



# THE CITY RECORD

Official Journal of The City of New York

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## TABLE OF CONTENTS

### PUBLIC HEARINGS & MEETINGS

City Council	.2699
Civilian Complaint Review Board	.2699
Community Boards	.2699
Board of Education Retirement System	.2699
Employees Retirement System	.2699
Equal Employment Practices	
Commission	.2699
Franchise and Concession Review	
Committee	.2700
Landmarks Preservation Commission	.2700

Office of the Mayor . . . . .2700

### PROPERTY DISPOSITION

Citywide Administrative Services	. . . . .2701
Municipal Supply Services	. . . . .2701
Sale by Auction	. . . . .2701
Police	. . . . .2701

### PROCUREMENT

Administration for Children's Services	.2701
Chief Medical Examiner	. . . . .2701
City University	. . . . .2701
Citywide Administrative Services	. . . . .2701
Agency Chief Contracting Officer/Contracts	2701

Municipal Supply Services . . . . .2701

Vendor Lists . . . . .2701

Comptroller . . . . .2701

    Asset Management . . . . .2701

Design and Construction . . . . .2701

    Contracts . . . . .2701

Environmental Protection . . . . .2701

    Agency Chief Contracting Officer . . . .2702

Finance . . . . .2702

Health and Hospitals Corporation . . . .2702

Health and Mental Hygiene . . . . .2702

    Agency Chief Contracting Officer . . .2702

Information Technology and

Telecommunications . . . . .2702

    Executive Division . . . . .2702

Parks and Recreation . . . . .2702

    Revenue and Concessions . . . . .2702

### SPECIAL MATERIALS

Mayor's Office of Environmental

    Remediation . . . . .2702

Housing Preservation and Development

    Changes in Personnel . . . . .2703

### LATE NOTICES

Economic Development Corporation . .2705

Citywide Administrative Services . . . .2705

READER'S GUIDE . . . . .2706

## THE CITY RECORD

MICHAEL R. BLOOMBERG, Mayor

EDNA WELLS HANDY, Commissioner, Department of Citywide Administrative Services.  
ELI BLACHMAN, Editor of The City Record.

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## PUBLIC HEARINGS AND MEETINGS

See Also: Procurement; Agency Rules

## CITY COUNCIL

### ■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN THAT the Council has scheduled the following public hearing on the matters indicated below:

The Subcommittee on Zoning and Franchises will hold a public hearing on the following matters in the Council Committee Room, 250 Broadway, 16th Floor, New York City, New York 10007, commencing at 9:30 A.M. on Wednesday, December 14, 2011:

#### SCARPINA BAR & GRILL

MANHATTAN CB - 2 20125025 TCM  
Application pursuant to Section 20-226 of the Administrative Code of the City of New York, concerning the petition of Arta LLC, d/b/a Scarpina Bar & Grill, for a revocable consent to establish, maintain and operate an unenclosed sidewalk café located at 88 University Place.

#### WALLSE RESTAURANT

MANHATTAN CB - 2 20125094 TCM  
Application pursuant to Section 20-226 of the Administrative Code of the City of New York, concerning the petition of Schatzi Corp., d/b/a Wallse Restaurant, for a revocable consent to continue to maintain and operate an unenclosed sidewalk café located at 342-344 West 11th Street.

#### BROADWAY MALLS

MANHATTAN CB - 7 C 100122 MMM  
Application submitted by the Department of Parks and Recreation and the Department of Transportation, pursuant to Sections 197-c and 199 of the New York City Charter and Section 5-430 et seq. of the New York City Administrative Code, for an amendment to the City Map involving:

- the elimination, discontinuance and closing of portions of Broadway between West 94th Street and West 97th Street;
- the establishment of parks within Broadway between West 94th Street and West 97th Street;
- the establishment of block dimensions and street widths; and
- the adjustment of grades necessitated thereby,

including authorization for any acquisition or disposition of real property related thereto, in accordance with Map No. 30240, dated October 29, 2010 and signed by the Borough President.

#### BROADWAY MALLS

MANHATTAN CB - 7 N 120037 ZRM  
Application submitted by the New York City Department of Parks and Recreation pursuant to Sections 197-c and 201 of

the New York City Charter for an amendment of the Zoning Resolution of the City of New York, concerning Section 12-10 (DEFINITIONS), relating to the defined term "wide street".

Matter in underline is new, to be added;  
Matter in ~~Strikeout~~ is old, to be deleted;  
Matter within # # is defined in Section 12-10;  
\*\*\* indicates where unchanged text appears in the Zoning Resolution

### 12-10 DEFINITIONS

Street, wide (~~10/17/07~~)

A "wide Street" is any #street# 75 feet or more in width. [ADD PROPOSED SPACE BETWEEN LINES HERE]

In C5-3, C6-4 or C6-6 Districts, when a #front lot line# of a #zoning lot# adjoins a portion of a #street# whose average width is 75 feet or more and whose minimum width is 65 feet, such portion of a #street# may be considered a #wide street#; or when a #front lot line# adjoins a portion of a #street# 70 feet or more in width, which is between two portions of a #street# 75 feet or more in width, and which portion is less than 700 feet in length, such portion may be considered a #wide street#, and in that case, for the purposes of the height and setback regulations and the measurement of any #publicly accessible open area# or #arcade#, the #street line# shall be considered to be a continuous line connecting the respective #street lines# of the nearest portions of the #street# which are 75 feet or more in width.

In Community District 7 in the Borough of Manhattan, the roadways of Broadway between West 94th and West 97th Streets which are separated by mapped #public park# shall each be considered a #wide street#.

The Subcommittee on Landmarks, Public Siting and Maritime Uses will hold a public hearing in the Council Committee Room, 250 Broadway, 16th Floor, New York City, New York 10007, commencing at 11:00 A.M. on Wednesday, December 14, 2011.

