

**CONCESSION AGREEMENT PRE-SOLICITATION REVIEW MEMORANDUM COVER SHEET**  
 (Complete and attach a CPSR Memorandum only if the selection procedure will be other than Competitive Sealed Bids)

<b>AGENCY:</b> New York City Department of Citywide Administrative Services, Real Estate Services (DCAS/RES)	<b>CONCESSION TITLE/DESCRIPTION:</b> Sole Source Occupancy Permit with Emmons Avenue Marina, LLC for dry boat storage, docking of no more than 8 jet skis, and business accessory parking
<b># VOTES required for proposed                  action = 4</b> <input type="checkbox"/> N/A	<b>CONCESSION IDENTIFICATION #</b> TBD

**SELECTION PROCEDURE**  
 (\* City Chief Procurement Officer approval of CPSR required)

Competitive Sealed Bids (CSB) (CSP)\*
  Competitive Sealed Proposals

Different Procedure \* ( Sole Source Agreement  Other \_\_\_\_\_)

Negotiated Concession\*

Recommended Concessionaire: Emmons Avenue Marina, LLC  EIN  SSN # 26-3845790  
 Attach Memo(s) \*

<p align="center"><b>CONCESSION AGREEMENT TERM</b></p> <p><b>Initial Term:</b> From 04/01/18 To 03/31/19  <b>Renewal Option(s) Term:</b> Two (2) one-year                  renewal options, exercisable                  at the City's sole discretion                  From 04/01/19 To 03/31/20                  From 04/01/20 To 03/31/21</p> <p><b>Total Potential Term:</b> 3 Years</p>	<p align="center"><b>ESTIMATED REVENUE/ANTICIPATED BUSINESS                  TERMS</b>                  (Check all that apply)</p> <p align="center"><input type="checkbox"/> Additional description attached)</p> <p><input type="checkbox"/> Annual Minimum Fee(s) \$ _____</p> <p><input type="checkbox"/> % Gross Receipts _____%</p> <p><input type="checkbox"/> The Greater of Annual Minimum Fee(s) of \$ _____ v.                  _____% of Gross Receipts</p> <p><input checked="" type="checkbox"/> Other formula To be negotiated</p>
<p><b>LOCATION OF CONCESSION SITE(S)*</b> <input type="checkbox"/> N/A  <b>Address</b> Approximately 52,940 square feet of uplands                  and 1,135 square feet of lands under water  <b>Borough</b> Brooklyn <b>C.B.</b> 15  <b>Block #</b> 8844 <b>Lot #</b> 50</p> <p><b>*Attach additional sheet</b></p>	

**CONCESSION TYPE (Check all that apply)**

**> Significant Concession:**

NO  
 YES **Basis:**  
 Total potential term =>10 years  Projected annual income/value to City >\$100,000  Major  
 Concession

**> Major Concession:**

NO  
 YES - Award will be subject to review and approval pursuant to Sections 197-c and 197-d of NYC Charter.

**NOTIFICATION REQUIREMENTS**

**Subject concession will be awarded by CSB or CSP.**  YES  NO

**If YES, check the applicable box(es) below:**

The subject concession is a Significant Concession and the Agency has/will complete its consultations with  
 each affected CB/BP regarding the scope of the solicitation at least 30 days prior to its issuance.

The subject concession is a Significant Concession and the Agency provided notification of such  
 determination to each affected CB/BP by inclusion of this concession in the Agency's Plan pursuant to §1-10  
 of the Concession Rules.

The subject concession has been determined not to be a Major Concession and the Agency has sent/will  
 send written notification of such determination to each affected CB/BP at least 40 days prior to issuance of  
 the solicitation.

The subject concession has been determined not to be a Major Concession and the Agency provided  
 notification of such determination to each affected CB/BP by inclusion of this concession in the Agency's Plan  
 pursuant to §1-10 of the Concession Rules.

**If NO**, check the applicable box below:

- The Agency certifies that each affected CB/BP has received/will receive written notice at least 40 days in advance of the FCRC meeting at which the agency will seek approval to use a different selection procedure.
- The Agency certifies that based on exigent circumstances it has requested/will request unanimous approval of the FCRC to waive advance written notice to each affected CB/BP.
- The Agency certifies that each affected CB/BP will receive written notice that the concession was determined to be non-major along with a summary of the terms and conditions of the proposed concession upon publication of a Notice of Intent to Enter into Negotiations. The agency further certifies that it will send a copy of this notice to the members of the Committee within five days of the notice to each affected CB/BP.

**AUTHORIZED AGENCY STAFF**

**This is to certify that the information presented herein is accurate.**

**Name**

**Title**

**Signature** \_\_\_\_\_

**Date** \_\_/\_\_/\_\_

**CITY CHIEF PROCUREMENT OFFICER**

**This is to certify that the agency's plan presented herein will comply with the prescribed procedural requisites for the award of the subject concession.**

**Signature** \_\_\_\_\_

**Date** \_\_/\_\_/\_\_

**City Chief Procurement Officer**