



# THE CITY RECORD

Official Journal of The City of New York

THE CITY RECORD U.S.P.S. 0114-660  
Printed on paper containing 30% post-consumer material

VOLUME CXLV NUMBER 171

TUESDAY, SEPTEMBER 4, 2018

Price: \$4.00

## TABLE OF CONTENTS

### PUBLIC HEARINGS AND MEETINGS

Borough President - Brooklyn	4837
Charter Revision Commission	4837
City Council	4838
City Planning Commission	4840
Office of Labor Relations	4842
Landmarks Preservation Commission	4842
Mayor's Office of Contract Services	4842

### COURT NOTICES

Supreme Court	4842
Richmond County	4842
Court Notice Maps	4887

### PROPERTY DISPOSITION

Citywide Administrative Services	4844
Office of Citywide Procurement	4844
Housing Preservation and Development	4844
Police	4844

### PROCUREMENT

Administration for Children's Services	4845
Aging	4845
Contract Procurement and Support Services	4845
City University	4845
LaGuardia Community College	4845
Citywide Administrative Services	4845
Office of Citywide Procurement	4846
Correction	4846
Design and Construction	4846
Agency Chief Contracting Office	4846

Environmental Protection	4847
Agency Chief Contracting Office	4847
Engineering Design and Construction	4847
Fire Department	4847
Fiscal Services	4847
Health and Mental Hygiene	4848
Homeless Services	4848
Housing Authority	4848
Information Technology and Telecommunications	4848
Contracts and Procurement	4848
NYC Health + Hospitals	4848
Contract Services	4848
Parks and Recreation	4849
Revenue	4849
Police	4850
Contract Administration	4850

### CONTRACT AWARD HEARINGS

Administration for Children's Services	4850
--	------

### AGENCY RULES

Administrative Trials and Hearings	4851
------------------------------------	------

### SPECIAL MATERIALS

Office of Labor Relations	4854
Mayor's Office of Contract Services	4883
Changes in Personnel	4883

### LATE NOTICE

Parks and Recreation	4884
Contracts	4884
Citywide Administrative Services	4884
Human Resources Administration	4886
Law Department	4886
Transportation	4887

## THE CITY RECORD

**BILL DE BLASIO**  
Mayor

**LISETTE CAMILO**

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**ELI BLACHMAN**

Editor, The City Record

Published Monday through Friday except legal holidays by the New York City Department of Citywide Administrative Services under Authority of Section 1066 of the New York City Charter.

Subscription \$500 a year, \$4.00 daily (\$5.00 by mail). Periodicals Postage Paid at New York, N.Y. POSTMASTER: Send address changes to THE CITY RECORD, 1 Centre Street, 17th Floor, New York, N.Y. 10007-1602

Editorial Office/Subscription Changes: The City Record, 1 Centre Street, 17th Floor, New York, N.Y. 10007-1602 (212) 386-0055

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## PUBLIC HEARINGS AND MEETINGS

See Also: Procurement; Agency Rules

### BOROUGH PRESIDENT - BROOKLYN

#### ■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that, pursuant to Section 201 of the New York City Charter, the Brooklyn borough president, will hold a public hearing on the following matters in the Community Room of Brooklyn Borough Hall, 209 Joralemon Street, Brooklyn, NY 11201, commencing at 6:00 P.M., on September 4, 2018.



### Calendar Item 1 — Franklin Avenue Rezoning (180347 ZMK, 180348 ZRK)

An application submitted by Cornell Realty Management LLC, pursuant to Sections 197-c and 201 of the New York City Charter for zoning map amendments affecting 16 lots on three blocks fronting, Franklin Avenue between Montgomery and President streets in Brooklyn Community District 9 (CD 9). The requested zoning map amendments would eliminate a C1-3 commercial overlay from an existing R6 district, change the northern and southern portion of the project area, zoned R6A and R8A, respectively, to an R8X district, and establish a C2-4 commercial overlay within the proposed R8X district. In addition, the applicant seeks a zoning text amendment, to designate the project area a Mandatory Inclusionary Housing (MIH) area. Such actions would facilitate the development of 40 Crown Street and 931 Carroll Street, each built to a Floor Area Ratio (FAR) of 7.2, in 16 stories. 40 Crown Street would contain 403,092 square feet (sq. ft.) of residential floor area, providing 390 dwelling units, of which 105 will be affordable, pursuant to MIH Option 1. The building would also have 15,349 sq. ft. of commercial space, envisioned for a Food Retail Expansion, to Support Health (FRESH) supermarket. 931 Carroll Street would contain 126,950 sq. ft. of residential floor area, providing 128 dwelling units, of which 35 would be affordable, pursuant to MIH Option 1. The two buildings will have a total of 151 parking spaces.

Accessibility questions: Inna Guzenfeld (718) 802-3754, [iguzenfeld@brooklynbp.nyc.gov](mailto:iguzenfeld@brooklynbp.nyc.gov), by: Friday, August 31, 2018, 1:00 P.M.



a24-s4

### CHARTER REVISION COMMISSION

#### ■ MEETING

The City's Charter Revision Commission will hold a public meeting on Tuesday, September 4th, 2018, at 6:00 P.M. The meeting will be held at the New York Historical Society, at 170 Central Park West, New York, NY 10024. This meeting is open to the public. Because this is a public

meeting and not a public hearing, the public will have the opportunity to observe the Commission's discussions, but not testify before it.

**What if I need assistance to participate in the meeting?** This location is accessible to individuals using wheelchairs or other mobility devices. Induction loop systems, ASL interpreters, and Spanish interpreters will be available. In addition, with advance notice, members of the public may request other language interpreters. Please make language interpretation requests or additional accessibility requests by 5:00 P.M., no later than Thursday, August 30, 2018, by emailing the Commission at requests@charter.nyc.gov, or calling (212) 386-5350.

A livestream video of this meeting will be available at nyc.gov/charter.



a29-s4

**CITY COUNCIL**

**■ PUBLIC HEARINGS**

**NOTICE IS HEREBY GIVEN** that the Council has scheduled the following public hearings on the matters indicated below:

**The Subcommittee on Zoning and Franchises will hold a public hearing on the following matters in the Committee Room, City Hall, New York, NY 10007, commencing at 9:30 A.M., on Wednesday, September 5, 2018:**

**3122-3136 VICTORY BOULEVARD REZONING  
STATEN ISLAND CB - 2 C 170178 ZMR**

Application submitted by C & A Realty Holding LLC, pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 20d:

1. eliminating from within an existing R3X District a C2-2 District bounded by Victory Boulevard, Richmond Avenue, Clifton Street, and a line 350 feet westerly of Richmond Avenue; and
2. changing from an R3X District to a C8-1 District property bounded by Victory Boulevard, Richmond Avenue, Clifton Street, and a line 350 feet westerly of Richmond Avenue;

as shown on a diagram (for illustrative purposes only), dated March 26, 2018, and subject to the conditions of CEQR Declaration E-469.

**57 CATON PLACE REZONING  
BROOKLYN CB - 7 C 170213 ZMK**

Application submitted by 57 Caton Partners, LLC, pursuant to Sections 197-c and 201 of the New York City Charter for the amendment of the Zoning Map, Section No. 16d:

1. changing from a C8-2 District to an R7A District property bounded by Ocean Parkway, a line 150 feet northeasterly of East 8th Street, Caton Place, a line 50 feet northeasterly of East 8th Street, the southeasterly boundary line of a park and its southwesterly prolongation, and East 8th Street; and
2. establishing within the proposed R7A District a C2-4 District bounded by Ocean Parkway, a line 150 feet northeasterly of East 8th Street, Caton Place, and a line 50 feet northeasterly of East 8th Street;

as shown on a diagram (for illustrative purposes only) dated March 12, 2018, and subject to the conditions of the CEQR Declaration E-461.

**57 CATON PLACE REZONING  
BROOKLYN CB - 7 N 170214 ZRK**

Application submitted by 57 Caton Partners, LLC, pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying Appendix F, and related sections in Article XI, Chapter 3, for the purpose of establishing a Mandatory Inclusionary Housing area.

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

**ARTICLE XI  
SPECIAL PURPOSE DISTRICTS**

**Chapter 3  
Special Ocean Parkway District**

\* \* \*

**113-00  
GENERAL PURPOSES**

\* \* \*

**113-01  
General Provisions**

In harmony with the general purposes of the #Special Ocean Parkway District# and in accordance with the provisions of this Chapter, certain specified regulations of the districts on which the #Special Ocean Parkway District# is superimposed are made inapplicable and special regulations are substituted therefor. Except as modified by the express provisions of the Special District, the regulations of the underlying districts remain in force.

In #flood zones#, in the event of a conflict between the provisions of this Chapter and the provisions of Article VI, Chapter 4 (Special Regulations Applying in Flood Hazard Areas), the provisions of Article VI, Chapter 4, shall control.

For the purpose of applying the Inclusionary Housing Program provisions set forth in Sections 23-154 and 23-90, inclusive, #Mandatory Inclusionary Housing areas# within the #Special Ocean Parkway District# are shown on the maps in APPENDIX F of this Resolution.

The Subdistrict of the #Special Ocean Parkway District# is identified in Appendix A of this Chapter. In addition to the requirements of Sections 113-10 through 113-40, inclusive, the special regulations set forth in Sections 113-50 through 113-57, inclusive, shall apply to the Subdistrict.

\* \* \*

**113-10  
SPECIAL BULK REGULATIONS**

The bulk regulations of the underlying districts shall apply, except as superseded, supplemented or modified by the provisions of this Section, inclusive.

