Contracting Officer, [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

In order to access the Public Hearing and testify, please call 1-646-992-2010 or 1- 408-418-9388, Access Code: 129 938 6530 no later than 9:55 AM. If you need further accommodations, please let us know at least five business days in advance of the Public Hearing via e-mail at [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov)

☛ jy28

**CORRECTED PUBLIC HEARING NOTICE**

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held by the Mayor's Office of Criminal Justice, Friday July 31, 2020 commencing at 10:00 A.M. on the following item:

**IN THE MATTER OF** the proposed contract between the Mayor's Office of Criminal Justice and the contractor listed below, to provide technical Services for the purposes of providing Site Certification, Violence Interruption and Reduction Training, and Management Training. The contract term shall be from July 1, 2019 to June 31, 2021. The contract provides for one (1) three (3)-year renewal option.

<b>Contractor</b>	<b>E-PIN #</b>	<b>Amount</b>
<b>Public Health Institute of Metropolitan Chicago</b> 180 N Michigan Ave Ste 1200 Chicago, IL. 60601	00220S0002001	\$400,000

The proposed contractor will be awarded as a Sole Source, pursuant to Section 3-05(d) of the Procurement Policy Board Rules.

Summary drafts of the contracts' scope, specifications and terms and conditions will be available for public inspection from July 26, 2020 to July 31, 2020 by contacting [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

Anyone who wishes to speak at this public hearing should request to do so in writing. The written request must be received by the Agency within 5 business days after publication of this notice. Written requests to speak should be sent to Ms. Alison MacLeod, Agency Chief Contracting Officer, [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

In order to access the Public Hearing and testify, please call 1-646-992-2010 or 1- 408-418-9388, Access Code: 129 938 6530 no later than 9:55 AM. If you need further accommodations, please let us know at least five business days in advance of the Public Hearing via e-mail at [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov)

☛ jy28

**CORRECTED PUBLIC HEARING NOTICE**

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held by the Mayor's Office of Criminal Justice, Friday July 31, 2020 commencing at 10:00 A.M. on the following item:

**IN THE MATTER OF** the proposed contract between the Mayor's Office of Criminal Justice and the contractor listed below, to deliver and administer an online system used for input, storage and reporting of data required for the Anti-Gun Violence Employment Program. The contract term shall be from April 1, 2020 to March 31, 2023. The contract provides for one(1) three(3)-year renewal option.

<b>Contractor</b>	<b>E-PIN #</b>	<b>Amount</b>
<b>Community Software Solutions</b> 30 Jefferson Plaza, Princeton, NJ, 08540	00220N0002001	\$277,615

The proposed contractor will be awarded as a Negotiated Acquisition, pursuant to Section 3-04(b)(2) of the Procurement Policy Board Rules.

Summary drafts of the contracts' scope, specifications and terms and conditions will be available for public inspection from July 26, 2020 to July 31, 2020 by contacting [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

Anyone who wishes to speak at this public hearing should request to do so in writing. The written request must be received by the Agency within 5 business days after publication of this notice. Written requests to speak should be sent to Ms. Alison MacLeod, Agency Chief Contracting Officer, [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

In order to access the Public Hearing and testify, please call 1-646-992-2010 or 1- 408-418-9388, Access Code: 129 938 6530 no later than 9:55 AM. If you need further accommodations, please let us know at least five business days in advance of the Public Hearing via e-mail at [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov)

☛ jy28

**CORRECTED PUBLIC HEARING NOTICE**

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held by the Mayor's Office of Criminal Justice, Friday July 31, 2020 commencing at 10:00 A.M. on the following item:

**IN THE MATTER OF** the proposed contract between the Mayor's Office of Criminal Justice and the contractor listed below, to provide technical assistance and ongoing training around best practices to actively engage and partner with critical stakeholders to augment employment pathways in precincts that drive violent crime with an emphasis on job training and job readiness. The contract term shall be from April 1, 2020 to March 31, 2023. The contract provides for one (1) three(3)-year renewal option.

<b>Contractor</b>	<b>E-PIN #</b>	<b>Amount</b>
<b>Center for NuLeadership on Urban Solutions</b> 510 Gates Avenue, 1st Floor Brooklyn, NY 11216	00220N0001001	\$715,320

The proposed contractor will be awarded as a Negotiated Acquisition, pursuant to Section 3-04(b)(2) of the Procurement Policy Board Rules.

Summary drafts of the contracts' scope, specifications and terms and conditions will be available for public inspection from July 26, 2020 to July 31, 2020 by contacting [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

Anyone who wishes to speak at this public hearing should request to do so in writing. The written request must be received by the Agency within 5 business days after publication of this notice. Written requests to speak should be sent to Ms. Alison MacLeod, Agency Chief Contracting Officer, [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov).

