



THE CITY RECORD

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THE CITY RECORD

BILL DE BLASIO

Mayor

LISETTE CAMILO

Commissioner, Department of Citywide Administrative Services

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Editor, The City Record

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PUBLIC HEARINGS AND MEETINGS

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, September 2, 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: **618 237 7396**
[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 [\[212-720-3508\]](tel:212-720-3508). Requests must be submitted at least five business days before the meeting.

CITYWIDE

No. 1

RIKERS ISLAND PUBLIC PLACE MAPPING

CITYWIDE C 200143 MMY
IN THE MATTER OF an application submitted by the New York City Department of Correction, The Mayor's Office of Criminal Justice and New York City Council Speaker Corey Johnson pursuant to Sections

197-c and 199 of the New York City Charter for an amendment to the City Map involving:

- the establishment of Public Place on Rikers Island within the area bounded by the U.S. Pierhead and Bulkhead line;

in accordance with Map No. C.P.C. 200143 MMY dated November 27, 2019 and signed by the Director of the Department of City Planning.

BOROUGH OF BROOKLYN
Nos. 2, 3 & 4
312 CONEY ISLAND AVENUE REZONING
No. 2

CD 7 **C 200092 ZMK**
IN THE MATTER OF an application submitted by 312 Coney Island Avenue LLC pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 16d:

1. changing from a C8-2 District to an R8A District property bounded by Ocean Parkway, Park Circle-Machate Circle, Coney Island Avenue, Caton Place, and a line 150 feet easterly of East 8th Street; and
2. establishing within the proposed R8A District a C2-4 District bounded by Ocean Parkway, Park Circle-Machate Circle, Coney Island Avenue, Caton Place, and a line 150 feet easterly of East 8th Street;

as shown on a diagram (for illustrative purposes only) dated December 16, 2019, and subject to the conditions of CEQR Declaration E-555.

No. 3

CD 7 **N 200093 ZRK**
IN THE MATTER OF an application submitted by 312 Coney Island Avenue LLC pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying bulk regulations for a portion of the Special Ocean Parkway District and modifying APPENDIX F for the purpose of establishing a Mandatory Inclusionary Housing area.

Matter underlined is new, to be added;
 Matter ~~struck out~~ is to be deleted;
 Matter within # # is defined in Section 12-10;
 * * * indicates where unchanged text appears in the Zoning Resolution.

* * *

ARTICLE XI
Special Purpose Districts
Chapter 3
Special Ocean Parkway District

* * *

113-12
Special Front Yard Regulations

For all #zoning lots# with frontage along Ocean Parkway, there shall be a 30 foot #front yard#. No obstructions including porches either open or enclosed, canopies or stairs are permitted within the #front yard#. Any driveway within such #front yard# shall be perpendicular to the #street line# or, in the case where the #street wall# is not parallel with the #street line#, the driveway shall be perpendicular to the #street wall#.

Balconies pursuant to Section 23-13 may, by a depth of not more than six feet, penetrate #front yards#, except along Ocean Parkway.

113-13
Special Bulk Regulations for Lots Adjacent to Park Circle-Machate Circle
 In R8A Districts, for #zoning lots# fronting on Park Circle-Machate Circle, the provisions of Section 23-66 (Height and Setback Requirements for Quality Housing Buildings) may be modified to allow for #street walls# within 125 feet of a #wide street# to rise without setback to the maximum #building# height.