\* \* \*

**APPENDIX F  
Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas**

\* \* \*

**BROOKLYN**

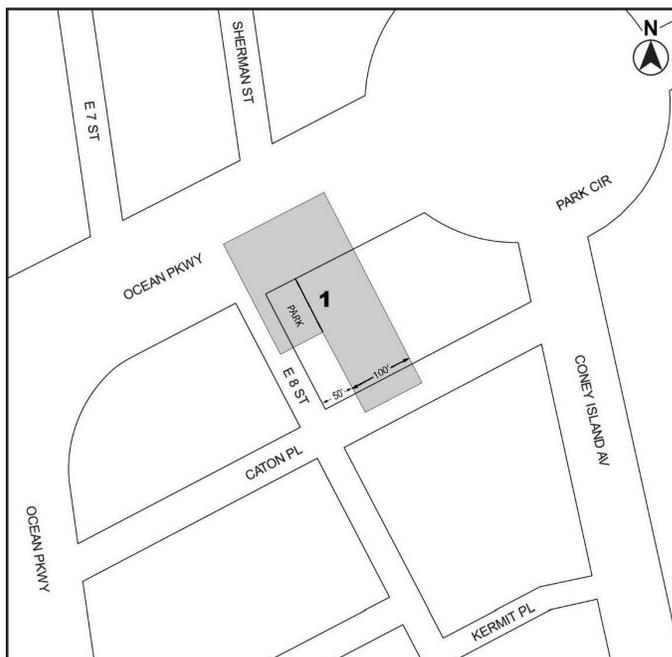
\* \* \*

**Brooklyn Community District 7**

\* \* \*

Map 3 – [date of adoption]

[PROPOSED MAP]



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

Area 1 [date of adoption] – MIH Program Option 1

Portion of Community District 7, Brooklyn

\* \* \*

1881-1883 MCDONALD AVENUE REZONING  
BROOKLYN CB - 15 C 180029 ZMK

Application submitted by Quentin Plaza, LLC, pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 22d:

- 1. changing from an R5 District to an R7A District property bounded by a line 100 feet northerly of Quentin Road, a line midway between McDonald Avenue and East 2<sup>nd</sup> Street, a line 155 feet southerly of Quentin Road and McDonald Avenue; and
2. establishing within the proposed R7A District a C2-4 District bounded by a line 100 feet northerly of Quentin Road, a line midway between McDonald Avenue and East 2<sup>nd</sup> Street, a line 155 feet southerly of Quentin Road and McDonald Avenue;

as shown on a diagram (for illustrative purposes only), dated April 9, 2018, and subject to the conditions of CEQR Declaration E-474.

1881-1883 MCDONALD AVENUE REZONING  
BROOKLYN CB - 15 N 180030 ZRK

Application submitted by Quentin Plaza, LLC, pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying Appendix F for the purpose of establishing a Mandatory Inclusionary Housing area.

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

\* \* \*

APPENDIX F
Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas

\* \* \*

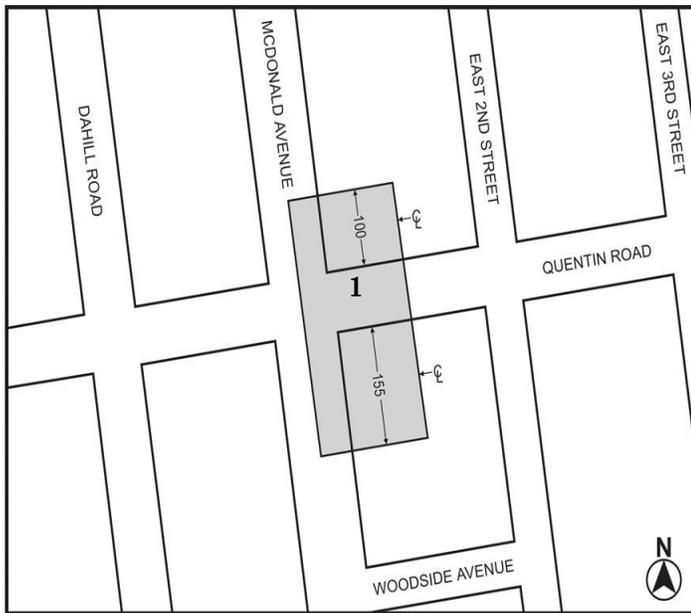
BROOKLYN

\* \* \*

Brooklyn Community District 15

Map 1 - [date of adoption]

[PROPOSED MAP]



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

Area 1 [date of adoption] — MIH Program Option 1 and Option 2
Portion of Community District 15, Brooklyn

\* \* \*

27 EAST FOURTH STREET  
MANHATTAN CB - 2 N 170115 ZRM

Application submitted by Kalodop II Park Corp., pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying Section 74-712 (Developments in Historic Districts), concerning special permits within the NoHo Historic District Extension.

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

ARTICLE VII - ADMINISTRATION

Chapter 4
Special Permits by the City Planning Commission

\*\*\*

74-71
Landmark Preservation

\*\*\*

74-712
Developments in Historic Districts

Within Historic Districts designated by the Landmarks Preservation Commission, the City Planning Commission may grant a special permit, in accordance with the following provisions:

(a) In M1-5A and M1-5B Districts, on a #zoning lot# that, as of December 15, 2003, is vacant, is #land with minor improvements#, or has not more than 40 percent of the #lot area# occupied by existing #buildings# or is improved with a one-story #building# within the NoHo Historic District Extension, the Commission may modify #use# regulations to permit #residential development# and, below the floor level of the second #story# of any #development#, #uses# permitted under Sections 32-14 (Use Group 5) and 32-15 (Use Group 6), provided:

- (1) the #use# modifications shall meet the following conditions, that:
(i) #residential development# complies with the requirements of Sections 23-47 (Minimum Required Rear Yards) and 23-86 (Minimum Distance Between Legally Required Windows and Walls or Lot Lines) pertaining to R8 Districts;
(ii) total #floor area ratio# on the #zoning lot# shall be limited to 5.0;
(iii) the minimum #floor area# of each #dwelling unit# permitted by this Section shall be 1,200 square feet;
(iv) all #signs# for #residential# or #commercial uses# permitted by this Section shall conform to the applicable regulations of Section 32-60 (SIGN REGULATIONS) pertaining to C2 Districts; and
(v) eating and drinking establishments of any size, as set forth in Use Groups 6A and 12A, are not permitted; and
(2) the Commission shall find that such #use# modifications:
(i) have minimal adverse effects on the conforming #uses# in the surrounding area;
(ii) are compatible with the character of the surrounding area; and
(iii) for modifications that permit #residential use#, result in a #development# that is compatible with the scale of the surrounding area.

(b) In all districts, the Commission may modify #bulk# regulations, except #floor area ratio# regulations, for any #development# on a #zoning lot# that is vacant or is #land with minor improvements#, and in M1-5A and M1-5B Districts, the Commission may make such modifications for #zoning lots# where not more than 40 percent of the #lot area# is occupied by existing #buildings#, or where a #development# on a #zoning lot# is improved with a one-story #building# within the NoHo Historic District Extension, as of December 15, 2003, provided the Commission finds that such #bulk# modifications:

- (1) shall not adversely affect structures or #open space# in the vicinity in terms of scale, location and access to light and air; and
(2) relate harmoniously to #buildings# in the Historic District as evidenced by a Certificate of Appropriateness or other permit from the Landmarks Preservation Commission.

The City Planning Commission may prescribe appropriate additional conditions and safeguards in order to enhance the character of the #development# and to minimize adverse effects on the character of the surrounding area.

\* \* \*

O'NEILL'S REZONING  
QUEENS CB - 5 C 180138 ZMQ

Application submitted by O'Neill's of Maspeth, Inc., pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 13c:

1. changing from an R4 District to an R5D District property bounded by a line perpendicular to the easterly street line of 64<sup>th</sup> Street distant 150 feet northerly (as measured along the street line) from the point of intersection of the northwesterly street line of 53<sup>rd</sup> Drive and the easterly street line of 64<sup>th</sup> Street, a line 100 feet easterly of 64<sup>th</sup> Street, a line perpendicular to the westerly street line of 65<sup>th</sup> Place distant 50 feet northerly (as measured along the street line) from the point of intersection of the northwesterly street line of 53<sup>rd</sup> Drive and the westerly street line of 65<sup>th</sup> Place, 65<sup>th</sup> Place, 53<sup>rd</sup> Drive, and 64<sup>th</sup> Street;
2. establishing within an existing R4 District a C2-2 District bounded by a line perpendicular to the westerly street line of 65<sup>th</sup> Place distant 100 feet northerly (as measured along the street line) from the point of intersection of the northwesterly street line of 53<sup>rd</sup> Drive and the westerly street line of 65<sup>th</sup> Place, 65<sup>th</sup> Place, a line 60 feet northerly of 53<sup>rd</sup> Drive, a line 100 feet easterly of 65<sup>th</sup> Place, 53<sup>rd</sup> Drive, 65<sup>th</sup> Place, a line perpendicular to the westerly street line of 65<sup>th</sup> Place distant 50 feet northerly (as measured along the street line) from the point of intersection of the northwesterly street line of 53<sup>rd</sup> Drive and the westerly street line of 65<sup>th</sup> Place, and a line 100 feet westerly of 65<sup>th</sup> Place; and
3. establishing within the proposed R5D District a C2-2 District bounded by a line perpendicular to the westerly street line of 65<sup>th</sup> Place distant 50 feet northerly (as measured along the street line) from the point of intersection of the northwesterly street line of 53<sup>rd</sup> Drive and the westerly street line of 65<sup>th</sup> Place, 65<sup>th</sup> Place, 53<sup>rd</sup> Drive, and a line 100 feet easterly of 64<sup>th</sup> Street;

as shown on a diagram (for illustrative purposes only) dated March 26, 2018, and subject to the conditions of CEQR Declaration E-471.

**The Subcommittee on Planning, Dispositions and Concessions will hold a public hearing in the Committee Room, City Hall, New York, NY 10007, commencing at 2:00 P.M., on Wednesday, September 5, 2018.**

**638-640 RIVERSIDE DRIVE/TMN209G2 - ARTICLE XI  
MANHATTAN CB - 9 20195013 HAM**

Application submitted by the New York City Department of Housing Preservation and Development, pursuant to Section 577 of Article XI of the Private Housing Finance Law for approval of a new real property tax exemption for property, located at Block 2088, Lot 74, and termination of the prior exemption, Community District 9, Borough of Manhattan, Council District 7.