The Subcommittee on Planning, Dispositions and Concessions will hold a public hearing in the Council Committee Room, 250 Broadway, 16th Floor, New York City, New York 10007, commencing at 1:00 P.M. on Wednesday, December 14, 2011.

## CIVILIAN COMPLAINT REVIEW BOARD

### ■ MEETING

The next monthly public board meeting of the Civilian Complaint Review Board will take place on Wednesday, December 14, 2011 at 10:00 A.M. at 40 Rector Street, 2nd Floor, New York, NY 10006. Photo ID is required to enter the building.

If you wish to attend the meeting and have limited English proficiency, the CCRB can provide an interpreter. Please contact Marcos Soler on (212) 442-8736 prior to the date of the meeting if you need this service.

## COMMUNITY BOARDS

### ■ PUBLIC HEARINGS

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

#### BOROUGH OF QUEENS

COMMUNITY BOARD NO. 13 - Wednesday, December 14, 2011, 7:30 P.M., Harvest Revival Church, 119-33 Springfield Boulevard, Cambria Heights, NY

A Public Hearing regarding ULURP #C090466ZMQ, Springfield Boulevard rezoning.

d9-14

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

#### BOROUGH OF BROOKLYN

COMMUNITY BOARD NO. 12 - Tuesday, December 13, 2011 at 6:00 P.M., AMICO, 5901 13th Avenue, Brooklyn, NY

#### BSA #165-11-BZ

1561 50th Street  
The application requests a variance to permit the enlargement of the existing Synagogue at the premises to extend the 3rd story and add a 4th story to house a Holocaust Educational Center and legalize the enlargement of a women's balcony on the 2nd story.

d7-13

## BOARD OF EDUCATION RETIREMENT SYSTEM

### ■ MEETING

The next regular meeting of the Board of Education Retirement System (BERS) of the City of New York Trustees will meet on Wednesday, December 14, 2011. This meeting will be held at Newtown High School, 48-01 90th Street, Room B59, Flushing, New York 11373.

The meeting will convene at 4:30 P.M. An agenda will be distributed to BERS Trustees prior to the meeting.

If you need more information, please contact Noro Healy at (718) 935-4529 or email: [nhealy@bers.nyc.gov](mailto:nhealy@bers.nyc.gov)

d7-13

## EMPLOYEES RETIREMENT SYSTEM

### ■ INVESTMENT MEETING

Please be advised that the next Investment Meeting of the Board of Trustees of the New York City Employees' Retirement System has been scheduled for Tuesday, December 20, 2011 at 9:30 A.M. to be held at the New York City Employees' Retirement System, 335 Adams Street, 22nd Floor, Boardroom, Brooklyn, NY 11201-3751.

d13-19

## EQUAL EMPLOYMENT PRACTICES COMMISSION

### ■ MEETING

The next meeting of the Equal Employment Practices Commission will be held in the Commission's Conference Room/Library at 40 Rector Street, (14th Floor), on Thursday, December 15th at 10:30 A.M.

d8-15

## FRANCHISE AND CONCESSION REVIEW COMMITTEE

### MEETING

PUBLIC NOTICE IS HEREBY GIVEN THAT the Franchise and Concession Review Committee will hold a Public Meeting on Wednesday, December 14, 2011 at 2:30 P.M. at 22 Reade Street, Spector Hall, Borough of Manhattan.

NOTE: Individuals requesting Sign Language Interpreters should contact the Mayor's Office of Contracts Services, Public Hearings Unit, 253 Broadway, 9th Floor, New York, NY 10007, (212) 788-7490, no later than SEVEN (7) BUSINESS DAYS PRIOR TO THE PUBLIC MEETING. TDD users should call Verizon relay service.

d5-14

## LANDMARKS PRESERVATION COMMISSION

### PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN THAT PURSUANT to the provisions of 3020 of the New York City Charter and Chapter 3 of Title 24 of the Administrative Code of the City of New York (Sections 25-303 and 25-313) that on **Tuesday, December 20, 2011 at 9:30 A.M.**, the Landmarks Preservation Commission will conduct a *public hearing* in the Public Meeting Room of the Landmarks Preservation Commission, located at The Municipal Building, 1 Centre Street, 9th Floor North, City of New York, with respect to the following proposed Landmark and Landmark Site. Any person requiring reasonable accommodation in order to participate in the hearing should call or write the Landmarks Preservation Commission, [Municipal Building, 1 Centre Street, 9th Floor North, New York, NY 10007, (212) 669-7700] no later than five (5) business days before the hearing. There will also be a public meeting on that day.

#### ITEM TO BE HEARD

#### BOROUGH OF BROOKLYN

#### PUBLIC HEARING ITEM NO.1

LP-2202  
NEW YORK AND LONG ISLAND COIGNET STONE COMPANY BUILDING, 360 Third Avenue (aka 370 Third Avenue; 230 Third Street), Brooklyn.  
*Landmark Site:* Borough of Brooklyn Tax Map Block 978, Lot 7

*Modification to the Landmark Site*, Borough of Brooklyn Tax Map Block 978 Lot 7 in part consisting of the land underneath the described building with a five foot buffer zone.  
 [Community Board No. 6]

d5-19

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 25-307, 25-308, 25,309, 25-313, 25-318, 25-320) (formerly Chapter 8-A, Sections 207-6.0, 207-7.0, 207-12.0, 207-17.0, and 207-19.0), on Tuesday, **December 20, 2011 at 9:30 A.M.** in the morning of that day, a public hearing will be held in the Conference Room at 1 Centre Street, 9th Floor, Borough of Manhattan with respect to the following properties and then followed by a public meeting. Any person requiring reasonable accommodation in order to participate in the hearing or attend the meeting should call or write the Landmarks Commission no later than five (5) business days before the hearing or meeting.