113-20
SPECIAL PARKING AND OFF-STREET LOADING REGULATIONS

* * *

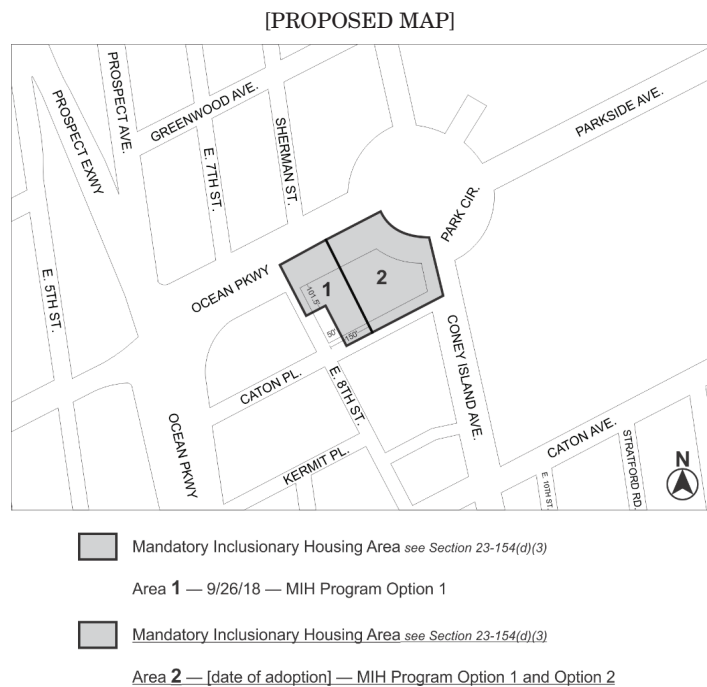
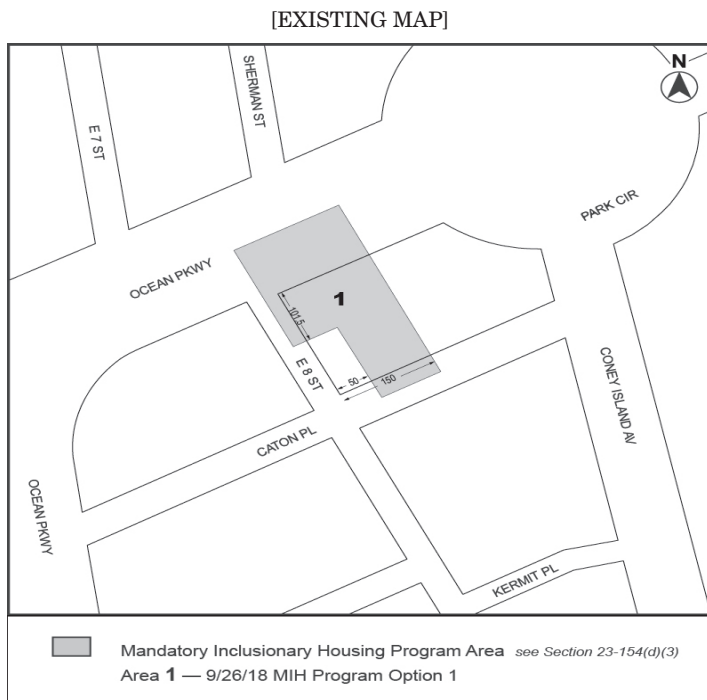
APPENDIX F
Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas

* * *

BROOKLYN
Brooklyn Community District 7

* * *

Map 3- [date of adoption]



Portion of Community District 7, Brooklyn

* * *

No. 4

CD 7 **C 200094 ZSK**
IN THE MATTER OF an application submitted by 312 Coney Island Avenue LLC pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant to Section 74-533 of the Zoning Resolution to waive the required number of accessory off-street parking spaces for dwelling units in a development within a Transit Zone, that includes at least 20 percent of all dwelling units as income-restricted housing units, in connection with a proposed mixed-use development on property located at 312 Coney Island Avenue (Block 5322, Lots 10 and 20), in an R8A/C2-4* District, within the Special Ocean Parkway District.

* Note: The site is proposed to be rezoned by changing an existing C8-2 District to an R8A District, and establishing within the proposed R8A District a C2-4 District, under a concurrent related application for a Zoning Map change (C 200092 ZMK).

Plans for this proposal are on file with the City Planning Commission and may be seen at 120 Broadway, 31st Floor, New York, NY 10271-0001.

No. 5

DEKALB COMMONS CITY

CD 3 C 200155 HAK

IN THE MATTER OF an application submitted by the Department of Housing Preservation and Development (HPD)

- 1) pursuant to Article 16 of the General Municipal Law of New York State for:
a. the designation of property located at 633-639 DeKalb Avenue (Block 1774, Lots 74, 75, 76 and 77), 648-654 DeKalb Avenue (Block 1779, Lots 22, 24 and 26), 1187 Fulton Street (Block 2000, Lot 43) as an Urban Development Action Area; and
b. Urban Development Action Area Project for such area; and
2) pursuant to Section 197-c of the New York City Charter for the disposition of such property to a developer to be selected by HPD;

to facilitate development of three buildings containing an approximate total of 84 affordable residential units and commercial space.

No. 6

DCAS OFFICE SPACE

CD 16 N 210008 PXK

IN THE MATTER OF a Notice of Intent to acquire office space submitted by the Department of Citywide Administrative Services, pursuant to Section 195 of the New York City Charter for use of property located at 2440 Fulton Street (Block 1554, Lot 16) (Human Resources Administration offices).