**642-644 RIVERSIDE DRIVE/TMN209G - ARTICLE XI  
MANHATTAN CB - 9 20195014 HAM**

Application submitted by the New York City Department of Housing Preservation and Development, pursuant to Section 577 of Article XI of the Private Housing Finance Law for approval of a new real property tax exemption for property, located at Block 2088, Lot 114, and termination of the prior exemption, Community District 9, Borough of Manhattan, Council District 7.

Accessibility questions: Land Use Division- (212) 482-5154, by: Friday, August 31, 2018, 3:00 P.M.



a29-s5

**CITY PLANNING COMMISSION**

**■ PUBLIC HEARINGS**

**NOTICE IS HEREBY GIVEN** that resolutions have been adopted by the City Planning Commission, scheduling a public hearing on the following matters, to be held at NYC City Planning Commission Hearing Room, Lower Concourse, 120 Broadway, New York, NY, on Wednesday, September 5, 2018 at 10:00 A.M.

**BOROUGH OF THE BRONX  
Nos. 1 & 2  
599 COURTLANDT AVENUE  
No. 1**

**CD 1 C 180391 PQX**  
**IN THE MATTER OF** an application submitted by the Department of Housing Preservation and Development, pursuant to Section 197-c of the New York City Charter, for the acquisition of property, located at 599 Courtlandt Street (Block 2410, Lot 43) to facilitate an affordable housing development.

**No. 2**

**CD 1 C 180390 HAX**  
**IN THE MATTER OF** an application submitted by the Department of Housing Preservation and Development (HPD)

1. pursuant to Article 16 of the General Municipal Law of New York State for:
    - a) the designation of property, located at 599 Courtlandt Avenue (Block 2410, Lot 43) as an Urban Development Action Area; and
    - b) an Urban Development Action Area Project for such area; and
  2. pursuant to Section 197-c of the New York City Charter for the disposition of such property to a developer to be selected by HPD;
- to facilitate a four-story building with approximately eight affordable residential units and commercial space.

**BOROUGH OF BROOKLYN**

**No. 3**

**FRIENDS OF CROWN HEIGHTS 17**

**CD 5 C 170146 PQK**  
**IN THE MATTER OF** an application submitted by the Administration for Children's Services and the Department of Citywide Administrative Services, pursuant to Section 197-c of the New York City Charter, for the acquisition of property, located at 921 Hegeman Avenue (Block 4315, Lot 40), for continued use as a child care facility.

**No. 4**

**DOT BROOKLYN FLEET SERVICES**

**CD 6 C 180418 PCK**  
**IN THE MATTER OF** an application submitted by the Department of Transportation and the Department of Citywide Administrative Services, pursuant to Section 197-c of the New York City Charter, for the site selection and acquisition of property, located at 25 14<sup>th</sup> Street (Block 1031, Lots 1, 62, 67, and 71), for a fleet vehicle maintenance and repair facility.

**Nos. 5-10**

**MARCUS GARVEY VILLAGE**

**No. 5**

**CD 16 C 180485 HAK**  
**IN THE MATTER OF** an application submitted by the Department of Housing Preservation and Development (HPD)

3. pursuant to Article 16 of the General Municipal Law of New York State for:
  - c) the designation of properties, located at 763 Thomas S. Boyland Street (Block 3587, Lot 27) and Chester Street (Block 3588, Lots 32, 33, 34, 35 and 36) as an Urban Development Action Area; and
  - d) an Urban Development Action Area Project for such area; and
4. pursuant to Section 197-c of the New York City Charter for the disposition of such property to a developer to be selected by HPD;

to facilitate seven eight- and nine-story mixed-use buildings with approximately 724 affordable housing units, community facility and commercial space.

**No. 6**

**CD 16 C 180486 PCK**  
**IN THE MATTER OF** an application submitted by the Department of Parks and Recreation and the Department of Citywide Administrative Services, pursuant to Section 197-c of the New York City Charter, for the site selection and acquisition of property, located on Bristol Street between Blake Avenue and Dumont Avenue (Block 3559, p/o Lot 1), for use as a community garden.

**No. 7**

**CD 16 N 180487 ZRK**  
**IN THE MATTER OF** an application submitted by Brownsville Livonia Associates LLC, pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying Appendix F, for the purpose of establishing a Mandatory Inclusionary Housing area.

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

\* \* \*

**APPENDIX F  
Inclusionary Housing Designated Areas and Mandatory  
Inclusionary Housing Areas**

\* \* \*

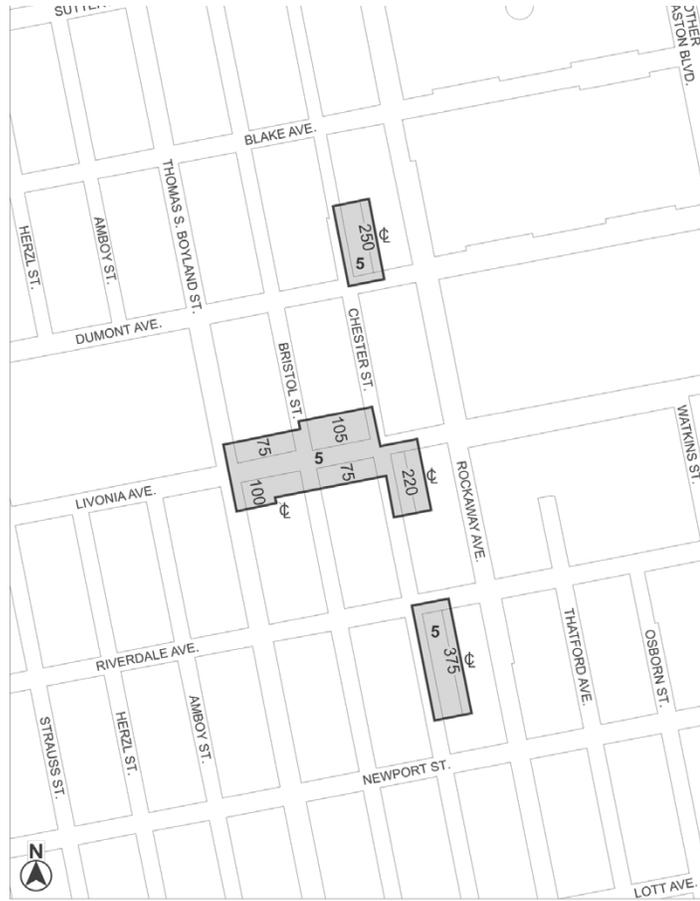
**BROOKLYN**

\* \* \*

Brooklyn Community District 16

\* \* \*

Map 4 – [date of adoption]



 Mandatory Inclusionary Housing Area see Section 23-154(d)(3)  
 Area 5 — [date of adoption] — MIH Program Option 1 and Option 2  
 Portion of Community District 16, Brooklyn

No. 8

CD 16 C 180488 ZSK

IN THE MATTER OF an application submitted by Brownsville Livonia Associates LLC, pursuant to Sections 197-c and 201 of the New York City Charter, for the grant of special permits, pursuant to the following sections of the Zoning Resolution:

1. Section 74-743(a)(1) - to allow the distribution of lot coverage without regard for zoning lot lines; and
2. Section 74-743(a)(2) - to allow for the location of buildings without regard for distance between buildings regulations of Section 23-711 (Standard minimum distance between buildings), and the height and setback regulations of Sections 23-66 (Height and Setback Requirements for Quality Housing Buildings) and 35-65 (Height and Setback Requirements for Quality Housing Buildings);

in connection with a proposed mixed-use development, within a Large-Scale General Development, on property generally bounded by Blake Avenue, Rockaway Avenue, Newport Street, and Thomas S. Boyland Street (Block 3559, Lot 1; Block 3560, Lot 1; Block 3573, Lot 1; Block 3574, Lot 1; Block 3575, Lot 11; Block 3587, Lots 1, 27; Block 3588, Lots 1, 27, 32-36; Block 3589, Lot 21; Block 3601, Lot 26; and Block 3602, Lot 12), in R6, R7-2\*, and R7-2/C2-4\* Districts.

\*Note: The site is proposed to be rezoned by changing an R6 District to R7-2 and R7-2/C2-4 Districts under a concurrent related application for a Zoning Map change (C 180489 ZMK).

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

No. 9

CD 16 C 180489 ZMK

IN THE MATTER OF an application submitted by Brownsville Livonia Associates LLC, pursuant to Sections 197-c and 201 of the New York City Charter, for the amendment of the Zoning Map, Section No. 17d:

1. changing from an R6 District to an R7-2 District, at property bounded by:
  - a. Chester Street, a line 250 feet northwesterly of Dumont Avenue, a line midway between Chester Street and Rockaway Avenue, and Dumont Avenue;
  - b. Thomas S. Boyland Street, a line 75 feet northwesterly of Livonia Avenue, Bristol Street, a line 105 feet northwesterly of Livonia Avenue, Chester Street, Livonia Avenue, a line midway between Chester Street and Rockaway Avenue, a line 220 feet southeasterly of Livonia Avenue, Chester Street, a line 75 feet southeasterly of Livonia Avenue, a line midway between Bristol Street and Thomas S. Boyland Street, and a line 100 feet southeasterly of Livonia Avenue;
  - c. Chester Street, Riverdale Avenue, a line midway between Chester Street and Rockaway Avenue, and a line 375 feet southeasterly of Riverdale Avenue; and
2. establishing within a proposed R7-2 District, a C2-4 District, bounded by Thomas S. Boyland Street, a line 75 feet northwesterly of Livonia Avenue, Bristol Street, a line 105 feet northwesterly of Livonia Avenue, Chester Street, Livonia Avenue, a line midway between Chester Street and Rockaway Avenue, a line 100 feet southeasterly of Livonia Avenue, Chester Street, a line 75 feet southeasterly of Livonia Avenue, a line midway between Bristol Street and Thomas S. Boyland Street, and a line 100 feet southeasterly of Livonia Avenue;

as shown on a diagram (for illustrative purposes only) dated, June 25, 2018.