#### BINDING REPORT

BOROUGH OF QUEENS 12-6001 - Block, 5917, lot 1 - Building 325 - Fort Totten Historic District  
 A Colonial Revival style artillery barracks and mess hall designed by the Office of the Quartermaster General and built in 1893-94, with an addition added in 1904. Application is to reconstruct the entryway, install a barrier-free access lift, and relocate the flagpoles. Community District 7.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 12-5123 - Block, 5026, lot 7-193 Ocean Avenue - Ocean on the Park Historic District  
 A Renaissance Revival style rowhouse designed by Axel S. Hedman and built c.1909. Application is to legalize alterations to the driveway and stoop performed without Landmarks Preservation Commission permits. Community District 9.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 12-6366- Block 216, lot 24-30 Henry Street, aka 28-30 Henry Street - Brooklyn Heights Historic District  
 A building reconstructed in 1963 as a factory and store building. Application is to demolish the building and construct a new building. Zoned R-7/LH-1. Community District 2.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-6363 - Block 145, lot 18-105-107 Reade Street - Tribeca South Historic District  
 An Italianate style store and loft building constructed in 1860-61. Application is to construct a rooftop addition, alter the rear elevation, and install new storefront infill. Zoned C6-3A. Community District 1.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 11-4545 - Block 180, lot 29-7 Harrison Street - Tribeca West Historic District  
 A Renaissance Revival style store and loft building designed by William Schickel & Co. and built in 1893-94. Application is to install additional telecommunications antennas at the roof. Community District 1.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-6436 - Block 209, lot 28-261 Canal Street, aka 21-23 Howard Street - SoHo-Cast Iron Historic District Extension  
 An Italianate style store and loft building built c. 1853-57. Application is to install storefront infill and modify the loading platform. Community District 2.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-3743 - Block 547, lot 30-715-721 Broadway - NoHo Historic District A Renaissance Revival style store and office building designed by Robert Maynicke and built in 1894-96. Application is to relocate two flagpoles and install a stretch banner. Community District 2.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-3742 - Block 545, lot 15 - 726 Broadway - NoHo Historic District  
 A neo-Classical style garage, factory and warehouse building designed by Wm. Steele and Sons Co. and built in 1917-19. Application is to install four stretch banners and a plaque sign. Community District 2.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-2485 - Block 644, lot 43-22 Little West 12th Street - Gansevoort Mark Historic District A neo-Georgian style stables building designed by John M. Baker and built in 1908-09. Application is to establish a master plan governing the installation of painted wall signs. Zoned M1-5. Community District 2.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-4309 - Block 644, lot 43-22 Little West 12th Street - Gansevoort Mark Historic District  
 A neo-Georgian style stables building designed by John M. Baker and built in 1908-09. Application is to construct a rooftop addition, modify the rear façade, install new storefront infill, a canopy, and painted will sign. Zoned M1-5. Community District 2.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-6401 - Block 718, lot 91-421 West 20th Street - Chelsea Historic District  
 A freestanding faculty house designed by Charles Coolidge Haight and built in 1892, within an ensemble of English Collegiate Gothic style buildings built largely between 1883-1902. Application is to alter window openings. Community District 4.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-2493 - Block 829, lot 56-1179 Broadway - Madison Square North Historic District  
 A store and office building designed by Herman Wolff and built c. 1926; originally a part of the mid-19th century Coleman Hotel Complex. Application is to reconstruct the primary facade and replace windows. Community District 5.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-6334 - Block 856, lot 9-11 East 26th Street - Madison Square North Historic District  
 A neo-Gothic style store and loft building designed by Rouse & Goldstone and built in 1912-13. Application is to replace storefront infill. Community District 5.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-6398 - Block 863, lot 60-183 Madison Avenue- Madison Belmont Building - Individual Landmark  
 A transitional neo-Renaissance/Modern style building designed by Warren & Wetmore with ironwork by Edgar Brandt, built in 1924-25. Application is to establish a master plan governing the future installation of storefront infill. Community District 5.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 11-5531 - Block 997, lot 19-123 West 44th Street- The Hotel Gerard - Individual Landmark  
 An apartment hotel designed in a combination of Romanesque, German Gothic, and Renaissance styles by George Keister, built in 1893 and altered in 1917-1920. Application is to install mechanical equipment. Community District 5.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-6325 - Block 1013, lot 39-214 West 42nd Street - New Amsterdam Theater - Individual Landmark  
 A Beaux-Arts style theater designed by Herts & Tallant and built in 1902-03. Application is to replace internally illuminated signage at the marquee with LED signage and lighting. Community District 5.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-4293 - Block 1334, lot 41-320 West 42nd Street - Tudor City Historic District  
 A Tudor Revival style apartment hotel built in 1928-29. Application is to establish a master plan governing the future installation of windows and window air conditioner units. Community District 6.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-4297 - Block 1150, lot 1-173-175 West 78th Street, aka 379-381 Amsterdam Avenue - Upper West Side/Central Park West Historic District  
 A neo-Renaissance style apartment building designed by George A. Bagge & Sons and built in 1928-29. Application is to install new storefront infill and mechanical equipment. Community District 7.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-1421 Block 1410, lot 69-829 Park Avenue - Upper East Side Historic District  
 A neo-Classical style apartment building designed by Pickering & Walker and built in 1910-11. Application is to legalize alterations to the concrete sidewalk at the entryway in non-compliance with Permit for Minor Work 09-4687. Community District 8.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 12-5890 - Block 1387, lot 52-903 Madison Avenue - Upper East Side Historic District  
 A Queen Anne style rowhouse designed by Charles Buek & Co., built in 1886-87, and altered in 1929 with the installation of a two-story commercial storefront. Application is to construct a rear yard addition. Zoned C5-1. Community District 8.

