



# THE CITY RECORD

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## THE CITY RECORD

**BILL DE BLASIO**

Mayor

**LISETTE CAMILO**

Commissioner, Department of Citywide  
Administrative Services

**JANAE C. FERREIRA**

Editor, The City Record

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in the City Record.

## PUBLIC HEARINGS AND MEETINGS

See Also: *Procurement; Agency Rules*

### 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 April 20, 2020, at 9:00 A.M. To be held at the Municipal Building, One Centre Street, New York, NY 10007.



a14-22

### OFFICE OF LABOR RELATIONS

#### MEETING

The New York City Deferred Compensation Plan Board, will hold its next Deferred Compensation Plan Hardship Board meeting on, Thursday, April 16, 2020, at 3:00 P.M. The meeting will be held at 22 Cortlandt Street, 28th Floor, Conference Room A, New York, NY 10007.

a9-16

### 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, April 21, 2020, a public hearing will be held, at 1 Centre Street, 9th Floor, Borough of Manhattan with respect to the following properties 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. Any person requiring reasonable accommodation in order to participate in the hearing or attend the meeting, should contact the Landmarks Commission no later than 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.**

**4134 Greenpoint Avenue - Greenpoint Historic District**

**LPC-20-01260** - Block 2563 - Lot 32 - **Zoning: R6A**

**CERTIFICATE OF APPROPRIATENESS**

An altered flathouse, designed by Claus Dunkhase and built in 1890. Application is to alter the façade.

**11 Cranberry Street - Brooklyn Heights Historic District**

LPC-20-08403 - Block 214 - Lot 25 - Zoning: R6

**CERTIFICATE OF APPROPRIATENESS**

A Greek Revival style rowhouse, built in 1836. Application is to alter the rear façade.

**403 East 19th Street - Ditmas Park Historic District**

LPC-20-06366 - Block 5183 - Lot 1 - Zoning: R1-2

**CERTIFICATE OF APPROPRIATENESS**

A Colonial Revival style house, designed by Benjamin Driesler and built in 1909-10. Application is to legalize the replacement of roofing without Landmarks Preservation Commission permit(s).

**Orchard Beach Bathhouse and Promenade - Individual Landmark**

LPC-20-08771 - Block 5650 - Lot 1 - Zoning:

**BINDING REPORT**

A Modern Classical style waterfront recreation complex, with Beaux-Arts elements, designed by Aymar Embury II and landscape architects Gilmore D. Clarke and Michael Rapuano, and built in 1934-37. Application is to construct barrier-free access ramps; regrade areas; modify stairs, masonry openings and parapets; enclose a covered pavilion; and install infill, partitions, signage, rooftop mechanical equipment, railings and light fixtures.

**448-4456 Tibbett Avenue - Fieldston Historic District**

LPC-20-06282 - Block 5806 - Lot 723, 721 - Zoning: R1-2

**CERTIFICATE OF APPROPRIATENESS**

An altered Dutch Colonial Revival style residence, designed by Francis Averkamp and built in 1922-24; and a Mediterranean Revival style residence, designed by Haugaard & Bernheim and built in 1922-24. Application is to construct a dormer, replace windows, construct a barrier-free access ramp, platform and parking lot, and alter the sidewalks and driveway.

**49-51 Chambers Street - African Burial Ground & The Commons Historic District**

LPC-20-08010 - Block 153 - Lot 18 - Zoning: C6-4

**CERTIFICATE OF APPROPRIATENESS**

A Beaux-Arts style skyscraper and interior, designed by Raymond F. Almirall and built in 1909-12. Application is to alter the interior banking hall; install signage, a marquee, and lighting at the Chambers Street façade; and alter windows and doors at the Reade Street façade.

**60 Hudson Street - Interior Landmark**

LPC-20-05764 - Block 144 - Lot 40 - Zoning: C6-2A

**CERTIFICATE OF APPROPRIATENESS**

An Art Deco style communications building, designed by Ralph Walker of Voorhees, Gmelin & Walker and built in 1928-30. Application is to install turnstiles and desks at the designated interior.