BOROUGH OF QUEENS

Nos. 7 & 8

110-40 SAULTELL AVENUE REZONING

No. 7

CD 4 C 200103 ZMQ

IN THE MATTER OF an application submitted by Tuchman Associates, LLC pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 10b, by changing from an R6B District to an R6 District property bounded by the southwesterly and southerly boundary line of Flushing Meadow Park, a line 100 feet easterly of Saultell Avenue and its northerly prolongation, a line midway between Corona Avenue and Van Cleef Street, and Saultell Avenue and its northerly centerline prolongation, as shown on a diagram (for illustrative purposes only) dated December 16, 2019, and subject to the conditions of CEQR Declaration E-558.

No. 8

CD 4 N 200104 ZRQ

IN THE MATTER OF an application submitted by Tuchman Associates, LLC, pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying Appendix F for the purpose of establishing a Mandatory Inclusionary Housing area.

Matter underlined is new, to be added;

Matter ~~struck out~~ is to be deleted;

Matter within # # is defined in Section 12-10;

* * * indicates where unchanged text appears in the Zoning Resolution

APPENDIX F

Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas

* * *

QUEENS

* * *

Queens Community District 4

Map 1 - [date of adoption]



Mandatory Inclusionary Housing Area see Section 23-154(d)(3)

Area 1 — [date of adoption] — MIH Program Option 1 and Option 2

Portion of Community District 4, Queens

* * *

No. 9

SANITATION GARAGE & SALT SHED FACILITY

CD 1 C 200238 PCQ

IN THE MATTER OF an application submitted by the Department of Sanitation (DSNY) and the Department of Citywide Administrative Services (DCAS), pursuant to Section 197-c of the New York City Charter, for the site selection and acquisition of property located at 31-11 20th Avenue (Block 850, p/o Lot 350) and 19th Avenue (Block 826, Lot 42) for a sanitation garage and salt shed facility.

BOROUGH OF THE BRONX

No. 10

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 curblin 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 curblin of Manida Street, northerly along said curblin 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 curblin, and northerly along said curblin to the point of beginning.

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

a19-s2

EQUAL EMPLOYMENT PRACTICES COMMISSION

MEETING

Notice of NYC Equal Employment Practices Commission Meeting (Open to the Public)

When and where is the Commission Meeting? The Equal Employment Practices Commission's upcoming Commission Meeting, will take place, at 10:30 A.M., on Thursday, August 27, 2020. The meeting will be conducted by video conference, via WebEx, using the details below:

Meeting number (event number): 129 866 3820

Meeting password: qrAq5iUjK62

- **Join by internet**
[Click to join meeting](#)
- **Join by phone**
(408) 418-9388 United States Toll
- **Join by video system or application**
Dial [1298663820@webex.com](tel:1298663820)
You can also dial 173.243.2.68 and enter your meeting number.

How do I ask questions during the Commission meeting?

Anyone can ask questions during the Commission meeting by:

- **WebEx.** You can submit your questions directly through the chat panel of the WebEx, once joined, via the internet option above.
- **Email.** You can email questions, to mpinckney@eepc.nyc.gov.

Is there a deadline to submit questions? Yes, you must submit all questions during the meeting session, on August 27, 2020.

Can I review the recording of the Commission Meeting? Yes, you can review the recorded Commission meeting, which will be made available online, by going to the Equal Employment Practices Commission's YouTube page, <https://www.youtube.com/channel/UCDgAeD4p-esdjymDTdGScfA/featured>, a few days after the meeting.

a20-27

FRANCHISE AND CONCESSION REVIEW COMMITTEE

MEETING

PUBLIC NOTICE IS HEREBY GIVEN THAT the Franchise and Concession Review Committee, will hold a remote public meeting on Wednesday, September 9, 2020, at 2:30 P.M., via WebEx dial-in. The dial-in information is below:

Dial-in #: +1-408-418-9388
Access Code: 129 100 5151
Press # on further prompts

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 (646) 872-0231. Any person requiring reasonable accommodation for the public meeting should contact MOCS at least five (5) business days in advance of the meeting to ensure availability.

a19-s9

BOARD OF STANDARDS AND APPEALS

PUBLIC HEARINGS

September 14, 2020 and September 15, 2020, 10:00 A.M. and 2:00 P.M.