#### BINDING REPORT

BOROUGH OF MANHATTAN 12-6207 - Block 1609, lot 1-1220 Fifth Avenue -Museum of the City of New York- Individual Landmark  
 A late Georgian style museum building designed by Joseph H. Freedlander and built in 1928-30. Application is to construct an addition on a rear terrace. Zoned R9. Community District 11.

d7-20

## OFFICE OF THE MAYOR

### PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that The City of New York on behalf of The Mayor of The City of New York (collectively, the "City") will hold a public hearing in connection with the issuance of tax exempt revenue bonds by The Public Finance Authority ("Issuing Authority") pursuant to Sections 66.0301, 66.0303 and 66.0304 of the Wisconsin Statutes, and to further the purposes thereof at the request of, and for the benefit of, two projects:

1) Lutheran Social Services of Metropolitan New York, Inc. ("LSSMNY"), a New York not-for-profit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") and exempt from federal taxation pursuant to Section 501(a) of the Code, as borrower, in an aggregate principal amount not to exceed \$17,000,000. The bonds will be issued by the Issuing Authority, in an amount up to \$17,000,000 in one or more series, at one time or from time to time.

Proceeds of the bonds will be used by LSSMNY to (a) refinance certain indebtedness previously incurred by the borrower, the proceeds of which were loaned to, and used by, LSSMNY to finance the acquisition, construction, renovation and equipping of a new school building for The New LIFE School, located at 831 Eagle Avenue, Bronx, New York 10456 (the "Project"), (b) pay interest on the bonds, and (c) pay certain expenses incurred in connection with the issuance of the bonds. Upon issuance of the bonds, the Project will be owned by LSSMNY and leased and operated by The New LIFE School, Inc., a New York not-for-profit corporation; and

2) Seaview Senior Living Corp. ("Seaview"), a New York not-for-profit corporation and an organization described in Section 501(c)(3) of the Internal Revenue Code of 1986, as amended (the "Code") and exempt from federal income taxation pursuant to Section 501(a) of the Code, or Seaview Senior Living Housing Development Fund Corporation ("SSLHDF"), a New York not-for-profit corporation and an organization described in Section 501(c)(3) of the Code and exempt from federal income taxation pursuant to Section 501(a) of the Code, as borrower, in an amount not to exceed \$36,000,000 in one or more series, at one time or from time to time.

Proceeds of the bonds will be used by the borrower to finance or refinance the costs of acquisition, construction and equipping of a senior assisted living community to be located on an approximately 10.4 acre parcel of an approximately 15.42 acre site (Block 955, Lot 201 and a portion of Lot 210) located on the east side of Brielle Avenue, approximately 1,000 feet south of the intersection of Walcott Avenue and Brielle Avenue in Staten Island (Richmond County), New York New York, which consists of (i) a three-story approximately 103,000 square foot assisted living facility to be located at 140 Friendship Lane, Staten Island, New York, and accommodate approximately 188 beds, approximately 164 beds for residents that provide assistance with some day-to-day activities and approximately 24 beds for residents with memory loss; (ii) a Commons Building, a single-story building of approximately 11,500 square feet to be located at 135 Friendship Lane, Staten Island, New York, and utilized for social gatherings, recreation, and appropriate additional activities; (iii) an assisted living guest cottage to be located at 105 Friendship Lane, Staten Island, New York, which will serve as visiting quarters for guests of assisted living residents and community office space; (iv) funding a debt service reserve fund with respect to the bonds, (v) paying capitalized interest during construction of the project and certain costs of issuance with respect to the bonds.

For these projects, both borrowers have requested that the City provide "host approval" in accordance with Section 147(f) of the Code, and the regulations issued thereunder, in connection with the issuance of their respective bonds and the financings for their respective facilities. Approval of these bond financing transactions is concurrently being sought from the Issuing Authority, in accordance with Section 147(f) of the Code.

Pursuant to Section 147(f) of the Code, The City of New York will hold a hearing on the proposed financing projects described above at the office of New York City Economic Development Corporation ("NYCEDC") at 110 William Street, New York, New York, commencing at 10:00 A.M. on December 29, 2011. Interested members of the public are invited to attend. Information will be presented at such hearing on the proposed financing set forth above. Persons desiring to make a brief statement regarding the proposed financing should give prior notice to NYCEDC, on behalf of the City, at the address or phone number shown below. Written comments may be submitted to NYCEDC, on behalf of the City, to the attention of Mr. Shin Mitsugi at 110 William Street, 4th Floor, New York, New York 10038.

d13

**PROPERTY DISPOSITION**

**CITYWIDE ADMINISTRATIVE SERVICES**

**MUNICIPAL SUPPLY SERVICES**

■ SALE BY AUCTION

**PUBLIC AUCTION SALE NUMBER 12001-H**

NOTICE IS HEREBY GIVEN of a public auction of City fleet vehicles consisting of cars, vans, light duty vehicles, trucks, heavy equipment and miscellaneous automotive equipment to be held on **Tuesday**, December 20, 2011 (SALE NUMBER 12001-H). Viewing is on auction day only from 8:30 A.M. until 9:00 A.M. The auction begins at 9:00 A.M.

LOCATION: 570 Kent Avenue, Brooklyn, NY (in the Brooklyn Navy Yard between Taylor and Clymer Streets).

A listing of vehicles to be offered for sale in the next auction can be viewed on our website, on the Friday prior to the sale date at:

<http://www.nyc.gov/autoauction> or <http://www.nyc.gov/autoauctions>

Terms and Conditions of Sale can also be viewed at this site.

For further information, please call (718) 417-2155 or (718) 625-1313.

☛ d13-20

**POLICE**

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

The following listed property is in the custody, of the Property Clerk Division without claimants.