No. 10

CD 16 C 180490 ZSK

IN THE MATTER OF an application submitted by Brownsville Livonia Associates LLC, pursuant to Sections 197-c and 201 of the New York City Charter, for the grant of a special permit, pursuant to Section 74-532, to waive the number of required accessory residential off-street parking spaces required by Section 25-23, in connection with a proposed mixed-use development within a Large-Scale General Development, on property, generally bounded by Blake Avenue, Rockaway Avenue, Newport Street, and Thomas S. Boyland Street (Block 3559, Lot 1; Block 3560, Lot 1; Block 3573, Lot 1; Block 3574, Lot 1; Block 3575, Lot 11; Block 3587, Lots 1, 27; Block 3588, Lots 1, 27, 32-36; Block 3589, Lot 21; Block 3601, Lot 26; and Block 3602, Lot 12) in R6, R7-2\*, and R7-2/C2-4\* Districts.

\*Note: The site is proposed to be rezoned by changing from an R6 District to R7-2 and R7-2/C2-4 Districts under a concurrent related application, for a Zoning Map change (C 180489 ZMK).

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

BOROUGH OF MANHATTAN

No. 11

UFBCO CHILD CARE CENTER

CD 12 C 150263 PQM

IN THE MATTER OF an application submitted by the Administration for Children's Services and the Department of Citywide Administrative Services, pursuant to Section 197-c of the New York City Charter, for the acquisition of property, located at 474 West 159<sup>th</sup> Street (Block 2108, Lot 23), for continued use as a child care facility.

No. 12

9 ORCHARD STREET

CD 3 C 180290 ZSM

IN THE MATTER OF an application submitted by Nine Orchard Partners, LLC, pursuant to Sections 197-c and 201 of the New York City Charter, for the grant of a special permit, pursuant to Section 74-711 of the Zoning Resolution, to modify the height and setback requirements of Section 33-40 (HEIGHT AND SETBACK REGULATIONS), to facilitate the construction of a roof deck, chair lift, and stairs on the roof of an existing 13-story building, on a zoning lot containing a landmark designated by the Landmarks Preservation Commission, located at 9 Orchard Street (Block 294, Lots 7 and 8), in a C6-2G District.

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

Yvette V. Gruel, Calendar Officer  
City Planning Commission  
120 Broadway, 31<sup>st</sup> Floor, New York, NY 10271  
Telephone (212) 720-3370



**OFFICE OF LABOR RELATIONS**

■ NOTICE

The New York City Deferred Compensation Plan Board, will hold its next meeting on Wednesday, September 5, 2018, from 10:00 A.M. to 12:00 P.M. The meeting will be held at 40 Rector Street, 4th Floor, NYC.

a31-s5

**LANDMARKS PRESERVATION COMMISSION**

■ PUBLIC HEARINGS

Please be advised that the public hearing on Tuesday, September 4, 2018, has been cancelled. Items scheduled for September 4, 2018 will be heard on September 18, 2018.

a24-s4

**MAYOR'S OFFICE OF CONTRACT SERVICES**

■ MEETING

**FRANCHISE AND CONCESSION REVIEW COMMITTEE  
-NOTICE OF MEETING-**

**PUBLIC NOTICE IS HEREBY GIVEN** that the Franchise and Concession Review Committee will hold a public meeting, on Wednesday, September 12, 2018, at 2:30 P.M., at 2 Lafayette Street, 14th Floor Auditorium, New York, NY 10007.

**NOTE: This location is 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 email at DisabilityAffairs@mocs.nyc.gov or via phone at (212) 788-0010. Any person requiring reasonable accommodation for the public meeting should contact MOCS at least three (3) business days in advance of the meeting to ensure availability.**

a31-s12

**COURT NOTICES**

**SUPREME COURT**

**RICHMOND COUNTY**

■ NOTICE

**RICHMOND COUNTY  
I.A PART 89  
NOTICE OF ACQUISITION  
INDEX NUMBER 4509/2018  
CONDEMNATION PROCEEDING**

**IN THE MATTER OF** the Application of the CITY OF NEW YORK Relative to Acquiring Title in Fee Simple to Property, located in Staten Island, including All or Parts of

**DAHLIA STREET,**

Generally bounded by WOODROW ROAD and SHIFT PLACE, in the Borough of Staten Island, City and State of New York.

**PLEASE TAKE NOTICE**, that by order of the Supreme Court of the State of New York, County of Richmond, IA Part 89 (Hon. Wayne P. Saitta, J.S.C.), duly entered in the office of the Clerk of the County of Richmond on August 9, 2018 and filed on August 16, 2018, the

application of the City of New York to acquire certain interests in real property, where not heretofore acquired for the same purpose, for the acquisition of a fee interest, was granted and the City was thereby authorized to file an acquisition map with the Clerk of Richmond County. Said map, showing the property acquired by the City, was filed by the Clerk of Richmond County on August 16, 2018. Title to the real property vested in the City of New York on August 16, 2018.

**PLEASE TAKE FURTHER NOTICE**, that the City has acquired the following interests in real property:

DAMAGE PARCEL	BLOCK	LOT	PROPERTY INTEREST ACQUIRED
1	6085	Part of 66	Fee
2	6085	Part of 60	Fee
3	6085	Part of 120	Fee
4	6085	Part of 125	Fee
5	6085	Part of 130	Fee
6	6085	Part of 30	Fee
10	6085	Part of 165	Fee
7A	6085	Adjacent to 25	Fee
8A	6085	Adjacent to 150	Fee
9A	6085	Adjacent to 155	Fee

**PLEASE TAKE FURTHER NOTICE**, that, pursuant to said Order, and to §§ 503 and 504 of the Eminent Domain Procedure Law of the State of New York, each and every person interested in the real property acquired in the above-referenced proceeding and having any claim or demand on account thereof, shall have a period of one calendar year from the date of service of The Notice of Acquisition for this proceeding, to file a written claim with the Clerk of the Court of Bronx County, and to serve within the same time a copy thereof on the Corporation Counsel of the City of New York, Tax and Bankruptcy Litigation Division, 100 Church Street, New York, NY 10007. Pursuant to EDPL § 504, the claim shall include:

- a. the name and post office address of the condemnee;
- b. reasonable identification by reference to the acquisition map, or otherwise, of the property affected by the acquisition, and the condemnee's interest therein;
- c. a general statement of the nature and type of damages claimed, including a schedule of fixture items which comprise part or all of the damages claimed; and,
- d. if represented by an attorney, the name, address and telephone number of the condemnee's attorney.

Pursuant to EDPL § 503(C), in the event a claim is made for fixtures or for any interest other than the fee in the real property acquired, a copy of the claim, together with the schedule of fixture items, if applicable, shall also be served upon the fee owner of said real property.

**PLEASE TAKE FURTHER NOTICE**, that, pursuant to § 5-310 of the New York City Administrative Code, proof of title shall be submitted to the Corporation Counsel of the City of New York, Tax and Bankruptcy Litigation Division, 100 Church Street, New York, NY 10007, on or before August 17, 2020 (which is two (2) calendar years from the title vesting date).

Dated: New York, NY  
August 17, 2018  
ZACHARY W. CARTER  
Corporation Counsel of the  
City of New York  
Attorney for the Condemnor,  
100 Church Street  
New York, NY 10007  
(212) 356-2170

a30-s13

**RICHMOND COUNTY  
I.A. PART 89  
NOTICE OF ACQUISITION  
INDEX NUMBER 4511/2018  
CONDEMNATION PROCEEDING**

**IN THE MATTER OF** the Application of the CITY OF NEW YORK Relative to Acquiring in Fee Simple Absolute to Block 2776, Lot 12, located in Staten Island, for the construction of

**TRAVIS NEIGHBORHOOD STORM WATER SEWER PROJECT - STAGE II,**

located in the area generally, located at Cannon Avenue, Prices Lane, and Burke Avenue in the Borough of Staten Island, City and State of New York.

PLEASE TAKE NOTICE, that by order of the Supreme Court of the State of New York, County of Richmond, IA Part 89 (Hon. Wayne P. Saitta, J.S.C.), duly entered in the office of the Clerk of the County of Richmond on August 9, 2018 and filed on August 16, 2018, the application of the City of New York to acquire certain interests in real property, where not heretofore acquired for the same purpose, for the acquisition of a fee interest, was granted and the City was thereby authorized to file an acquisition map with the Clerk of Richmond County. Said map, showing the property acquired by the City, was filed by the Clerk of Richmond County on August 16, 2018. Title to the real property vested in the City of New York on August 16, 2018.

Damage Parcel	Block	Lot	Property Interest Acquired
1	2776	12	Fee

PLEASE TAKE FURTHER NOTICE, that, pursuant to said Order, and to §§ 503 and 504 of the Eminent Domain Procedure Law of the State of New York, each and every person interested in the interests in real property acquired in the above-referenced proceeding and having any claim or demand on account thereof has a period of two calendar years from the date of service of the Notice of Acquisition for this proceeding in which to file a written claim with the Clerk of the Court of Richmond County, and to serve within the same time a copy thereof on the Corporation Counsel of the City of New York, Tax and Bankruptcy Litigation Division, 100 Church Street, New York, NY 10007. Pursuant to EDPL § 504, the claim shall include:

- a. the name and post office address of the condemnee;
- b. reasonable identification by reference to the acquisition map, or otherwise, of the property interest affected by the acquisition, and the condemnee's interest therein;
- c. a general statement of the nature and type of damages claimed, including a schedule of fixture items which comprise part or all of the damages claimed; and,
- d. if represented by an attorney, the name, address and telephone number of the condemnee's attorney.

Pursuant to EDPL § 503(C), in the event a claim is made for fixtures or for any interest other than the fee in the real property acquired, a copy of the claim, together with the schedule of fixture items, if applicable, shall also be served upon the fee owner of said real property.