NOTICE IS HEREBY GIVEN of teleconference public hearings, Monday, September 14, 2020, at 10:00 A.M. and 2:00 P.M., and Tuesday September 15, 2020, at 10:00 A.M. and 2:00 P.M., to be streamed live through the Board's website (www.nyc.gov/bsa), with remote public participation, on the following matters:

ZONING CALENDAR

2019-67-BZ

APPLICANT – Sheldon Lobel, P.C., for Sheperd DT Corp., owner.
SUBJECT – Application March 29, 2019 – Variance (§72-21) to permit the development of a six-story, three-family residential building contrary to ZR §§ 23-32 (minimum lot area), 23-45 (front yard), and 23-631 (street wall, setback and total height). R5 zoning district.
PREMISES AFFECTED – 2781 Coyle Street, Block 8805, Lot 105, Borough of Brooklyn.

COMMUNITY BOARD #15BK

2020-35-BZ

APPLICANT – Bryan Cave Leighton Paisner LLP, for 4201 Main Street LLC, owner.
SUBJECT – Application April 15, 2020 – Special Permit (§73-66) to permit the construction of a new building in excess of the height limits established under ZR 61-21. C1-2/R6 and R6 zoning district.

PREMISES AFFECTED – 136-18 Maple Avenue, Block 5135, Lot 3, Borough of Queens.

COMMUNITY BOARD #7Q

Margery Perlmutter, Chair/Commissioner

a24-25

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

“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

HOMELESS SERVICES

■ SOLICITATION

Services (other than human services)

ON-CALL LEAD ABATEMENT SERVICES IN THE BRONX

- Competitive Sealed Bids - PIN# 20BSEDM04701 - Due 10-6-20 at 9:00 A.M.

Bidders are hereby notified that this contract is subject to Local Law 1, Minority-Owned and Women-Owned Business Enterprises (MWBE) Requirements, Prevailing Wage Rates and the Project Labor Agreement (PLA) entered between the City and the Buildings and Construction Trades Council of Greater New York (BCTC) affiliated Local Unions. EPIN: 07120B0008

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.

Homeless Services, 150 Greenwich Street, 37th Floor, New York, NY 10007. Polina Fuki (929) 221-6425; fukip@dss.nyc.gov

☛ a25

HUMAN RESOURCES ADMINISTRATION

■ AWARD

Goods

3 YR SUPPORT OF SALESFORCE SOFTWARE CLOUD SERVICES LICENSES FOR JOBS-PLUS

- Intergovernmental Purchase - PIN# 09619G0038001 - AMT: \$366,924.21 - TO: Carahsoft Technology Corp., 1860 Michael Faraday Drive, Suite 100, Reston, VA 20190. Term: 12/8/2019 - 12/7/2020.

☛ a25

Human Services/Client Services

NON-EMERGENCY SCATTER-HOUSING AND SUPPORT FOR PLWAS - 40 UNITS

- Negotiated Acquisition - Judgment required in evaluating proposals - PIN# 06907P0005CNVN004 - AMT: \$1,197,371.00 - TO: Harlem United Community Aids Center Inc., 306 Lenox Avenue, 3rd Floor, New York, NY 10027. Contract Term from 7/1/2020 to 6/30/2021.

☛ a25

Services (other than human services)

SHARED SERVICES/SAVE AUDITS TIER I - Renewal

- PIN# 09613P0003006R002 - AMT: \$1,767,857.00 - TO: Toski and Co., CPAs, P.C., 300 Essjay Road, Suite 115, Williamsville, NY 14221-5723. Term: 12/1/2019 - 11/30/2022.

☛ a25

■ INTENT TO AWARD

Services (other than human services)

OUTFRONT MEDIA GROUP LLC SOLE SOURCE CONTRACT
- Sole Source - Available only from a single source - PIN#09621S0003
- Due 8-27-20 at 2:00 P.M.

Human Resources Administration, Public Engagement Unit, is requesting a Sole Source contract, with OutFront Media Group LLC, (OutFront), for \$60,610.00, for services rendered from 10/7/2019 - 11/3/2019. OutFront provided subway card production and placement of advertisement throughout the MTA subway system, for the Voter Registration, in the run-up to the November elections. Services were procured, due to the urgency and time sensitive nature of the message around Voter Registration, in the run-up to November elections.

EPIN: 09621S0003. Contract Term: 10/7/2019 - 11/3/2019. Contract Amount: \$60,610.00.

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.

