

February 26, 2021

**Attn:** Ethan Carrier  
General Counsel  
NYC COIB  
2 Lafayette Street, NY-NY 10007

Dear Mr. Carrier:

This letter serves to notify the COIB that consistent with Rule 1-13(e), I hereby designate Eric Macfarlane, in his official capacity as Deputy Commissioner, to serve on the Advisory Board of the NYU Tandon School of Engineering.

Mr. Macfarlane is Deputy Commissioner for DDC's Infrastructure Division. As such, he manages the design and construction of streets, sewers, watermains, pedestrian bridges and other major public works projects for NYC DEP and DOT. He also manages a large staff consisting of engineers and other construction related City employees, as well as private engineering consultants and construction contractors working on DDC projects.

Based on Mr. Macfarlane's vast experience in public engineering projects, he has been invited to serve on the Advisory Board. The Tandon School's stated mission is to prepare the next generation of engineers for future challenges. I am advised that the Advisory Board will consist of professionals from all areas of engineering and infrastructure disciplines, with experience in both the public and private sectors.

Advisory Board members will assist the school in developing courses to assist in the development of future engineers. The City has a great and on-going need for qualified engineers to support the constantly increasing work load for the City. The Advisory Board is expected to meet two or three times a year, for approximately one hour per meeting. There is no compensation for Advisory Board members.

I am advised that Mr. Macfarlane does not anticipate any conflicts between his day to day responsibilities at DDC and involvement with the Advisory Board. I support Mr. Macfarlane serving in this role, subject to any required stipulations and/or recusals on his part. I am also requesting that Mr. Macfarlane be allowed the reasonable and incidental use of city time, equipment supplies and resources for his participation on the Advisory Board as part of his City duties. Although DDC has several contracts with NYU, none are specifically with the Tandon School, and Mr. Macfarlane has no direct or indirect involvement with any of those contracts. The Infrastructure Division has no contracts with any of the colleges or schools within NYU.

Your consideration of this request is greatly appreciated. Please do not hesitate to contact me or Deputy General Counsel Lisa Litera who can be reached at 718-391-1733.

Sincerely,

  
David Varoli