PLEASE TAKE FURTHER NOTICE, that, pursuant to § 5-310 of the New York City Administrative Code, proof of title shall be submitted to the Corporation Counsel of the City of New York, Tax and Bankruptcy Litigation Division, 100 Church Street, New York, NY 10007 on or before August 17, 2020 (which is two (2) calendar years from the title vesting date).

Dated: New York, NY  
August 17, 2018  
ZACHARY W. CARTER  
Corporation Counsel of the  
City of New York  
Attorney for the Condemnor,  
100 Church Street  
New York, NY 10007  
(212) 356-2170

a30-s13

COUNTY OF RICHMOND  
I.A. PART 89  
NOTICE OF PETITION  
INDEX NUMBER CY4512/2018  
CONDEMNATION PROCEEDING

IN THE MATTER OF the Application of the CITY OF NEW YORK Relative to Acquiring in Fee Simple Absolute to all or parts of

GRANTWOOD AVENUE and the intersection of SHELDON AND BELFIELD AVENUES

located in the area generally located at Grantwood Avenue between Sheldon Avenue and Rensselaer Avenue and between Rensselaer Avenue and Rathbun Avenue as well as the intersection of Sheldon Avenue and Belfield Avenue in the Borough of Staten Island, City and State of New York.

PLEASE TAKE NOTICE that the City of New York (the "City") intends to make an application to the Supreme Court of the State of New York, Richmond County, IA Part 89, for certain relief. The application will be made at the following time and place: At the Kings County Courthouse, located at 360 Adams Street, in the Borough of Brooklyn, City and State of New York, on Thursday, September 27, 2018 at 2:30 P.M., or as soon thereafter as counsel can be heard.

The application is for an order:

- a. authorizing the City to file an acquisition map in the Richmond County Clerk's Office;
- b. directing that, upon the filing of the order granting the relief sought in this petition and the filing of the acquisition map in the Richmond

- c. County Clerk's Office, title to the property sought to be acquired and described below shall vest in the City in fee simple absolute;
- d. providing that the compensation which should be made to the owners of the real property sought to be acquired and described above be ascertained and determined by the Court without a jury;
- e. directing that within thirty days of the entry of the order granting the petition vesting title, the City shall cause a notice of acquisition to be published in at least ten successive issues of The City Record, an official newspaper published in the City of New York, and shall serve a copy of such notice by first class mail on each condemnee or his, her, or its attorney of record;
- f. directing that each condemnee shall have a period of two calendar years from the vesting date for this proceeding, in which to file a written claim, demand or notice of appearance with the Clerk of this Court and to serve a copy of the same upon the Corporation Counsel of the City of New York, 100 Church Street, New York, NY 10007.

The City, in this proceeding intends to acquire in fee simple absolute in certain real property where not heretofore acquired for the same purpose, for the installation of sanitary and storm sewers, water mains and appurtenances, in the Borough of Staten Island, City and State of New York.

The real property to be acquired in fee simple absolute in this proceeding is more particularly bounded and described as follows:

SITE 1

ALL that certain plot, piece or parcel of land, with the building and improvements thereof erected, situate, lying and being in the borough of Staten Island, County of Richmond, City and State of New York, being bounded and described as follows:

BEGINNING at a point on the northerly prolongation of the easterly side of Sheldon Avenue, which point is distant 13.21 feet northerly from the corner formed by the intersection of the easterly side of Sheldon Avenue and the southerly side of Grantwood Avenue;

RUNNING THENCE North 33 degrees 23 minutes 48 seconds East, a distance of 48.11 feet to a point;

THENCE South 61 degrees 21 minutes 54 seconds East, a distance of 200.69 feet to a point;

THENCE South 33 degrees 23 minutes 48 seconds West, a distance of 47.31 feet to a point;

THENCE North 61 degrees 35 minutes 36 seconds West, a distance of 200.76 feet to the point or place of BEGINNING.

SITE 2

ALL that certain plot, piece or parcel of land, with the building and improvements thereof erected, situate, lying and being in the borough of Staten Island, County of Richmond, City and State of New York, being bounded and described as follows:

BEGINNING at a point on the northerly prolongation of the easterly side of Rensselaer Avenue, which point is distant 13.51 feet northerly from the corner formed by the intersection of the easterly side of Rensselaer Avenue with the southerly side of Grantwood Avenue;

RUNNING THENCE North 33 degrees 23 minutes 48 seconds East, a distance of 62.70 feet to a point;

THENCE the following two (2) courses and distances:

- 1. South 61 degrees 23 minutes 45 seconds East, a distance of 163.09 feet to a point;
- 2. South 59 degrees 43 minutes 31 seconds East, a distance of 37.54 feet to a point;

THENCE South 33 degrees 23 minutes 48 seconds West, a distance of 61.43 feet to a point;

THENCE North 61 degrees 26 minutes 47 seconds West, a distance of 200.72 feet to the point or place of BEGINNING.

SITE 3

ALL that certain plot, piece or parcel of land, with the building and improvements thereof erected, situate, lying and being in the borough of Staten Island, County of Richmond, City and State of New York, being bounded and described as follows:

BEGINNING at the corner formed by the intersection of the northerly side of Belfield Avenue and the westerly side of Sheldon Avenue;

RUNNING THENCE South 57 degrees 46 minutes 35 seconds East, a distance of 60.01 feet to a point on the easterly terminus of Belfield Avenue;

THENCE South 33 degrees 23 minutes 48 seconds West, a distance of 60.01 feet to a point on the southerly terminus of Sheldon Avenue;

THENCE North 57 degrees 46 minutes 35 seconds West, a distance of 60.01 feet to a point on the southerly side of Belfield Avenue;

THENCE North 33 degrees 23 minutes 48 seconds East, a distance of 60.01 feet to the point or place of BEGINNING.

Surveys, maps or plans of the property to be acquired are on file in the office of the Corporation Counsel of the City of New York, 100 Church Street, New York, NY 10007.

**PLEASE TAKE FURTHER NOTICE THAT**, pursuant to Eminent Domain Procedure Law § 402(B)(4), any party seeking to oppose the acquisition must interpose a verified answer, which must contain specific denial of each material allegation of the petition controverted by the opponent, or any statement of new matter deemed by the opponent to be a defense to the proceeding. Pursuant to CPLR § 403, said answer must be served upon the office of the Corporation Counsel at least seven (7) days before the date that the petition is noticed to be heard.

Dated: New York, NY  
June 28, 2018  
ZACHARY W. CARTER  
Corporation Counsel  
of the City of New York  
Attorney for the Condemnor  
100 Church Street  
New York, NY 10007  
Tel. (212) 356-2170

(SEE MAP(S) IN BACK OF PAPER)

a31-s14

# 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 by appointment at: Kenben Industries Ltd., 1908 Shore Parkway, Brooklyn, NY 11214. Phone: (718) 802-0022

m30-s11

## 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.

jj6-j7

## POLICE

### NOTICE

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

The following list of properties is in the custody of the Property Clerk Division without claimants: Motor vehicles, boats, bicycles, business machines, cameras, calculating machines, electrical and optical property, furniture, furs, handbags, hardware, jewelry, photographic equipment, radios, robes, sound systems, surgical and musical instruments, tools, wearing apparel, communications equipment, computers, and other miscellaneous articles.

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

### INQUIRIES

Inquiries relating to such property should be made in the Borough concerned, at the following office of the Property Clerk.

### FOR MOTOR VEHICLES (All Boroughs):

- Springfield Gardens Auto Pound, 174-20 North Boundary Road, Queens, NY 11430, (718) 553-9555
- Erie Basin Auto Pound, 700 Columbia Street, Brooklyn, NY 11231, (718) 246-2030

### FOR ALL OTHER PROPERTY

- Manhattan - 1 Police Plaza, New York, NY 10038, (646) 610-5906
- Brooklyn - 84th Precinct, 301 Gold Street, Brooklyn, NY 11201, (718) 875-6675
- Bronx Property Clerk - 215 East 161 Street, Bronx, NY 10451, (718) 590-2806
- Queens Property Clerk - 47-07 Pearson Place, Long Island City, NY 11101, (718) 433-2678
- Staten Island Property Clerk - 1 Edgewater Plaza, Staten Island, NY 10301, (718) 876-8484

j2-d31

# PROCUREMENT

### "Compete To Win" More Contracts!

*Thanks to a new City initiative - "Compete To Win" - the NYC Department of Small Business Services offers a new set of FREE services to help create more opportunities for minority and women-owned businesses to compete, connect and grow their business with the City. With NYC Construction Loan, Technical Assistance, NYC Construction Mentorship, Bond Readiness, and NYC Teaming services, the City will be able to help even more small businesses than before.*

- *Win More Contracts at [nyc.gov/competetowin](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**

■ AWARD

*Human Services/Client Services*

**LIMITED SECURE PLACEMENT SERVICES** - Renewal - PIN# 06813N0007001R001 - AMT: \$15,814,235.00 - TO: The Children's Village, One Echo Hills, Dobbs Ferry, NY 10522.

● **LIMITED SECURE PLACEMENT SERVICES** - Renewal - PIN# 06813N0007006R001 - AMT: \$23,092,094.00 - TO: Sheltering Arms Children and Family Services, 305 Seventh Avenue, New York, NY 10001.

☛ s4

**AGING**

**CONTRACT PROCUREMENT AND SUPPORT SERVICES**

■ AWARD

*Human Services/Client Services*

**SENIOR SERVICES** - BP/City Council Discretionary - PIN# 12518L0260001 - AMT: \$250,000.00 - TO: The Blue Card, Inc., 171 Madison Avenue, Suite 1405, New York, NY 10016.

City Council/Borough President discretionary - funds for this contract have been provided through a discretionary award, to enhance services to New York City's older adults.

☛ s4

**SENIOR SERVICES** - BP/City Council Discretionary - PIN# 12518L0264001 - AMT: \$129,000.00 - TO: Edith and Carl Marks Jewish Community House of Bensonhurst Inc., 7802 Bay Parkway, Brooklyn, NY 11214.