Human Resources Administration, 150 Greenwich Street, 37th Floor, New York, NY 10007. Jacques Frazier; frazierjac@dss.nyc.gov

a20-26

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/nycvendononline/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; dmuwbe.capital@parks.nyc.gov

j2-d31

YOUTH AND COMMUNITY DEVELOPMENT

PROCUREMENT

■ INTENT TO AWARD

Human Services/Client Services

BEACON RENEWAL - Renewal - PIN# 26018P0099350R001 - Due 8-26-20 at 9:00 A.M.

In accordance with Section 4-04 of the Procurement Policy Board Rules, the Department of Youth and Community Development (DYCD), intends to renew the Beacon Community Centers with ACS Prevention Program. The Beacons provide activities and services for school-age youth, families and adults including seniors. The Beacon program makes special efforts to engage hard-to-recruit youth and young adults, for whom participation in activities that foster positive youth development, social emotional learning and leadership skills, are beneficial. The term shall be for 2 months from 7/1/2020 to 8/31/2020 with no additional option to renew. PIN: 26018P0099350R001 AMOUNT: \$230,478.00 NAME: Harlem Children's Zone address: 35 East 125th Street, 6th Floor, New York, NY 10035.

Please be advised, that this ad is for informational purposes only. If you wish to contact DYCD for further information, please send an email to ACCO@dycd.nyc.gov.

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.

Youth and Community Development, 2 Lafayette Street, 14th Floor, New York, NY 10007. Dana Cantelmi (646) 343-6310; dcantelmi@dycd.nyc.gov

a25

FY21 NEGOTIATED ACQUISITION FOR COMPREHENSIVE SERVICES FOR IMMIGRANT FAMILIES - Negotiated Acquisition - Specifications cannot be made sufficiently definite - PIN# 260210776205 - Due 8-31-20 at 9:00 A.M.

In accordance with Section 3-04(b) of the Procurement Policy Board Rules, the Department of Youth and Community Development (DYCD), intends to enter into negotiations with the contractor listed below, to provide Comprehensive Services for Immigrant Families.

Comprehensive Services for Immigrant Families helps identify the complex and multiple needs of newly-arrived immigrant families with limited English proficiency (LEP), and, in collaboration with a network of community-based providers, ensure they gain access to relevant services that will help them prosper and become self-sufficient. Each enrolled family will build self-advocacy skills and gain the knowledge to enable them to address specific challenges and navigate key systems that impact their lives (for example, the education, healthcare, housing, benefits, tax, workplace, and legal and immigration systems). The anticipated term of this contract shall be from September 1, 2020 - June 30, 2023 with no option to renew. Contractor: Queens Community House, Inc., Contract Address: 108-25 62nd Drive, Forest Hills, NY 11375. Contract Amount: \$360,000.00. If you are interested in receiving additional information regarding this procurement or any future procurements, please send an email to Acco@Dycd.nyc.gov.

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.

Youth and Community Development, 2 Lafayette Street, 14th Floor, New York, NY 10007. Renise Ferguson (646) 343-6320; referguson@dycd.nyc.gov

a24-28

FY21 NEGOTIATED ACQUISITION FOR ESOL/CIVICS PROGRAM SERVICES - Negotiated Acquisition - Specifications cannot be made sufficiently definite - PIN# 260210077200 - Due 8-31-20 at 9:00 A.M.

In accordance with Section 3-04(b) of the Procurement Policy Board Rules, the Department of Youth and Community Development (DYCD), intends to enter into negotiations with the contractor listed below, to provide ESOL/Civics Program Services. ESOL/Civics instruction will allow immigrants to become fully integrated in public life and place them on the path to U.S. citizenship. The anticipated term of this contract shall be from September 1, 2020 - June 30, 2021 with no option to renew. Contractor: SCO Family of Services Contract, Address: 1 Alexander Place, Glen Cove, NY 11542. Contract Amount: \$51,897.00.

If you are interested in receiving additional information regarding this procurement or any future procurements, please send an email to Acco@Dycd.nyc.gov.

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.

Youth and Community Development, 2 Lafayette Street, 14th Floor, New York, NY 10007. Renise Ferguson (646) 343-6320; referguson@dycd.nyc.gov

a24-28

AGENCY RULES

CONFLICTS OF INTEREST BOARD

■ NOTICE

Notice of Adoption of Final Rules

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE NEW YORK CITY CONFLICTS OF INTEREST BOARD by Sections 192(b), 1043, and 2603(a) of the New York City Charter, that the Conflicts of Interest Board has amended Board Rules Section 1-09 governing City Planning Commissioners.

The proposed Rule was published in the *City Record* on June 18, 2020, and a public hearing was held on July 20, 2020. After consideration of the testimony received, the Conflicts of Interest Board now adopts the following Rule.