**120 Broadway - Individual Landmark**

LPC-20-04905 - Block 47 - Lot 7501 - Zoning: C5 -5

**CERTIFICATE OF APPROPRIATENESS**

A Beaux-Arts style office building, designed by E. R. Graham and built in 1913-15. Application is to modify a display window, to install entrance infill and a barrier-free access ramp.

**196 6th Avenue - Sullivan-Thompson Historic District**

LPC-20-06205 - Block 504 - Lot 14 - Zoning: R7-2

**CERTIFICATE OF APPROPRIATENESS**

A Postmodern style apartment building, originally built as a police station by Nathaniel Bush in 1893, and redesigned by Terrance R. Williams in 1987. Application is to replace a solarium and construct a pergola.

**61-63 Crosby Street - SoHo-Cast Iron Historic District Extension**

LPC-20-04189 - Block 482 - Lot 13 - Zoning: M1-5B

**MODIFICATION OF USE AND BULK**

An Italianate style store and loft building, with Neo-Grec style features, designed by W. Joralemon and built in 1873-1874, and altered by Theodore A. Tribit in 1875. Application is to request that the Landmarks Preservation Commission, issue a report to the City Planning Commission relating to an application for a Modification of Use and Bulk, pursuant to Section 74-711 of the Zoning Resolution.

**15 7th Avenue - Greenwich Village Historic District**

LPC-20-02819 - Block 607 - Lot 7503 - Zoning: R8

**CERTIFICATE OF APPROPRIATENESS**

A hospital building, designed by Eggers & Higgins and built in 1950. Application is to legalize the installation of signage and a flagpole installed, without Landmarks Preservation Commission permit(s).

**610 Fifth Avenue, 620 Fifth Avenue, 626 Fifth Avenue, 630 Fifth Avenue, 636 Fifth Avenue, 1 Rockefeller Plaza and 30 Rockefeller Plaza - Individual Landmark**

LPC-20-07949 - Block Mult - Lot Mult - Zoning: C5-2.5, C5-3

**CERTIFICATE OF APPROPRIATENESS**

Seven office buildings, including The British Building; La Maison Francaise; Palazzo d'Italia; International Building; International Building North; 1 Rockefeller Plaza Building; and RCA Building, designed by a consortium of architects known as the Associated Architects, with portions designed by a group of fine artists, built in

1932-34 and 1936-38 as parts of an Art Deco style office, commercial and entertainment complex. Application is to establish a Master Plan governing the future installation of storefronts and signage.

**630 Fifth Avenue aka 45 Rockefeller Plaza, 1 Rockefeller Plaza and 50 Rockefeller Plaza - Individual Landmark**

LPC-20-07948 - Block Mult - Lot Mult - Zoning: C5-2.5, C5-3

**CERTIFICATE OF APPROPRIATENESS**

Three office buildings, designed by a consortium of architects known as the Associated Architects, with portions, designed by a group of fine artists, built in 1933-34 and 1936-1938 as parts of an Art Deco style office, commercial and entertainment complex. Application is to modify openings and replace storefront and entry infill.

**630 Fifth Avenue aka 45 Rockefeller Plaza - Individual Landmark**

LPC-20-07947 - Block 1266 - Lot 1 in part - Zoning: C5-2.5, C5-3

**CERTIFICATE OF APPROPRIATENESS**

An office tower with lower eastern wings (626 and 636 Fifth Avenue), designed by a consortium of architects known as the Associated Architects, with portions, designed by a group of fine artists, built in 1933-34 as part of an Art Deco style office, commercial and entertainment complex. Application is to install signage.

**1158 Broadway - Madison Square North Historic District**

LPC-20-05685 - Block 829 - Lot 30 - Zoning: M1-6

**CERTIFICATE OF APPROPRIATENESS**

A building originally built in 1880-81 and converted to an office building with a new façade in 1959. Application is to alter a storefront and install signage and an awning.