● **SENIOR SERVICES** - BP/City Council Discretionary - PIN# 12519L0001001 - AMT: \$110,500.00 - TO: Council of Peoples Organization Inc., 1081 Coney Island Avenue, Brooklyn, NY 11230.

City Council/Borough President discretionary - funds for these contracts have been provided through a discretionary award, to enhance services to New York City's older adults.

☛ s4

**CITY UNIVERSITY**

**LAGUARDIA COMMUNITY COLLEGE**

■ SOLICITATION

*Services (other than human services)*

**WATER TREATMENT SERVICES** - Competitive Sealed Bids - PIN# 0692018007 - Due 10-11-18 at 2:00 P.M.

LaGuardia Community College is soliciting Competitive Sealed Bids from qualified and experienced water treatment contractors, to provide a water treatment program to protect the College's critical heat-transfer equipment and piping from unreasonable deterioration, due to corrosion and fouling of waterside surfaces. And, to provide conditions to allow the equipment to operate at optimum efficiency and maximum uptime. The water treatment Contractor shall furnish effective products, quality service and maintain good communications with the College in order to meet the University's standards.

A mandatory Site Visit will be held, on Tuesday, September 25, 2018, at 12:00 P.M.

Any purchase that results from this advertisement shall be governed by the terms and conditions of this advertisement (including without limitation, any attached specifications and any other terms and conditions attached hereto or incorporated herein by reference), the University's standard Purchase Order Terms and Conditions and Appendix A, the Standard Clauses for New York State Contracts, which are incorporated herein by reference with the same effect as it is written.

Communication with respect to this procurement initiated by or on behalf of an interested vendor through others may constitute an "impermissible contact" under state law, and could result in disqualification of that vendor.

Subcontracting is allowed.

The Procurement Lobbying Act (PLA) Applies to this Solicitation. The restricted period began with the publication of this ad.

Compliance Procurement Lobbying Act

Required Forms: Vendor shall complete, sign and submit the following forms if they are selected.

- a) "Offerer's Affirmation of Understanding of and Agreement, pursuant to State Finance Law § 139-j (3) and § 139-j (6) (b)"
- b) "Offerer's Disclosure of Prior Non-Responsibility Determinations and Certification of Compliance with State Finance Law §139-j and §139-k"

Contact with CUNY:

Under the requirements of the PLA, all communications regarding advertised projects are to be channeled through the Designated Contact. Communication with respect to this procurement initiated by or on behalf of an interested vendor through others than the Designated Contact may constitute an "impermissible contact" under NYS law and could result in disqualification of that vendor.

Rules and regulations and more information on this law, please visit: <http://www.ogs.ny.gov/aboutogs/regulations/advisoryCouncil/Faq.htm> (Advisory Council FAQs)

<http://www.jcope.ny.gov/law/lob/lobbying2.html> (New York State Lobbying Act)

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.

City University, 31-10 Thomson Avenue, Room #E-405, Long Island City, NY 11101. Tawanikka Smith (718) 482-5525; Fax: (718) 609-2166; [pricequote@lagcc.cuny.edu](mailto:pricequote@lagcc.cuny.edu)

☛ s4

**CITYWIDE ADMINISTRATIVE SERVICES**

■ SOLICITATION

*Goods*

**PULSE CO-OXIMETER AND ACC. (BRAND SPECIFIC) FDNY** - Competitive Sealed Bids - PIN# 8571800315 - Due 10-10-18 at 10:30 A.M.

A copy of the bid can be downloaded from the City Record Online site at [www.nyc.gov/cityrecord](http://www.nyc.gov/cityrecord). Enrollment is free. Vendor may also request the bid by contacting Vendor Relations via email at [dcasdmssbids@dcas.nyc.gov](mailto:dcasdmssbids@dcas.nyc.gov), by telephone (212) 386-0044 or by fax at (212) 669-7585.

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.

Citywide Administrative Services, 1 Centre Street, 18th Floor, South, New York, NY 10007. Ebony Roberson (212) 386-0466; Fax: (646) 500-6105; eroberson@dcas.nyc.gov

☛ s4

OFFICE OF CITYWIDE PROCUREMENT

AWARD

Goods

LED LIGHTING SYSTEM FOR HERE ART CENTER -

Competitive Sealed Bids - PIN#8571800180 - AMT: \$106,278.00 - TO: Barbizon Electric Company Inc., 456 West 55th Street, New York, NY 10019-4403.

☛ s4

CORRECTION

INTENT TO AWARD

Services (other than human services)

ADVERTISING SERVICES FOR DEPARTMENTAL RECRUITMENT -

Negotiated Acquisition - Other - PIN# 072201903HRD - Due 9-17-18 at 3:00 P.M.

The New York Department of Correction (DOC), is contracting with Capstar Radio Operating Company (iHeart Media), for provision of advertising service for ongoing Department recruitment. As part of the NYC Department of Correction's 14 Point Anti-Violence Reform Agenda, a Recruitment Unit was established in 2015 to promote and publicize employment opportunities within the Department, primarily the NYC Correction Officer job title with the goal of recruiting qualified people to join the NYC Department of Correction. Due to the high retirement/attrition rate of Correction Officers and increased challenges finding and targeting qualified candidates, the Department needs to expand its advertising/recruitment efforts and leverage additional advertising channels, to attract the most qualified candidates. Any firm which believes it can provide the required services in the future is invited to express interest via email.

NOT APPLICABLE.

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.

Correction, 75-20 Astoria Boulevard, Suite 160, East Elmhurst, NY 11370. Phillip Emmanuel Intatano (718) 546-0692; Fax: (718) 278-6218; pintatano@doc.nyc.gov.

a31-s7

DESIGN AND CONSTRUCTION

VENDOR LIST

Construction / Construction Services

PRE-SOLICITATION CONFERENCE FOR PROGRAM AND PROJECT MANAGEMENT SERVICES FOR DESIGN BUILD PROJECTS

The New York City Department of Design and Construction (DDC) invites you to attend a Pre-Solicitation Conference, on Tuesday, September 18th, 2018, at 10:00 A.M., in DDC's Atrium, located on the First Floor, at 30-30 Thomson Avenue, Long Island City, NY 11101. DDC, intends to issue a Request for Proposals (RFP), to obtain proposals for program and project management consulting services to assist DDC in developing and implementing a program for the administration and management of Design-Build projects procured, in accordance with the New York City Rikers Island Jail Complex Replacement Act (Projects). For further details, please visit the following link, on DDC's website, to view the Letter of Intent: https://www.ddcanywhere.nyc/DesignBuild/. Please click the following link for registration information: https://www.eventbrite.com/e/pre-solicitation-conference-off-rikers-program-tickets-49334112659.

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.

Design and Construction, 30-30 Thomson Avenue, 4th Floor, Long

Island City, NY 11101. Anna Zardiashvili (718) 391-1297; Fax: (718) 391-1886; zardiashvilia@ddc.nyc.gov

a27-s17

AGENCY CHIEF CONTRACTING OFFICE

SOLICITATION

Construction / Construction Services

RESIDENT ENGINEERING INSPECTION FOR THE RECONSTRUCTION OF DUMBO/VINEGAR HILL AREA

- Competitive Sealed Proposals - Judgment required in evaluating proposals - PIN#8502019HW0003P - Due 10-2-18 at 4:00 P.M.

HWKKP005, Resident Engineering Inspection Services for the Reconstruction of DUMBO/Vinegar Hill Area, including Storm and Sanitary Sewer, Trunk, and Distribution Water Main, Borough of Brooklyn. All qualified and interested firms are advised to download the Request for Proposal, at http://ddcftp.nyc.gov/rfpweb/ from September 4, 2018, or contact the person listed for this RFP.

Procurement and Sourcing Solutions Portal (PASSPort) Disclosure Filing (formerly known as Vendor Information Exchange System (VENDEX) Forms or Certificate of No Change)

All organizations intending to do business with the City of New York must complete a disclosure process in order to be considered for a contract. This disclosure process was formerly completed using Vendor Information Exchange System (VENDEX) paper-based forms. Beginning in summer 2017, the City of New York will move collection of vendor disclosure information online. In anticipation of awards, proposers to Resident Engineering Inspection Services for the Reconstruction of DUMBO/Vinegar Hill Area, including Storm and Sanitary Sewer, Trunk, and Distribution Water Main, Borough of Brooklyn must create online accounts in the new Procurement and Sourcing Solutions Portal (PASSPort) and file all disclosure information when the system becomes available. Paper submissions, including certifications of no changes to existing VENDEX packages will not be accepted in lieu of complete online filings.

The Department of Design and Construction and the Mayor's Office of Contract Services (MOCS) will notify all proposers when the PASSPort system becomes available and it is time to file, and disclosure filing completion will be required prior to any award through this RFP. For more information about PASSPort, please visit nyc.gov/passport.

This procurement is subject to participation goals for MBEs and/or WBEs as required by Section 6-129 of the New York City Administrative Code.

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.

Design and Construction, 30-30 Thomson Avenue, Long Island City, NY 11101. Audrey Thompson (718) 391-1816; Fax: (718) 391-1807; thompsona@ddc.nyc.gov

Accessibility questions: DDC's Disability Service Facilitator (718) 391-2815 or accessibility@ddc.nyc.gov, by September 25, 2018. Accessibility requests must be submitted at least 7 calendar days in advance, by: Tuesday, September 25, 2018, 4:00 P.M.



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WAVE HILL VISITORS PARKING LOT AND GATE HOUSE-BOROUGH OF THE BRONX -

Competitive Sealed Bids - PIN#85018B0129 - Due 10-16-18 at 2:00 P.M.

PROJECT NO.: PV464PRKG/DDC PIN: 8502018PV0003C

Bid Document Deposit-\$35.00 per set-Company Check or Money Order Only-No Cash Accepted-Late Bids will not be accepted There will be an Optional Pre-Bid Walk-Thru on TUESDAY, September 25, 2018, AT 10:00 A.M., at the Wave Hill House, located at 675 WEST 252nd Street, Bronx, NY 10471.