Statement of Basis and Purpose

The City Planning Commission (the "Commission") is comprised of thirteen members, including a Chair who serves as a regular employee of the City. Pursuant to City Charter § 192(b), Commission members are prohibited from appearing, directly or indirectly, before the Commission, the Department of City Planning, "or any other city agency for which the conflicts of interest board shall, by rule, determine such appearance creates a conflict of interest with the duties and responsibilities of the member." Pursuant to City Charter § 192(b), the Board adopted Board Rules § 1-09 in 1992 to identify the City agencies before which a Commission member's appearance would pose a conflict. The Board notes, in accordance with City Charter § 2603(c)(4), that two advisory opinions, A.O. Nos. 1993-32 and 2007-2, are straightforward applications of Board Rules § 1-09, requiring no codification as a rule.

The Board now updates and clarifies the rule. The amendments:

(1) remove the definitional sections contained in Board Rules § 1-09(a), which are not unique to the Commission: City Charter § 2601(4) ("Appear"), § 2601(15) ("Ministerial"), and § 2604(b)(6) ("Indirect Appearance");

(2) organize the prohibitions into a more user-friendly format; and

(3) update the agency names that have been changed in the intervening years.

The agency names are deleted or revised as follows:

- The reference to the Mayor's Office of Planning and Coordination has been deleted, as such office has ceased to exist.
- The Art Commission has been designated, by Executive Order No. 119 of 2008, as the Public Design Commission. Because the Art Commission remains part of the City Charter, both names are included.
- The Department of Business Services has become the Department of Small Business Services (Local Law 34 of 2002).
- The Economic Development Corporation, originally formed as a local development corporation, was incorporated as a not-for-profit corporation in 2012 but, as a City agency within the meaning of Charter Section 2601(2), has been named explicitly.
- Reference to local development corporations that

contract with the Department of Small Business Services has been clarified to include business improvement districts.

- Reference to the Hardship Appeals Panel has been deleted for two reasons: first, no person has been appointed to serve on the Hardship Appeals Panel since its creation (Local Law 70 of 1991) as § 3021 of City Charter Chapter 74. Second, because the Hardship Appeals Panel is part of the same Charter chapter establishing the New York City Landmarks Preservation Commission, the proposed Board Rules § 1-09(a)(7) already prohibits any appearances before the Hardship Appeals Panel.

New material is underlined.

Section 1. Section 1-09 of Chapter 1 of Title 53 of the Rules of the City of New York is REPEALED and a new Section 1-09 is added to read as follows:

§1-09 Prohibited Appearances by City Planning Commissioners Before City Agencies.

- (a) For the purposes of Charter Section 192(b), no member of the City Planning Commission shall appear, within the meaning of Charter Section 2601(4), directly or indirectly on any matter before:
- (1) the Mayor, Deputy Mayor, and their staffs;
 - (2) the Mayor's Office of Environmental Coordination;
 - (3) the offices of the Borough Presidents;
 - (4) the City Council, including any individual Council Members and their staffs;
 - (5) Community Boards;
 - (6) the Art Commission/Public Design Commission; and
 - (7) the Landmarks Preservation Commission.
- (b) For the purposes of Charter Section 192(b), no member of the Commission shall appear, within the meaning of Charter Section 2601(4), directly or indirectly on any matter involving zoning or land use before:
- (1) the Department of Buildings, provided that a member of the Commission shall not be barred from filing plans with the Department of Buildings or from making appearances related to the filing of such plans, except that appearances in reconsideration proceedings before a Borough Commissioner, the Commissioner, or a Deputy Commissioner of the Department of Buildings shall be prohibited;
 - (2) the Board of Standards and Appeals;
 - (3) the Department of Consumer Affairs;
 - (4) the Economic Development Corporation; and
 - (5) the Department of Small Business Services and any local development corporation or business improvement district that has entered into a contract with the City to perform services on behalf of the Department of Small Business Services.
- (c) For the purposes of Charter Section 192(b), no member of the Commission shall appear, within the meaning of Charter Section 2601(4), before any City agency with respect to planning, environmental, financial or other aspects of a matter that can reasonably be expected to come before the Commission for approval or other formal action, including, but not limited to, the acquisition or disposition of City-owned land; an application for a zoning change or special permit; action pursuant to the Uniform Land Use Review Procedure; or action on major concessions and franchises.