**1501 Broadway, aka 1493-1505 Broadway, 201-215 West 43rd Street, and 200-214 West 44th Street - Individual Landmark**

LPC-20-06239 - Block 1015 - Lot 29 - Zoning: C6-7T

**MISCELLANEOUS - AMENDMENT**

A French Beaux-Arts style setback skyscraper, designed by Cornelius Ward Rapp and George Leslie Rapp and built in 1926-1927. Application is to amend Certificate of Appropriateness 19-21562, establishing a master plan for the future installation of storefronts and signage, and to install a marquee.

**2 West 67th Street - Upper West Side/Central Park West Historic District**

LPC-19-41013 - Block 1119 - Lot 36 - Zoning: R10A - C4-7

**CERTIFICATE OF APPROPRIATENESS**

A Neo-Renaissance style studio building, designed by Rich & Mathesius and built in 1919. Application is to replace windows.

**244 Riverside Drive - Riverside - West End Historic District Extension II**

LPC-20-05813 - Block 1887 - Lot 36 - Zoning: R10A

**CERTIFICATE OF APPROPRIATENESS**

A Renaissance Revival style tenement building, designed by Robert T. Lyons and built in 1907. Application is to install a barrier-free access ramp.

**120 West 74th Street - Upper West Side/Central Park West Historic District**

LPC-20-05622 - Block 1145 - Lot 41 - Zoning: R8B

**CERTIFICATE OF APPROPRIATENESS**

A Queen Anne/ Romanesque Revival style rowhouse, designed by Thom & Wilson and built in 1886-1887. Application is to alter the areaway and construct a ramp and garbage enclosure.

**160 Central Park West, aka 2 West 76th Street - Central Park West - West 76th Street Historic District**

LPC-20-07589 - Block 1128 - Lot 33 - Zoning: C5-1 R10H

**CERTIFICATE OF APPROPRIATENESS**

An English Gothic style church building, designed by William Appleton Potter and built in 1897-1898. Application is to alter the areaway and install a barrier-free access ramp.

**1295 Madison Avenue, aka 43 East 92nd Street - Expanded Carnegie Hill Historic District**

LPC-20-06688 - Block 1504 - Lot 20 - Zoning: R10 C1-5

**CERTIFICATE OF APPROPRIATENESS**

A Neo-Renaissance style hotel building, designed by Louis Korn and built in 1899-1900. Application is to alter facades, fill in light courts and construct a rooftop addition.

## 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.

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### OFFICE OF CITYWIDE PROCUREMENT

■ NOTICE

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

■ PUBLIC HEARINGS

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

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## 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)

**ADMINISTRATION FOR CHILDREN'S SERVICES**

**PROCUREMENT**

■ INTENT TO AWARD

*Human Services/Client Services*

**HOMEMAKER SERVICES** - Negotiated Acquisition - Available only from a single source - Due 4-17-20 at 4:00 P.M.

- PIN# 06812P0001005N001
- PIN# 06819X0013CNVN001
- PIN# 06812P0001002N001
- PIN# 06812P0001007N001
- PIN# 06812P0001003N001

The New York City Administration for Children's Services, in accordance with Section 3-04(b)(2)(iii) of the Procurement Policy Board Rules, intends to extend the contracts below for an additional six months via the negotiated acquisition extension procurement process. The following contracts are for the provision of Homemaker Services. The term of the contract extensions will be from 7/1/2020 thru 12/31/2020.

- Contractor/ Business Address EPIN Contract Amount.
- Richmond Home Need Services 06812P0001005N001 \$2,231,489.66
- South Shore Home Health Services 06819X0013CNVN001 \$4,124,678.58
- Selfhelp Community Services 06812P0001002N001 \$3,528,506.73
- The Children's Aid Society 06812P0001007N001 \$1,964,336.73
- The Dannelisse Corp 06812P0001003N001 \$3,014,204.25

This notice is for information purposes only. Organizations interested in future solicitation for these services, are invited to do so by submitting a simple, electronic prequalification application using the City's new Health and Human Services (HHS) Accelerator System. To prequalify or 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).