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

**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):**

- \* College Auto Pound, 129-01 31 Avenue, College Point, NY 11354, (718) 445-0100
- \* Gowanus Auto Pound, 29th Street and 2nd Avenue, Brooklyn, NY 11212, (718) 832-3852
- \* Erie Basin Auto Pound, 700 Columbia Street, Brooklyn, NY 11231, (718) 246-2029

**FOR ALL OTHER PROPERTY**

- \* Manhattan - 1 Police Plaza, New York, NY 10038, (212) 374-4925.
- \* 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.

j1-d31

**PROCUREMENT**

*“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.”*

**ADMINISTRATION FOR CHILDREN’S SERVICES**

■ SOLICITATIONS

*Human/Client Services*

**NON-SECURE DETENTION GROUP HOMES** – Negotiated Acquisition – Judgment required in evaluating proposals - PIN# 06811N0004 – DUE 05-31-13 AT 2:00 P.M. – The Administration for Children’s Services, Division of Youth and Family Justice is soliciting applications from organizations interested in operating non-secure detention group homes in New York City. This is an open-ended

solicitation; applications will be accepted on a rolling basis until 2:00 P.M. on 5/31/13.

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 10038. Patricia Chabla (212) 341-3505; Fax: (212) 341-3625; patricia.chabla@dca.state.ny.us

j1-n14

**CHIEF MEDICAL EXAMINER**

■ INTENT TO AWARD

*Goods & Services*

**APPLIED BIOSYSTEMS MODEL #AB 3500XL GENETIC ANALYZER HID** – Sole Source – Available only from a single source - PIN# 81612R0410 – DUE 12-30-11 AT 2:00 P.M. – Comes with License, warranty and AB Assurance.

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. Office of Chief Medical Examiner, 421 East 26th Street, New York, NY 10016. Arlene Kelly (212) 323-1704; Fax: (646) 500-5543; arkely@ocme.nyc.gov

d12-23

**CITY UNIVERSITY**

■ SOLICITATIONS

*Goods & Services*

**SOCIAL ACADEMY SOFTWARE SUITE-BUDDYPRESS GROUP FORUMS - IMPROVEMENT** – Sole Source – Available only from a single source - PIN# 041006962007 – DUE 12-27-11 AT 3:00 P.M. – New York City College of Technology will be entering into a purchase order contract with Raymond Hoh for the purchase of The BuddyPress Software Group Forum Improvement Package. This is a collection of integrated themes and plug-ins to facilitate the CUNY Academic Commons, a complex installation of WordPress and MediaWiki, that uses the BuddyPress System to create social networking features on the site. This notice is not an invitation for competition or interest, but is intended to meet the requirement to give public notice of a Sole Source purchase without a formal competitive process in certain circumstances.

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. New York City College of Technology, HB-11th Fl., 25 Chapel Street, Brooklyn, NY 11201. Paula Morant (718) 473-8960; Fax: (718) 473-8997; pmorant@citytech.cuny.edu

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**CITYWIDE ADMINISTRATIVE SERVICES**

**AGENCY CHIEF CONTRACTING OFFICER/CONTRACTS**

■ SOLICITATIONS

*Construction/Construction Services*

**ROOF RECONSTRUCTION OF 100 GOLD STREET, NYC** – Competitive Sealed Bids – PIN# 85611B0034 – DUE 01-27-12 AT 11:30 A.M. – The bid package can be downloaded online from the City Record for free. If you wish to purchase the bid package, see Attachment #1 for pre-bid conference information, date and time, and bid opening date and time. Attachment #1 is located in the last page of the bid book, and separately as a SEPARATE ATTACHMENT.

This project is subject to goals for project participation by minority owned business enterprises (MBSEs) as required by Local Law 129 of 2005.

This project is subject to a Project Labor Agreement (PLA) entered into between the City and the Building and Construction Trades Council of Greater New York (BCTC) Affiliated Local Unions.

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. Department of Citywide Administrative Services, 1 Centre Street, Room 1860 North, New York, NY 10007. Louis Pastore (212) 669-8557; Fax: (212) 313-3143; lpastore@dcaas.nyc.gov

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**MUNICIPAL SUPPLY SERVICES**

■ SOLICITATIONS

*Goods*

**HOIST, MARINE TRAVELIFT - NYPD** – Competitive Sealed Bids – PIN# 8571100742 – DUE 12-28-11 AT 10:30 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. Department of Citywide Administrative Services, 1 Centre Street, 18th Floor, New York, NY 10007. Anna Wong (212) 669-8610; Fax (212) 669-7603, dcasdmssbids@dcaas.nyc.gov.

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**FIRE HYDRANT PARTS** – Competitive Sealed Bids – PIN# 8571200193 – DUE 01-09-12 AT 10:30 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. Department of Citywide Administrative Services, 1 Centre Street, 18th Floor, New York, NY 10007. Anna Wong (212) 669-8610; Fax (212) 669-7603; dcasdmssbids@dcaas.nyc.gov.

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■ AWARDS

*Goods & Services*

**GSA CONTR: CHECKPOINT SOFTWARE AND MAINTENANCE** – Intergovernmental Purchase – PIN# 8571200272 – AMT: \$126,183.42 – TO: Patriot Technologies, Inc., 5108 Pegasus Court, Suite F, Frederick, MD 21704. GSA Contract #GS-35F-4363D.

Suppliers wishing to be considered for a contract with the General Services Administration of the Federal Government are advised to contact the Small Business Utilization Center, Jacob k. Javits Federal Building, 26 Federal Plaza, Room 18-130, NY, NY 10278 or by phone: 212-264-1234.

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■ VENDOR LISTS

*Goods*

**EQUIPMENT FOR DEPARTMENT OF SANITATION** – In accordance with PPB Rules, Section 2.05(c)(3), an acceptable brands list will be established for the following equipment for the Department of Sanitation:

- A. Collection Truck Bodies
- B. Collection Truck Cab Chassis
- C. Major Component Parts (Engine, Transmission, etc.)

Applications for consideration of equipment products for inclusion on the acceptable brands list are available from: Mr. Edward Andersen, Procurement Analyst, Department of Citywide Administrative Services, Office of Citywide Procurement, 1 Centre Street, 18th Floor, New York, NY 10007. (212) 669-8509.

j5-d31

**COMPROLLER**

**ASSET MANAGEMENT**

■ AWARDS

*Services (Other Than Human Services)*

**MANAGER INVESTMENT MANAGEMENT SERVICES** – Renewal – PIN# 01507811104QF – AMT: \$682,000.00 – TO: LM Capital Group LLC, 401 B Street, Suite 920, San Diego, CA 92101. ● **INVESTMENT MANAGEMENT SERVICES** – Request for Proposals – PIN# 01508812306QM – AMT: \$4,720,000.00 – TO: Wellington Management Company LLP, 75 State Street, Boston, MA 02109.