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Notice of Adoption of Final Rules

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE NEW YORK CITY CONFLICTS OF INTEREST BOARD by Sections 1043, 2603(a), and 2603(c)(4) of the New York City Charter, that the Conflicts of Interest Board has adopted Board Rules Section 1-18 governing the use of City title in promotional materials.

The proposed Rules were published in the City Record on June 18, 2020, and a public hearing was held on July 20, 2020. No comments were received. The Conflicts of Interest Board now adopts the following Rule.

Statement of Basis and Purpose

City Charter § 2604(b)(2) prohibits a public servant from engaging in “any business, transaction or private employment, or hav[ing] any financial or other private interest, direct or indirect, which is in conflict with the proper discharge of his or her official duties.” As codified in Board Rules § 1-13(b), this means that a public servant may not use City resources, including his or her City title, “for any non-City purpose.”

The Conflicts of Interest Board adopts a new § 1-18 of the Board Rules to apply City Charter § 2604(b)(2) to promotional materials produced by or on behalf of a non-City product, program, or entity. The Board has addressed such promotional materials, including book blurbs and print advertisements, in four advisory opinions on endorsements: Nos. 1991-1, 1995-2, 1998-6, and 2000-3. These opinions reflect a determination by the Board that “the City’s interest must be the clear determinant” for a public servant to use his or her City title to promote non-City products, programs, or entities. A.O. No. 1995-2 at 4. Without such a clear City purpose, the use of City resources would “present[] a significant risk of creating the appearance that the public servant’s official position is being used to advance a private interest.” A.O. No. 1991-1 at 1.

The Board has often concluded, both in this context and others, that a City agency itself is in the best position to decide how best to advance its mission. Thus, in Advisory Opinion No. 2008-6, an opinion on official fundraising, the Board observed: “Elected and appointed officials are selected for, among other things, their good judgment, and the Board finds no basis in Chapter 68 to limit the discretion of these officials as to their official charitable fundraising if they are exercising discretion within their defined areas of responsibility.” A.O. No. 2008-6 at 10-11. As a result, the Board advised in this Advisory Opinion, subsequently codified in Board Rules § 1-14, that an agency head need not obtain the Board’s approval every time the agency wanted to fundraise on behalf of a not-for-profit organization.

In providing advice about an individual public servant’s use of City title for endorsements, the Board under normal circumstances defers to an agency head’s determination provided that a demonstrable nexus exists between the product, program, or entity and the agency’s mission. Accordingly, the Board codifies a rule that permits public servants, with the approval of their agency head, to use their City titles in promotional materials produced by or on behalf of a non-City product, program, or entity, provided that there is a demonstrable nexus between the product, program, or entity and the mission of the public servant’s City agency.

The determination of whether a demonstrable nexus exists depends on the specific circumstances of the endorsement and the nature of the public servant’s work for the City. For example:

- In A.O. No. 2000-3, the Board advised the Police Commissioner that he may write and sign a letter that would serve as the introduction to a book published to raise funds for the NYPD Museum, a not-for-profit organization with the sole mission of educating the public about the New York City Police Department.
- In confidential advice, the Board advised an elected official that the elected official could author a welcome letter for the first edition of a privately published freely distributed magazine promoting public transportation in the City. The Board advised the official that the official could write the letter for the purpose of promoting tourism and the use of public transportation within the elected official’s district.
- In confidential advice, the Board advised an elected official that the elected official could not appear in an advertisement for a hospital located within the elected official’s district. The Board provided similar advice to a high-ranking public servant’s proposed appearance in an advertisement for a for-profit business in A.O. No. 1991-1.
- In confidential advice, Board staff advised a high-ranking public servant that the public servant could author a testimonial for a book that demonstrated the City’s role in alleviating inequality and poverty.

To ensure that a public servant is not acting to benefit an associated person or firm— including a close family member such as a spouse, sibling, parent, or child, or any person or firm having a business or financial relationship with the public servant—the rule prohibits an endorsement where the public servant or the public

servant’s agency head is associated, within the meaning of City Charter § 2601(5), with either the entity or an employee of the entity that is the subject of the endorsement. This means, for example, that if an agency head’s spouse wrote a book on a matter connected to the mission of the agency, an agency employee may not provide a promotional blurb for the book on behalf of the agency.

Text of the Rule

New material is underlined.