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.

Administration for Children's Services, 150 William Street, 9th Floor, New York, NY 10009. Peter Pabon (212) 341-3450; Fax: (212) 341-3504; [peter.pabon@acs.nyc.gov](mailto:peter.pabon@acs.nyc.gov)

a8-14

**EMPLOYEES' RETIREMENT SYSTEM**

■ AWARD

*Goods and Services*

**FILENET UPGRADE** - Request for Proposals - PIN# RFP#12092019-FILENET - AMT: \$148,900.00 - TO: Das, 92-11 Forest Hills, Suite 207, Richmond, VA 23235.

NYCERS has determined that there is a need for an upgrade to the FileNet system (the "FileNet Upgrade") and for component extended support.

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**HOMELESS SERVICES**

**OFFICE OF CONTRACTS**

■ INTENT TO AWARD

*Services (other than human services)*

**HOMELESS MANAGEMENT INFORMATION SYSTEM (HMIS) DATA WAREHOUSE SERVICES** - Sole Source - Available only from a single source - PIN# 07120S0001 - Due 4-20-20 at 2:00 P.M.

DSS/Office of Planning and Performance Management, is requesting a sole source contract with Foothold Technology, Inc., to provide HMIS data warehouse services from 1/1/2020 to 12/31/2021. This data warehouse is specifically designed to accept HUD-compliant data files from participating providers in a streamlined fashion, resulting in a comprehensive and complete data set held by the City, without the requirement that all providers use the AWARDS HMIS system directly.

This sole source contract will allow DSS/OPPM to thoughtfully plan an expansion of the HMIS system, while prepare and carry out a competitive RFP, to select the vendor most appropriate to build this expanded system.

- EPIN: 07120S0001
- Contract Term: 1/1/2020 - 12/31/2021
- Contract Amount: \$1,223,5000

Foothold has developed an incomparable level of knowledge of the unique operational constraints of HMIS, within the city administration, but also the needs and challenges of the partnering organization mandated by HUD, to contribute data and upon which the success of the project depends.

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. Jacques Frazier (929) 221-5554; [frazierjac@dss.nyc.gov](mailto:frazierjac@dss.nyc.gov)

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**HOUSING AUTHORITY**

**FINANCE - RISK MANAGEMENT**

■ SOLICITATION

*Services (other than human services)*

**POL/EPL 2020** - Request for Proposals - PIN# POL EPL 2020 - Due 4-24-20 at 3:00 P.M.

Public Officials Liability/Employment Practices Liability, requests for quotations from qualified insurers.

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, Edgewood Partners Insurance Center, 1 American Lane, Greenwich, CT 06831-2551. Timothy Ward (203) 658-0514; Fax: (203) 724-0864; [timothly.ward@epicbrokers.com](mailto:timothly.ward@epicbrokers.com); [kristin.falzone@epicbrokers.com](mailto:kristin.falzone@epicbrokers.com)

a3-23

**RISK MANAGEMENT**

■ SOLICITATION

*Services (other than human services)*

**IFB ADV 2020 LIABILITY** - Negotiated Acquisition - Judgment required in evaluating proposals - PIN# GL2020 - Due 4-24-20 at 3:00 P.M.

Invitation For Bid.

General Liability/automobile Liability/non-owned And Hired Automobile Liability/ Employee Benefits Liability And Excess Employer's Liability.

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, Edgewood Partners Insurance Center, 1 American Lane, 1st Floor, Greenwich, CT 06831-2551. Timothy Ward (203) 658-0514; Fax: (203) 724-0864; timothy.ward@epicbrokers.com; tom.heiple@epicbrokers.com

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**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

■ SOLICITATION

*Services (other than human services)*

**CANCELLATION: PARKING LOTS, AT RANDALL'S ISLAND** - Competitive Sealed Proposals - Judgment required in evaluating proposals - PIN# M104-PL2019 - Due 5-1-20

The New York City Department of Parks and Recreation ("NYC Parks"), is canceling its Request for Proposals ("RFP"), for the Renovation, Operation, and Maintenance of the Parking Lots, at Randall's Island Park, Manhattan.