Special Experience Requirements Bid documents are available at: http://ddcbiddocuments.nyc.gov/inet/html/contrbid.asp.

THIS PROJECT IS SUBJECT TO Hire NYC

As of August 2017, the New York City Mayor's Office of Contract Services (MOCS), has launched the Procurement and Sourcing Solutions Portal (PASSPort), a new procurement system that will replace the paper - VENDEX process. All organizations intending to do business with the City of New York should complete an online disclosure process to be considered for a contract.

Since you have submitted a bid to New York City Department of Design and Construction, we are requesting that you create an account and enroll in PASSPort and file all disclosure information. Paper submissions, including Certifications of No Change to existing VENDEX packages will not be accepted in lieu of complete online filings. You can access PASSPort from the following link: <http://www.nyc.gov/passport>.

Companies certified by the New York City Department of Small Business Services as Minority- or Women- Owned Business Enterprises ("M/WBE") are strongly encouraged to submit a bid. This procurement is subject to Minority-Owned and Women-Owned Business Enterprises (MWBE) participation goals as required by Local Law 1 of 2013. All respondents will be required to submit an M/WBE Participation Plan with their response. For the MWBE goals, please visit our website, at <http://ddcbiddocuments.nyc.gov/inet/html/contrbid.asp>, see "Bid Opportunities". For a list of companies certified by the NYC Department of Small Business Services, please visit [www.nyc.gov/buycertified](http://www.nyc.gov/buycertified). To find out how to become certified, visit [www.nyc.gov/getcertified](http://www.nyc.gov/getcertified) or call the DSBS certification helpline at (212) 513-6311.

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.

*Design and Construction, 30-30 Thomson Avenue, Long Island City, NY 11101. Brenda Barreiro (718) 391-1041; [csb\\_projectinquiries@ddc.nyc.gov](mailto:csb_projectinquiries@ddc.nyc.gov)*

Accessibility questions: Disability Services Facilitator (718) 391-2815 or email at [DDCEE@ddc.nyc.gov](mailto:DDCEE@ddc.nyc.gov), by: Monday, October 8, 2018, 5:00 P.M.



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**REPLACEMENT OF COMBINED SEWER AND WATER MAIN IN 70TH STREET-BOROUGH OF QUEENS** - Competitive Sealed Bids - PIN# 85018B0120 - Due 9-26-18 at 11:00 A.M.

PROJECT NO.: SE-859/DDC PIN: 8502018SE0023C

Bid Document Deposit-\$35.00 per set-Company Check or Money Order Only-No Cash Accepted-Late Bids will not be accepted  
Special Experience Requirements  
Apprenticeship Participation Requirements apply to this contract  
Bid documents are available at: <http://ddcbiddocuments.nyc.gov/inet/html/contrbid.asp>.

THIS PROJECT IS SUBJECT TO Hire NYC

As of August 2017, the New York City Mayor's Office of Contract Services (MOCS), has launched the Procurement and Sourcing Solutions Portal (PASSPort), a new procurement system that will replace the paper – VENDEX process. All organizations intending to do business with the City of New York should complete an online disclosure process to be considered for a contract.

Since you have submitted a bid to New York City Department of Design and Construction, we are requesting that you create an account and enroll in PASSPort and file all disclosure information. Paper submissions, including Certifications of No Change to existing VENDEX packages will not be accepted in lieu of complete online filings. You can access PASSPort from the following link: <http://www.nyc.gov/passport>.

This procurement is subject to Minority-Owned and Women-Owned Business Enterprises (MWBE) participation goals as required by Local Law 1 of 2013. All respondents will be required to submit an M/WBE Participation Plan with their response. For the MWBE goals, please visit our website at <http://ddcbiddocuments.nyc.gov/inet/html/contrbid.asp> see "Bid Opportunities". For a list of companies certified by the NYC Department of Small Business Services, please visit [www.nyc.gov/buycertified](http://www.nyc.gov/buycertified). To find out how to become certified, visit [www.nyc.gov/getcertified](http://www.nyc.gov/getcertified) or call the DSBS certification helpline at (212) 513-6311.

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.

*Design and Construction, 30-30 Thomson Avenue, Long Island City, NY 11101. Brenda Barreiro (718) 391-1041; [csb\\_projectinquiries@ddc.nyc.gov](mailto:csb_projectinquiries@ddc.nyc.gov)*

Accessibility questions: Disability Services Facilitator (718) 391-2815 or email at [DDCEE@ddc.nyc.gov](mailto:DDCEE@ddc.nyc.gov), by: Monday, September 17, 2018, 5:00 P.M.



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## ENVIRONMENTAL PROTECTION

### AGENCY CHIEF CONTRACTING OFFICE

#### ■ INTENT TO AWARD

*Services (other than human services)*

**BPS-1602: X-RAY SCREENING EQUIPMENT MAINTENANCE FOR THE BUREAU OF POLICE AND SECURITY** - Sole Source - Available only from a single source - PIN# 82616S0010 - Due 9-20-18 at 4:00 P.M.

DEP, intends to enter into a Sole Source agreement with American Science and Engineering Inc., for BPS-1602: Screening Equipment Maintenance for the bureau of Police and Security. As part of the high security at the CAT/DEL UV Plant, these systems are a critical part of the security for the facility for which ongoing maintenance is required, to ensure they are functioning properly. Any firm which believes it can also provide the required service IN THE FUTURE is invited to do so, indicated by letter which must be received no later than September 20, 2018, 4:00 P.M., at: Department of Environmental Protection, Agency Chief Contracting Officer, 59-17 Junction Boulevard, 17th Floor, Flushing, NY 11373, Attention: Ms. Glorivee Roman, [glroman@dep.nyc.gov](mailto:glroman@dep.nyc.gov), (718) 595-3226.

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.

*Environmental Protection, 59-17 Junction Boulevard, 17th Floor, Flushing, NY 11373. Glorivee Roman (718) 595-3226; Fax: (718) 595-3208; [glroman@dep.nyc.gov](mailto:glroman@dep.nyc.gov)*

a30-s6

## ENGINEERING DESIGN AND CONSTRUCTION

#### ■ SOLICITATION

*Construction Related Services*

**ABOVE GROUND WATER QUALITY MONITORING STATIONS AT SHAFT 3B, CROTON SITE AND SHAFT 7, BRONX, N.Y.** - Competitive Sealed Bids - PIN# 82618B0080001 - Due 10-4-18 at 11:30 A.M.

Contract Number: WQMON-ENT-2, Document Fee: \$80, Project Manager: James Carlese, [JCarlese@dep.nyc.gov](mailto:JCarlese@dep.nyc.gov). Engineer's Estimate: \$1,971,150 - \$2,666,850.

There will be a Pre-Bid Meeting to be held on 9/18/18, located at 96-05 Horace Harding Expressway, 4th Floor, East Conference Room, at 10:00 A.M. Last day for questions 9/21/18, email to Agency Contact.

The procurement is subject to participation goals for MBEs and/or WBEs as required by Local Law 1.

Drawings are not included online, to purchase the full documents with drawings, please contact the Bid Room.

M/WBE 20 percent goal.

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.

*Environmental Protection, 59-17 Junction Boulevard, 17th Floor, Bid Room, Flushing, NY 11373. Fabian Heras (718) 595-3265; [gheras@dep.nyc.gov](mailto:gheras@dep.nyc.gov)*



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## FIRE DEPARTMENT

### FISCAL SERVICES

#### ■ AWARD

*Construction Related Services*

**CONSTRUCTION MANAGEMENT SERVICES** - Competitive Sealed Proposals - Judgment required in evaluating proposals - PIN# 057170000987 - AMT: \$19,922,289.61 - TO: LiRo Program and Construction Management, PE P.C., 3 Aerial Way, Syosset, NY 11791. ePIN No. 05717P0003, Vendor Source ID 92544.

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**HEALTH AND MENTAL HYGIENE**

■ AWARD

*Human Services/Client Services*

**MENTAL HEALTH SERVICES FOR CHILDREN AGES 0-5 FY17 8616** - BP/City Council Discretionary - PIN# 17AO043701R0X00 - AMT: \$230,769.00 - TO: Sheltering Arms Children and Family Services, Inc., 305 Seventh Avenue, 4th Floor, New York, NY 10001.

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**HOMELESS SERVICES**

■ AWARD

*Human Services/Client Services*

**STANDALONE SHELTER SERV. FOR HOMELESS ADULTS AT 341 W. 51 ST** - Competitive Sealed Proposals - Judgment required in evaluating proposals - PIN#07110P0002041R001 - AMT: \$18,486,614.00 - TO: Women in Need, Inc., 115 West 31st Street, New York, NY 10001. Contract Term: 7/1/18 to 6/30/22

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**HOUSING AUTHORITY**

■ SOLICITATION

*Construction/Construction Services*

**EXTERIOR RENOVATION IDIQ CONTRACT AT VARIOUS DEVELOPMENTS-CITY WIDE** - Competitive Sealed Bids - Due 10-2-18 at 11:00 A.M.

- PIN#BW1804785 - Exterior Renovation IDIQ Contract AT Various Developements-City-Wide
- PIN#BW1804991 - Exterior Renovation IDIQ Contract AT Various Developements-City-Wide
- PIN#BW1804992 - Exterior Renovation IDIQ Contract AT Various Developements-City-Wide
- PIN#BW1804994 - Exterior Renovation IDIQ Contract AT Various Developements-City-Wide
- PIN#BW1804995 - Exterior Renovation IDIQ Contracts AT Various Developements-City-Wide

There will be a Pre-Bid meeting on 9/18/2018, at 11:00 A.M., at 90 Church Street, 11th Floor, Room 11-002, New York, NY 10007. Although attendance is not mandatory, it is strongly recommended that you attend. NYCHA staff will be available to address all inquiries relevant to this contract.