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**DESIGN & CONSTRUCTION**

■ AWARDS

*Construction/Construction Services*

**MED-599, RESIDENT ENGINEERING INSPECTION SERVICES FOR THE CONSTRUCTION OF TRUNK WATER MAINS AT WEST 48TH STREET FROM 10TH AVENUE TO BROADWAY, MANHATTAN** – Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# 8502010WWM0017P – AMT: \$10,107,276.70 – TO: LiRo Engineers, Inc., 3 Aerial Way, Syosset, NY 11791.

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**CONTRACTS**

■ SOLICITATIONS

*Construction/Construction Services*

**WATER MAIN INSTALLATION** – Competitive Sealed Bids – PIN# 85012B0024 – DUE 01-06-12 AT 11:00 A.M. – For New Building Construction and for Improvement to the City’s Water Main Distribution System and Fire Protection in various locations, Queens and The Bronx. PROJECT NO.: QED1012/DDC PIN: 8502011WWM0010C.

Experience Requirements. Bid documents are available at: <http://www.nyc.gov/ddc>

This bid solicitation includes M/WBE participation goal(s) for subcontracted work. For the M/WBE goals, please visit our website at [www.nyc.gov/buildnyc](http://www.nyc.gov/buildnyc) see “Bid Opportunities.” For more information about M/WBE certification, please call 311 or go to [www.nyc.gov/getcertified](http://www.nyc.gov/getcertified).

Apprenticeship participation requirements apply to this contract. Vendor Source ID#: 77673.

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. Bid document deposit - \$35.00 per set. Company check or money order only. No cash accepted. Late bids will not be accepted. Department of Design and Construction, 30-30 Thomson Avenue, 1st Floor, Long Island City, NY 11101. Ben Perrone (718) 391-2614; Fax: (718) 391-2615.

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**ENVIRONMENTAL PROTECTION**

■ INTENT TO AWARD

*Goods & Services*

**MICROFILTRATION SYSTEM** – Sole Source – Available only from a single source - PIN# C200109 – DUE 12-21-11 AT 11:00 A.M. – NYC environmental Protection intends to enter

into a sole source agreement with GE Water Process Technology for Weed 500c membrane modules for microfiltration system. Any firm which believes it can also provide the required equipment is invited to do so indicate by letter or e-mail which must be received no later than December 21, 2011 to the attention of: Ira M. Elmore, Deputy Agency Chief Contracting Officer.

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.

Department of Environmental Protection,  
59-17 Junction Blvd., 17th Floor, Flushing, NY 11373.  
Ira Elmore (718) 595-3259; Fax (718) 595-3295;  
ielmore@dep.nyc.gov

d12-16

**AGENCY CHIEF CONTRACTING OFFICER****■ SOLICITATIONS***Construction / Construction Services*

**BT1: RONDOUT - WEST BRANCH TUNNEL BYPASS SHAFT AND SITE CIVIL WORKS** – Request for Qualifications – PIN# 82612W000125 – DUE 01-23-12 AT 4:00 P.M. – The New York City Department of Environmental Protection (“DEP”) is seeking qualifications from construction firms to establish a pre-qualified list of Bidders (“Bidders”) for the construction of shafts for a bypass tunnel to the Rondout West Branch Tunnel (RWBT) under Contract BT1: Rondout West Branch Tunnel Bypass Shaft and Site Civil Works.

All questions regarding the pre-qualification process shall be sent in writing to the following email address PREQUAL@DEP.NYC.GOV no later than 4:00 P.M. on Wednesday, January 11, 2012. No telephone calls shall be entertained.

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.

Department of Environmental Protection,  
59-17 Junction Blvd., 17th Floor, Flushing, NY 11373.  
Glorivee Roman (718) 595-3226; Fax: (718) 595-3208;  
glroman@dep.nyc.gov

d12-16

**FINANCE****■ AWARDS***Goods & Services*

**ELECTRONIC PAYMENT SERVICES** – Demonstration Project – Testing or experimentation is required - PIN# 83611D0001001 – AMT: \$15,000,000.00 – TO: Citibank, N.A., 388 Greenwich Street, NYC 10013.

Vendor is to conduct a Demonstration Project to test and evaluate the use of an electronic payments system that would enable people to pay the City through new and innovative methods. This system would support multiple payment channels simultaneously allowing customers to select their preferred method(s) of making payments for a variety of City transactions. Term of contract is for three (3) years.

Notice to Solicitation placed in City Record on May 20, 2011.

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**HEALTH AND HOSPITALS CORPORATION**

The New York City Health and Hospitals Corporation is regularly soliciting bids for supplies and equipment at its Central Purchasing Offices, 346 Broadway, New York City, Room 516, for its Hospitals and Diagnostic and Treatment Centers. All interested parties are welcome to review the bids that are posted in Room 516 weekdays between 9:00 a.m. and 4:30 p.m. For information regarding bids and the bidding process, please call (212) 442-4018.

j1-d31

**■ SOLICITATIONS***Goods*

**DS-4 SCK SECURITY KIT** – Competitive Sealed Bids – PIN# 11212024 – DUE 12-23-11 AT 3:00 P.M. – No bids will be mailed out after 12-19-2011.

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.