The solicitation is being cancelled due to the current situation regarding the Coronavirus Disease (COVID-19). No consideration will be given to any proposals submitted and/or received under this solicitation.

Thank you for your continued interest in working with NYC Parks.

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, The Arsenal, 830 Fifth Avenue, Room 407, New York, NY 10065. Andrew Coppola (212) 360-3454; Fax: (212) 360-3434; [andrew.coppola@parks.nyc.gov](mailto:andrew.coppola@parks.nyc.gov)

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**CONTRACTS**

■ AWARD

*Construction / Construction Services*

**RECONSTRUCTION OF ATHLETIC FIELDS** - Competitive Sealed Bids - PIN# 84619B0022001 - AMT: \$3,738,216.47 - TO: Kelco Construction Inc., 25 Newton Place, Hauppauge, NY 11788. Q445-118M

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**QUEENS GENERAL SITEWORK** - Competitive Sealed Bids - PIN# 84618B0161001 - AMT: \$1,712,570.00 - TO: Mount Olympos Restoration Inc., 3910 Bayberry Lane, Seaford, NY 11783. QG-217M

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**RECONSTRUCTION OF SIDEWALKS** - Competitive Sealed Bids - PIN# 84618B0228001 - AMT: \$1,775,000.00 - TO: Dragonetti Brothers Landscaping, 129 Louisiana Avenue, Brooklyn, NY 11207. BG-1018M

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**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](mailto: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 CONTRACT SERVICES**

■ PUBLIC HEARINGS

**RESCHEDULING NOTICE OF APRIL 14, 2020 CONTRACT PUBLIC HEARING**

**APRIL 14, 2020 CONTRACT PUBLIC HEARING WILL BE RESCHEDULED.**

**DATE AND LOCATION TO BE DETERMINED.**



a3-14

**SPECIAL MATERIALS**

**CHANGES IN PERSONNEL**

POLICE DEPARTMENT FOR PERIOD ENDING 03/06/20						
NAME		TITLE		ACTION	PROV EFF DATE	AGENCY
		NUM	SALARY			
GARCIA	JEANETTE	70205	\$15.4500	APPOINTED	YES 02/21/20	056
GARCIA	LUIS	60817	\$33819.0000	APPOINTED	NO 01/29/20	056