In order to access the Public Hearing and testify, please call 1-646-992-2010 or 1- 408-418-9388, Access Code: 129 938 6530 no later than 9:55 AM. If you need further accommodations, please let us know at least five business days in advance of the Public Hearing via e-mail at [mocjprocurements@cityhall.nyc.gov](mailto:mocjprocurements@cityhall.nyc.gov)

☛ jy28

# READER'S GUIDE

The City Record (CR) is published each business day. The Procurement section of the City Record is comprised of notices of proposed New York City procurement actions, contract awards, and other procurement-related information. Notice of solicitations and other notices for most procurement methods valued at or above \$100,000 for goods, services, and construction must be published once in the City Record, among other requirements. Other procurement methods authorized by law, such as sole source procurements, require notice in the City Record for five consecutive editions. Unless otherwise specified, the agencies and offices listed are open for business Monday through Friday from 9:00 A.M. to 5:00 P.M., except on 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 Comptroller's Office at [www.comptroller.nyc.gov](http://www.comptroller.nyc.gov), and click on Prevailing Wage Schedules to view rates.

## 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 \$17 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. Registration for these lists is free of charge. To register for these lists, prospective suppliers should fill out and submit the NYC-FMS Vendor Enrollment application, which can be found online at [www.nyc.gov/selltonyc](http://www.nyc.gov/selltonyc). To request a paper copy of the application, or if you are uncertain whether you have already submitted an application, call the Vendor Enrollment Center 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 at 110 William Street, New York, NY 10038. Sessions are convened on the second Tuesday of each month from 10:00 A.M. to 12:00 P.M. For more information, and to register, call (212) 618-8845 or visit [www.nyc.gov/html/sbs/nycbiz](http://www.nyc.gov/html/sbs/nycbiz) and click on Summary of Services, followed by Selling to Government.

## PRE-QUALIFIED LISTS

New York City procurement policy permits agencies to develop and solicit from pre-qualified lists of vendors, under prescribed circumstances. When an agency decides 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 lists 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 an Agency 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 3-10 of the Procurement Policy Board Rules describes the criteria for the general use of pre-qualified lists. For information regarding specific pre-qualified lists, please visit [www.nyc.gov/selltonyc](http://www.nyc.gov/selltonyc).

## 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, and the Housing Authority. Suppliers interested in applying for inclusion on bidders lists for Non-Mayoral entities should contact these

entities directly at the addresses given in the Vendor Information Manual.

## 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 9:30 A.M. to 5:00 P.M., except on legal holidays. For more information, contact the Mayor's Office of Contract Services at (212) 341-0933 or visit [www.nyc.gov/mocs](http://www.nyc.gov/mocs).

## 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 this program, contact the Department of Small Business Services at (212) 513-6311 or visit [www.nyc.gov/sbs](http://www.nyc.gov/sbs) and click on M/WBE Certification and Access.

## 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 pays interest on all late invoices. 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's website at [www.nyc.gov/selltonyc](http://www.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:

ACCO	Agency Chief Contracting Officer
AMT	Amount of Contract
CSB	Competitive Sealed Bid including multi-step
CSP	Competitive Sealed Proposal including multi-step
CR	The City Record newspaper
DP	Demonstration Project
DUE	Bid/Proposal due date; bid opening date
EM	Emergency Procurement
FCRC	Franchise and Concession Review Committee
IFB	Invitation to Bid
IG	Intergovernmental Purchasing
LBE	Locally Based Business Enterprise
M/WBE	Minority/Women's Business Enterprise
NA	Negotiated Acquisition
OLB	Award to Other Than Lowest Responsive Bidder/Proposer
PIN	Procurement Identification Number
PPB	Procurement Policy Board
PQL	Pre-qualified Vendors List
RFEI	Request for Expressions of Interest
RFI	Request for Information
RFP	Request for Proposals
RFQ	Request for Qualifications
SS	Sole Source Procurement
ST/FED	Subject to State and/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:
CSP	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	CSB or CSP from Pre-qualified Vendor List/ Advance qualification screening needed
CP/PQ/4	Demonstration Project
DP	Sole Source Procurement/only one source
RS	Procurement from a Required Source/ST/FED
NA	Negotiated Acquisition
	<i>For ongoing construction project only:</i>
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
	<i>For Legal services only:</i>

NA/12	Specialized legal devices needed; CSP not advantageous
WA	Solicitation Based on Waiver/Summary of Circumstances (Client Services/CSB or CSP only)
WA1	Preventing 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) anti-apartheid preference
OLB/a	local vendor preference
OLB/b	recycled preference
OLB/c	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 A.M.	Bid submission due 4-21-03 by 11:00 A.M.; bid opening date/ time is the same.
<i>Use the following address unless otherwise specified or submit bid/proposal documents; etc.</i>	Paragraph at the end of Agency Division listing providing Agency
◀	Indicates New Ad
m27-30	Date that notice appears in The City Record