Lincoln Hospital Center, 234 East 149th Street, Bronx,  
New York 10451. Giselle Rodriguez (718) 579-5087;  
Fax: (718) 579-4746; Giselle.Rodriguez@nychhc.org

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**HEALTH AND MENTAL HYGIENE****AGENCY CHIEF CONTRACTING OFFICER****■ SOLICITATIONS***Human / Client Services*

**NEW YORK/NY III SUPPORTED HOUSING CONGREGATE** – Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# 81608PO076300R0X00-R – DUE 09-18-12 AT 4:00 P.M. – The Department is issuing a RFP to establish 3,000 units of citywide supportive housing in newly constructed or rehabilitated single-site buildings for various homeless populations pursuant to the New York III Supported Housing agreement. The subject RFP will be open-ended and proposals will be accepted on an on-going basis. The RFP is available on-line at <http://www.nyc.gov/html/doh/html/acco/acco-rfp-nycongregate-20070117-form.shtml>. A pre-proposal conference was held on March 6, 2007 at 2:00 P.M. at 125 Worth Street, 2nd Floor

Auditorium, New York, N.Y. Any questions regarding this RFP must be sent in writing in advance to Contracting Officer at the above address or e-mailed to the above address. All proposals must be hand delivered at the Agency Chief Contracting Officer, Gotham Center, CN#30A, 42-09 28th Street, 17th Floor, Queens, NY 11101-4132, no later than September 18, 2012.

As a minimum qualification requirement for (1) the serious and persistent mentally ill populations, the proposer must be incorporated as a not-for-profit organization, and (2) for the young adult populations, the proposer must document site control and identify the source of the capital funding and being used to construct or renovate the building.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.

Health and Mental Hygiene, ACCO, Gotham Center, CN#30A,  
42-09 28th Street, 17th Floor, Queens, NY 11101-4132.  
Huguette Beauport (347) 396-6633; hbeaupor@health.nyc.gov

a6-s17

**INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS****EXECUTIVE DIVISION****■ SOLICITATIONS***Services (Other Than Human Services)*

**ENTERPRISE STRATEGIC PLANNING** – Negotiated Acquisition – PIN# 85807O0053CNVN001 – DUE 12-14-11 – The services cannot be timely procured through competitive sealed bidding or competitive sealed proposals. DoITT is utilizing the Negotiated Acquisition Extension procurement source method to provide the services in order to continue to provide uninterrupted service.

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.

Department of Information Technology and  
Telecommunications, 75 Park Place, 9th Floor, New York, NY  
10007. Anne Cody (212) 788-6276; Fax: (212) 788-6489;  
acody@doitt.nyc.gov

d7-13

**PARKS AND RECREATION****REVENUE AND CONCESSIONS****■ SOLICITATIONS***Services (Other Than Human Services)*

**RENOVATION, OPERATION, AND MAINTENANCE OF THE CAROUSELS AT FOREST PARK FLUSHING MEADOWS CORONA PARK, QUEENS** – Request for Proposals – PIN# Q15-Q99-SB-C-CL – DUE 01-27-12 AT 3:00 P.M. – Parks is issuing a Request for Proposals for the renovation, operation, and maintenance of the carousel and snack bar and the optional development, operation and maintenance of a family amusement venue at Forest Park, Queens; the renovation, operation, and maintenance of the carousel, the optional operation of up to three (3) mobile food units and up to two (2) souvenir carts, and the optional development, operation and maintenance of children’s amusement rides at Flushing Meadow Corona Park, Queens.

Parks will hold a recommended on-site proposer meeting and site tour for the Forest Park location on Thursday, January 12, 2012 at 11:30 A.M. We will be meeting at the proposed concession site, which is located at the Woodhaven Boulevard entrance to the park. You may park in the parking lot next to the band shell. We will be meeting in front of the entrance to the carousel. The recommended on-site proposer meeting and site tour for the Flushing Meadows Corona Park location will be held on Thursday, January 12, 2012 at 1:00 P.M. We will be meeting at the proposed concessions which is located near the entrance to Flushing Meadow-Corona Park at 111 Street and 55 Avenue. We will be meeting at the entrance to the Carousel, which is also adjacent to the entrance to the Flushing Meadows Zoo. If you are considering responding to this RFP, please make every effort to attend both of these recommended meetings and site tours.

TELECOMMUNICATION DEVICE FOR THE DEAF (TDD)  
212-504-4115

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-Central Park,  
830 Fifth Avenue, Room 407, New York, NY 10021.  
Evan George (212) 360-3495; evan.george@parks.nyc.gov

d13-27

**■ AWARDS***Services (Other Than Human Services)*

**SALE OF FOOD FROM TWO NON-PROCESSING PUSHCARTS** – Competitive Sealed Bids – PIN# B73-8-C – The City of New York Department of Parks and Recreation (“Parks”) has awarded as a concession to Mohammed T. Islam for the Sale of Food from two non-processing pushcarts at Prospect Park at 1) 9th Street ballfields and 2) Prospect Park South West and 10th Avenue, Brooklyn, New York. The concession, which was solicited by a Request for Bids, operates pursuant to a permit agreement for a five (5) year term. Compensation to the City is as follows: in each operating year of the permit, permittee shall pay the City a minimum annual fee as follows: Year 1: \$62,752; Year 2: \$62,852; Year 3: \$65,752; Year 4: \$61,852; Year 5: \$82,952.