GARCIA GREEN	REYMON	71651	\$40661.0000	RESIGNED	NO	11/10/19	056
GAYLE	JASMINE	J 21849	\$55098.0000	APPOINTED	YES	02/25/20	056
GHOSH	SHADANAN	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GIARGIAS	LORI	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GIBBS	KYLE	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GILES	HALEMA	M 70205	\$15.4500	APPOINTED	YES	02/21/20	056
GILL	CANDACE	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GIST	CHANTRA	A 70205	\$15.4500	APPOINTED	YES	02/22/20	056
GLOSS	GEORGE	A 7021B	\$109360.0000	RETIRED	NO	09/30/19	056
GLOVER	JASMINE	J 60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GOINS	ANISTAIS	W 70205	\$15.4500	APPOINTED	YES	02/21/20	056
GOITIA	JASON	J 70235	\$109360.0000	RETIRED	NO	09/01/19	056
GOODWIN	DOMINIQU	M 56056	\$17.9100	APPOINTED	YES	02/18/20	056
GORMAN	VICTOR	G 7021D	\$97324.0000	RETIRED	NO	09/01/19	056
GOVERNANTI	BRIAN	P 70210	\$42500.0000	RESIGNED	NO	02/01/20	056
GRAVES	ALFRED	90644	\$38878.0000	RETIRED	YES	02/18/20	056
GRAVES	TIMOTHY	G 60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GRAY	SHERIKA	A 60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GREENE	MATTHEW	A 56056	\$17.9100	APPOINTED	YES	02/18/20	056
GRULLON	CRYSTAL	S 60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GUANDIQUE	JENNIFER	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GUEVARA ESPINOS	YULEISY	V 60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GUIFFRE	CHRISTOP	G 7026B	\$138089.0000	RETIRED	NO	09/12/19	056
GUTIERREZ	ADRIANA	C 70205	\$15.4500	APPOINTED	YES	02/21/20	056
GUZMAN	JOEL	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
GUZMAN HERNANDE	ANNERYS	M 21849	\$55098.0000	APPOINTED	YES	02/23/20	056
HAAS	RONALD	M 7026E	\$181172.0000	RETIRED	NO	09/01/19	056
HALL	SHERNEIL	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
HAMDY	HASSAN	A 7021D	\$97324.0000	RETIRED	NO	09/01/19	056
HAMLIN	DIANE	M 31105	\$51091.0000	DECEASED	NO	02/17/20	056
HARRIS	BRENDA	70205	\$14.0400	RESIGNED	YES	09/02/17	056
HARRIS	KENNETH	R 60817	\$34937.0000	RESIGNED	NO	02/14/20	056
HARRIS	LESLIE	M 71012	\$34263.0000	RESIGNED	YES	05/05/10	056
HASAN	ROKIBUL	71651	\$41881.0000	RESIGNED	NO	02/11/20	056
HASSELL	GEORGETT	60817	\$33819.0000	APPOINTED	NO	01/29/20	056
HENRY	NATASHA	M 70205	\$15.4500	APPOINTED	YES	02/21/20	056
HERNANDEZ	TERESA	70205	\$15.4500	APPOINTED	YES	02/21/20	056
HERNANDEZ CORON	LUIS	A 70205	\$15.4500	APPOINTED	YES	02/27/20	056
HERNANDEZ MONTE	CINDY	70205	\$15.4500	APPOINTED	YES	02/21/20	056



OFFICE OF THE MAYOR

NOTICE

EMERGENCY EXECUTIVE ORDER NO. 106  
DECLARATION EXTENDING LOCAL STATE OF EMERGENCY  
APRIL 9, 2020  
EMERGENCY EXECUTIVE ORDER

WHEREAS, on March 7, 2020, New York State Governor Andrew Cuomo declared a State disaster emergency for the entire State of New York to address the threat that COVID-19 poses to the health and welfare of New York residents and visitors; and

WHEREAS, Emergency Executive Order No. 98, issued March 12, 2020, contains a declaration of a state of emergency in the City of New York due to the threat posed by COVID-19 to the health and welfare of City residents, and such declaration remains in effect for a period not to exceed thirty (30) days or until rescinded, whichever occurs first; and

WHEREAS, this Order is given because of the propensity of the virus to spread person-to-person and also because the actions taken to prevent such spread have led to property loss and damage; and

WHEREAS, measures taken to combat the spread of COVID-19 may prevent individuals, businesses and other entities from meeting legally imposed deadlines for the filing of certain documents or for the completion of other required actions; and

WHEREAS, this Order is given in order to ensure that the Governor's orders are enforced; and

NOW, THEREFORE, pursuant to the powers vested in me by the laws of the State of New York and the City of New York, including but not limited to the New York Executive Law, the New York City Charter and the Administrative Code of the City of New York, and the common law authority to protect the public in the event of an emergency:

Section 1. I hereby direct that the State of Emergency declared in Emergency Executive Order No. 98, dated March 12, 2020, is extended for thirty (30) days.

§ 2. I hereby direct that section 1 of Emergency Executive Order No. 105, dated April 4, 2020, is extended for five (5) days.

§ 3. I hereby order that sections 1-09.1 and 1-09.3 of title 2 of the Rules of the City of New York, relating to practices and procedures of the Board of Standards and Appeals, to the extent such provisions require that an application and supporting materials be submitted in-person, are modified to allow applications to be filed electronically during the pendency of the emergency.