Section 1. Title 53 of the Rules of the City of New York is amended by adding a new section 1-18, to read as follows:

§ 1-18 Use of City Title in Promotional Materials

- (a) Pursuant to Charter § 2604(b)(2) and § 2604(b)(3), a public servant may use or permit the use of his or her City title and/or City agency in promotional materials produced by or on behalf of a non-City product, program, or entity provided that all of the following conditions are met:
- (i) a demonstrable nexus exists between the product, program, or entity and the mission of the public servant’s agency;
 - (ii) neither the agency head nor the public servant is associated, within the meaning of Charter § 2601(5), with either the person or entity or an employee of the person or entity that is the subject of the endorsement or whose product or program is the subject of the endorsement;
 - (iii) the public servant’s agency head approves in writing the use of the public servant’s City title and/or City agency; and
 - (iv) if the promotional materials solicit donations for a not-for-profit organization, the public servant and public servant’s agency comply with the requirements of Board Rules § 1-14.
- (b) For purposes of this section, an elected official, including a District Attorney, is the agency head of the staff members in their office. The Speaker of the New York City Council is the agency head of the central staff of Council, and a Council Member is the agency head of the staff of their office.

◀ a25



MAYOR’S OFFICE OF CONTRACT SERVICES

■ NOTICE

Notice of Intent to Issue New Solicitations Not Included in FY 2021 Annual Contracting Plan and Schedule

NOTICE IS HEREBY GIVEN that the Mayor will be issuing the following solicitation(s) not included in the FY 2020 Annual Contracting Plan and Schedule that is published pursuant to New York City Charter § 312(a):

Agency: Department of Health and Mental Hygiene
Description of services sought: Working with Community- based Organizations and maternity hospitals to improve maternal health outcomes for Black/brown women in NYC
Start date of the proposed contract: 10/1/2021
End date of the proposed contract: 9/30/2024
Method of solicitation the agency intends to utilize: RFP
Personnel in substantially similar titles within agency: Public Health Educators; Community Coordinator; Public Health Advisors
Headcount of personnel in substantially similar titles within agency: 784

◀ a25

CHANGES IN PERSONNEL

DEPARTMENT OF EDUCATION ADMIN FOR PERIOD ENDING 07/24/20						
NAME		TITLE		ACTION	PROV EFF DATE	AGENCY
		NUM	SALARY			
AGHAEI	MARJAN	51221	\$63,5200	APPOINTED	NO 06/27/20	740
AGHAROWA	OMOSIVIE M	50910	\$60,7800	APPOINTED	YES 06/27/20	740
AGNESE	SAMANTHA M	51221	\$64,2500	APPOINTED	NO 06/27/20	740

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE, AGENCY. Includes names like BARANGAN VICTOR, BARASCH SHOSHANA, BARBIERI CHRISTIN, etc.

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE, AGENCY. Includes names like BLADSTROM EVALYN, BLAMAH ZUBA, BLANK WENDY, etc.

DEPARTMENT OF EDUCATION ADMIN FOR PERIOD ENDING 07/24/20

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE, AGENCY. Includes names like BATALLA MELISSA A, BATION LUDIVINA, BATISTA ELIZABET, etc.

DEPARTMENT OF EDUCATION ADMIN FOR PERIOD ENDING 07/24/20

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE, AGENCY. Includes names like BORGEN ROVITZ INGER M, BORRES RIZZA, BORRIELLO SARAH, etc.



NYC HEALTH + HOSPITALS

METROPLUS HEALTH PLAN

SOLICITATION

Services (other than human services)

CMS RADV AUDIT SERVICES - Request for Proposals - PIN# 100912R156 - Due 9-22-20 at 3:00 P.M.

Risk Adjustment Data Validation (RADV) audit services as required by Centers for Medicare and Medicaid Services (CMS) for Qualified Health Plans (QHP). MetroPlus intends to enter into an agreement with a vendor with demonstrated expertise in the areas of all aspects of the RADV audit, such as Medical Record Review, Enrollment Data Audit, Data Analytics and Risk Scoring, Medical Record Chase, Attestation and Chart Chase Creation and audit package submission to CMS. The vendor will work under the supervision of the Director of Operations - Marketplace on an as needed basis.

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. NYC Health + Hospitals, 160 Water Street, 3rd Floor, New York, NY 10038. Kathleen Nolan (212) 908-8730; nolank@metroplus.org

DEPARTMENT OF EDUCATION ADMIN FOR PERIOD ENDING 07/24/20

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE, AGENCY. Includes names like BERNSTEIN SURI, BERONIO MENDOZA MADONNA, BERRIOS NICOLE, etc.

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, 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. 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 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.

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.

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 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

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

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