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**SPECIAL MATERIALS****MAYOR’S OFFICE OF ENVIRONMENTAL REMEDIATION****■ NOTICE**

The New York City Mayor’s Office of Environmental Remediation (OER) has received a NYC Brownfield Cleanup Program (BCP) application from Satmar Wallabout Development, LLC for a site located at 242-246 Wallabout Street in Brooklyn and identified as Block 2264, Lots 7, 8 and 9 on the New York City Tax Map. Information regarding this site, including the site cleanup plan, can be found at <http://www.nyc.gov/html/oer/html/repository/RBrooklyn.shtml>

The public comment period on the cleanup plan ends on January 12, 2012. Please send comments to Shaminder Chawla, NYC OER, 253 Broadway, 14th Fl., New York, NY 10007 or to [shaminderc@dep.nyc.gov](mailto:shaminderc@dep.nyc.gov)

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**HOUSING PRESERVATION & DEVELOPMENT****■ NOTICE****REQUEST FOR COMMENT REGARDING AN APPLICATION FOR A CERTIFICATION OF NO HARASSMENT**

Notice Date: December 9, 2011

To: Occupants, Former Occupants, and Other Interested Parties

Property: Address	Application #	Inquiry Period
156 Lafayette Avenue, Brooklyn	112/11	November 14, 2008 to Present
127 West 129th Street, Manhattan	113/11	November 15, 2008 to Present
220 West 79th Street, Manhattan	114/11	November 17, 2008 to Present
318 West 51st Street, Manhattan	115/11	November 18, 2008 to Present
22 East 129th Street, Manhattan	119/11	November 28, 2008 to Present
161-71 86 Avenue, Queens	116/11	November 18, 2008 to Present

Authority: SRO, Administrative Code §27-2093

Before the Department of Buildings can issue a permit for the alteration or demolition of a single room occupancy multiple dwelling, the owner must obtain a “Certification of No Harassment” from the Department of Housing Preservation and Development (“HPD”) stating that there has not been harassment of the building’s lawful occupants during a specified time period. Harassment is conduct by an owner that is intended to cause, or does cause, residents to leave or otherwise surrender any of their legal occupancy rights. It can include, but is not limited to, failure to provide essential services (such as heat, water, gas, or electricity), illegally locking out building residents, starting frivolous lawsuits, and using threats or physical force.

The owner of the building identified above has applied for a Certification of No Harassment. If you have any comments or evidence of harassment at this building, please notify HPD at CONH Unit, 100 Gold Street, 3rd Floor, New York, NY 10038 by letter postmarked not later than 30 days from the date of this notice or by an in-person statement made within the same period. To schedule an appointment for an in-person statement, please call (212) 863-5277, (212) 863-8211 or (212) 863-8298.

d9-16

**REQUEST FOR COMMENT REGARDING AN APPLICATION FOR A CERTIFICATION OF NO HARASSMENT**

Notice Date: December 9, 2011

To: Occupants, Former Occupants, and Other Interested Parties

Property: Address	Application #	Inquiry Period
318 West 51st Street, Manhattan	115/11	November 18, 1996 to Present

Authority: Special Clinton District, Zoning Resolution §96-110

Before the Department of Buildings can issue a permit for the alteration or demolition of a multiple dwelling in certain areas designated in the Zoning Resolution, the owner must obtain a “Certification of No Harassment” from the Department of Housing Preservation and Development (“HPD”) stating that there has not been harassment of the building’s lawful occupants during a specified time period. Harassment is conduct by an owner that is intended to cause, or does cause, residents to leave or otherwise surrender any of their legal occupancy rights. It can include, but is not limited to, failure to provide essential services (such as heat, water, gas, or electricity), illegally locking out building residents, starting frivolous lawsuits, and using threats or physical force.

The owner of the building identified above has applied for a Certification of No Harassment. If you have any comments or evidence of harassment at this building, please notify HPD at CONH Unit, 100 Gold Street, 3rd Floor, New York, NY 10038 by letter postmarked not later than 30 days from the date of this notice or by an in-person statement made within the same period. To schedule an appointment for an in-person statement, please call (212) 863-5277, (212) 863-8211 or (212) 863-8298.

d9-16







## READER'S GUIDE

The City Record (CR) is published each business day and includes notices of proposed New York City procurement actions, contract awards, and other procurement-related information. Solicitation notices for most procurements valued at or above \$100,000 for information technology and for construction and construction related services, above \$50,000 for other services, and above \$25,000 for other goods are published for at least one day. Other types of procurements, such as sole source, require notice in The City Record for five consecutive days. Unless otherwise specified, the agencies and offices listed are open for business 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 <i>Special Case Solicitations/Summary of Circumstances:</i>
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	
CP/PQ/4	CSB or CSP from Pre-qualified Vendor List/Advance qualification screening needed
DP	Demonstration Project
SS	Sole Source Procurement/only one source
RS	Procurement from a Required Source/ST/FED
NA	Negotiated Acquisition <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 ( <i>Client Services/CSB or CSP only</i> )
WA1	Prevent loss of sudden outside funding
WA2	Existing contractor unavailable/immediate need
WA3	Unsuccessful efforts to contract/need continues
IG	Intergovernmental Purchasing (award only)
IG/F	Federal
IG/S	State
IG/O	Other
EM	Emergency Procurement (award only): An unforeseen danger to:
EM/A	Life
EM/B	Safety
EM/C	Property
EM/D	A necessary service
AC	Accelerated Procurement/markets with significant short-term price fluctuations
SCE	Service Contract Extension/insufficient time; necessary service; fair price <i>Award to Other Than Lowest Responsible &amp; Responsive Bidder or Proposer/Reason (award only)</i>
OLB/a	anti-apartheid preference
OLB/b	local vendor preference
OLB/c	recycled preference
OLB/d	other: (specify)

### HOW TO READ CR PROCUREMENT NOTICES

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

Notices of Public Hearings on Contract Awards appear at the end of the Procurement Section.

At the end of each Agency (or Division) listing is a paragraph giving the specific address to contact to secure, examine and/or to submit bid or proposal documents, forms, plans, specifications, and other information, as well as where bids will be publicly opened and read. This address should be used for the purpose specified unless a different one is given in the individual notice. In that event, the directions in the individual notice should be followed.

The following is a SAMPLE notice and an explanation of the notice format used by the CR.

## SAMPLE NOTICE:

### POLICE

#### DEPARTMENT OF YOUTH SERVICES

#### ■ SOLICITATIONS

*Services (Other Than Human Services)*

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

*Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.*

*NYPD, Contract Administration Unit, 51 Chambers Street, Room 310, New York, NY 10007. Manuel Cruz (646) 610-5225.*

☛ m27-30

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