§ 4. I hereby order that sections 1-10.4, 1-10.6 and 1-10.7 of title 2 of the Rules of the City of New York, relating to practices and procedures of the Board of Standards and Appeals, to the extent such provisions require the posting of the hearing calendar at Board of Standards and Appeals' offices and the mailing or in-person delivery of application materials and hearing notices, are suspended, provided that delivery of application materials and hearing notices shall be made by electronic means during the pendency of the emergency.

§ 5. I hereby suspend section 4-112 of the New York City Administrative Code to the extent that such section requires conveyances of real property to be signed by the City Clerk and to bear the seal of the City.

§ 6. I hereby suspend subdivisions d and e of section 17-196 of the New York City Administrative Code to the extent that subdivision d prohibits requiring the use of the electronic death registration system for the registration of deaths in the event of an emergency declared by the Mayor or the Commissioner of Health and Mental Hygiene, and that subdivision e requires quarterly training on the use of such system, provided that such training be made available upon the request of any responsible person, as that term is defined in such section, and, furthermore, I hereby permit the Board of Health to require the electronic death registration system be the exclusive means for the registration of deaths occurring within the City.

§ 7. This Order incorporates any and all relevant provisions of Governor Executive Order No. 202 and subsequent orders issued by the Governor of New York State to address the State of Emergency declared in that Order pursuant to his powers under section 29-a of the Executive Law.

§ 8. I hereby direct the Fire Department of the City of New York, the New York City Police Department, the Department of Buildings, the Sheriff, and other agencies as needed to immediately enforce the directives set forth in this Order in accordance with their lawful enforcement authorities, including but not limited to Administrative Code sections 15-227(a), 28-105.10.1, and 28-201.1, and section 107.6 of the New York City Fire Code. Violations of the directives set forth in this Order may be issued as if they were violations under the New York City Health Code, title 24 Rules of the City of New York section 3.11, and may be enforced as such by the Department of Health and Mental Hygiene or any other agency named in this section.

§ 9. The State of Emergency shall remain in effect for a period not to exceed thirty days or until rescinded, whichever occurs first. Additional declarations to extend the State of Emergency for additional periods not to exceed thirty days will be issued if needed. The remainder of this Order shall remain in effect for five (5) days unless terminated at an earlier date. This Order may be extended for additional periods not to exceed five (5) days each during the pendency of the local state of emergency.

Bill de Blasio,  
MAYOR

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BOARD OF CORRECTION

MEETING

The New York City Board of Correction will hold a special meeting on Tuesday, April 14, 2020, at 8:30 A.M. The Board will discuss variance requests submitted on April 6, 2020 by NYC Health + Hospitals' Correctional Health Services.

The meeting will be held remotely via video conference. Please visit the below link to access the meeting. The public may also listen to the meeting using the phone number below. A recording of the meeting will be available on the Board's website following the meeting.

https://nycboc.webex.com/nycboc/onstage/g.php?MTID=e17e3ff50fbd6ddeb5f4a9db0a90f4e0 (web conference link)  
1-408-418-9388 with access code 710 334 378

More information is available on the Board's website at https://www1.nyc.gov/site/boc/index.page

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# 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
NA/8	For ongoing construction project only: Compelling programmatic needs
NA/9	New contractor needed for changed/additional work
NA/10	Change in scope, essential to solicit one or limited number of contractors
NA/11	Immediate successor contractor required due to termination/default

For Legal services only:

NA/12	Specialized legal devices needed; 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
SC	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.
Use the following address unless otherwise specified or submit bid/proposal documents; etc.	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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1 Centre Street, 17th Floor, New York, NY 10007-1602

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Company: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip+4: \_\_\_\_\_

Phone: (\_\_\_\_) \_\_\_\_\_ Fax: (\_\_\_\_) \_\_\_\_\_

Email: \_\_\_\_\_

Signature: \_\_\_\_\_

**Note:** This item is not taxable and non-refundable. The City Record is published five days a week, except legal holidays. For more information call: 212-386-0055, fax: 212-669-3211 or email [crcsubscriptions@dcas.nyc.gov](mailto:crcsubscriptions@dcas.nyc.gov)