Bid documents are available Monday through Friday, 9:00 A.M. to 4:00 P.M., for a \$25.00 fee in the form of a money order or certified check made payable to NYCHA. Documents can also be obtained by registering with I-supplier and downloading documents. Please note that original bid bonds are due at time of bid opening.

Please note that in the event only one bidder has submitted a bid in connection with the contract on or before the original bid submission deadline, the bid submission deadline shall automatically be extended for fourteen (14) calendar days. The foregoing extension does not in any way limit NYCHA's right to extend the bid submission deadline for any other reason.

This contract shall be subject to the New York City Housing Authority's Project Labor Agreement if the Bidder's price exceeds \$250,000.00.

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

Housing Authority, 90 Church Street, New York, NY 10007. Latrena Johnson (212) 306-3223; latrena.johnson@nycha.nyc.gov



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**INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS**

**CONTRACTS AND PROCUREMENT**

■ AWARD

*Goods*

**CITYWIDE IT PURCHASING CONTRACT** - Intergovernmental Purchase - Other - PIN#85818O0026001 - AMT: \$645,259,245.00 - TO: CDW Government LLC, 230 North Milwaukee Avenue, Vernon Hills, IL 60061.

The term of the Agreement is 8/16/18 - 8/15/23. This procurement was competitively awarded to CDW Government, LLC under the City of Mesa, Arizona's Information Technology and Services Contract.

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*Goods and Services*

**EXFO - 40G ISP - FIBER TEST SET FOR 40G RATES** - Innovative Procurement - Other - PIN#20180260153 - AMT: \$72,841.00 - TO: Itegix LLC, 775 Park Avenue, Suite 255, Huntington, NY 11743-7538. M/WBE Innovative Procurement.

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**NYC HEALTH + HOSPITALS**

**CONTRACT SERVICES**

■ SOLICITATION

*Construction Related Services*

**RE-BID: BELLEVUE - GC WORK-REBID (INCLUDES: HVAC, PLMB AND ELEC) WORK 2.5M - 3M** - Competitive Sealed Bids - PIN# 11201705 - Due 10-12-18 at 1:30 P.M.

RE-BID: Bellevue Hospital Center, Roche Chemistry Lab, 4th Floor, Buiding "H", 462 1st Avenue, New York, NY. Bid Documents Fee \$30 (Company Check or Money Order) Payable to NYCHH and the fee is non-refundable.

All Bids shall be in accordance with the terms of the NYC Health and Hospitals (HHC) Project Labor Agreement.

Technical Questions must be submitted in writing by email, no later than three (3) calendar days after the Mandatory Pre-Bid Meetings are held.

Mandatory Meetings/site tours are scheduled for Tuesday, September 26, at 11:00 A.M. and Wednesday, September 27, at 11:00 A.M., 9th Floor, Conference Room in the Administration Building. All bidders must attend one of the Mandatory Pre-Bid Meetings in order to bid.

Requires Trade Licenses (Where Applicable). Under Article 15A of the State of New York, the following M/WBE goals apply to this contract, MBE 20 percent and WBE 10 percent. These goals apply to any bid submitted of \$100,000 or more. Bidders not complying with these Terms will have their bids declared Non-Responsive.

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

NYC Health + Hospitals, 55 Water Street, 25th Floor, New York, NY 10041. Clifton Mc Laughlin (212) 442-3658; mclaughc@nychhc.org

☛ s4

## 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.**

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 DPR parks and playgrounds projects not exceeding \$3 million per contract ("General Construction").

By establishing contractor's qualification and experience in advance, 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. 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.

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*

**j2-d31**

### ■ SOLICITATION

#### *Goods and Services*

#### **MACOMBS DAM PARK SNACK BAR, BRONX** - Request for Proposals - PIN# X30-SB - Due 10-5-18 at 3:00 P.M.

In accordance with Section 1-13 of the Concession Rules of the City of New York, the New York City Department of Parks and Recreation ("Parks") is issuing, a RFP for the development, operation and maintenance of a snack bar and up to three (3) mobile food units, at Macombs Dam Park, in the borough of the Bronx.

There will be a recommended on-site proposer meeting and site tour on Wednesday, September 12, 2018, at 12:00 P.M. We will be meeting at the proposed concession site, which is located adjacent to the Yancey Track and Field comfort stations (See exhibit A of the RFP, Primary Snack Bar kiosk location), in front of the comfort stations. If you are considering responding to this RFP, please make every effort to attend this recommended meeting and site tour.

Hard copies of the RFP can be obtained, at no cost, commencing August 22, 2018, through September 28, 2018, between the hours of 9:00 A.M. and 5:00 P.M., excluding weekends and holidays, at the Revenue Division of the New York City Department of Parks and Recreation,

which is located, at 830 Fifth Avenue, Room 407, New York, NY 10065. All proposals submitted in response to this RFP must be submitted by no later than Friday, September 28, 2018, at 3:00 P.M.

The RFP is also available for download, August 22, 2018, through September 28, 2018, at Parks' website. To download the RFP, visit [www.nyc.gov/parks/businessopportunities](http://www.nyc.gov/parks/businessopportunities), click on the link for "Concessions Opportunities at Parks" and, after logging in, click on the "download" link that appears adjacent to the RFP's description.

For more information related to the RFP, contact Glenn Kaalund, at (212) 360-1397, or via email: [glenn.kaalund@parks.nyc.gov](mailto:glenn.kaalund@parks.nyc.gov).

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, 830 Fifth Avenue, Room 407, New York, NY 10065. Glenn Kaalund (212) 360-1397; Fax: (212) 360-3434; [glenn.kaalund@parks.nyc.gov](mailto:glenn.kaalund@parks.nyc.gov)*

Accessibility questions: Glenn A Kaalund (212) 360-1397, by: Wednesday, September 26, 2018, 3:00 P.M.



**a22-s5**

#### *Services (other than human services)*

#### **DEVELOPMENT, OPERATION AND MAINTENANCE OF A CAFÉ AT THE OLD CROTON AQUEDUCT GATEHOUSE, MANHATTAN** - Request for Proposals - PIN#M320-SB - Due 10-15-18 at 3:00 P.M.

In accordance with Section 1-13 of the Rules of the Franchise and Concession Review Committee ("FCRC"), the New York City Department of Parks and Recreation ("Parks") is issuing, as of the date of this notice, a Request for Proposals (RFP) for the development, operation and maintenance of a Café at the Old Croton Aqueduct Gatehouse, Manhattan.

All proposals submitted in response to this RFP must be submitted no later than Monday, October 15, 2018, at 3:00 P.M. There will be a recommended proposer meeting and site tour on Thursday, September 13th, 2018, at 3:30 P.M. We will be meeting at the proposed concession site (Block # 1962 and Lot # 35), which is located at, 432-434 West 119th Street, New York, NY 10027. We will be meeting in front of the Gatehouse. If you are considering responding to this RFP, please make every effort to attend this recommended meeting and site tour.

Hard copies of the RFP can be obtained, at no cost, commencing on Thursday, August 30, 2018 through Monday, October 15th, 2018, between the hours of 9:00 A.M. and 5:00 P.M., excluding weekends and holidays, at the Revenue Division of the New York City Department of Parks and Recreation, which is located at, 830 Fifth Avenue, Room 407, New York, NY 10065.

The RFP is also available for download, commencing on Thursday, August 30, 2018 through Monday, October 15, 2018, on Parks' website. To download the RFP, visit <http://www.nyc.gov/parks/businessopportunities> and click on the "Concessions Opportunities at Parks" link. Once you have logged in, click on the "download" link that appears adjacent to the RFP's description.

For more information or to request to receive a copy of the RFP by mail, prospective proposers may contact the Revenue Division's Project Manager, Angel Williams, at (212) 360-3495, or at [Angel.Williams@parks.nyc.gov](mailto:Angel.Williams@parks.nyc.gov).

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, 830 5th Avenue, New York, NY 10065. Angel Williams (212) 360-3495; Fax: (917) 849-6627; [angel.williams@parks.nyc.gov](mailto:angel.williams@parks.nyc.gov)*

**a30-s13**

### REVENUE

#### ■ SOLICITATION

#### *Services (other than human services)*

#### **M5-F-R-2018 RENOVATION, OPERATION AND MAINTENANCE OF A WATERFRONT RESTAURANT AT THE BATTERY, MANHATTAN** - Request for Proposals - PIN#M5-F-R-2018 - Due 10-1-18 at 3:00 P.M.

In accordance with Section 1-13 of the Concession Rules of the City of New York, the New York City Department of Parks and Recreation ("Parks") is issuing, as of the date of this notice a significant Request for Proposals ("RFP") for the renovation, operation and maintenance of a waterfront restaurant, at The Battery, Manhattan.

There will be a recommended On-Site Proposer Meeting and Site Tour on Friday, September 7, 2018, at 11:00 A.M. A second On-Site Proposer Meeting and Site Tour will be offered on Tuesday, September 18, 2018, at 11:00 A.M. We will be meeting at the proposed concession site (Block #3 and Lot #1), which is located at, The Battery and is accessible via South Street or State Street and Water Street. We will meet in front of the concession's main entrance, at the northwest side of the building. If you are considering responding to this RFP, please make every effort to attend one of these recommended meetings and site tours. All proposals submitted in response to this RFP must be submitted no later than Monday, October 1, 2018, at 3:00 P.M.

Hard copies of the RFP can be obtained, at no cost, commencing on August 21, 2018 through October 1, 2018, between the hours of 9:00 A.M. and 5:00 P.M., excluding weekends and holidays, at the Revenue Division of the New York City Department of Parks and Recreation, which is located at, 830 Fifth Avenue, Room 407, New York, NY 10065.

The RFP is also available for download, on August 21, 2018 through October 1, 2018, on Parks' website. To download the RFP, visit <http://www.nyc.gov/parks/businessopportunities>, and click on the "Concessions Opportunities at Parks" link. Once you have logged in, click on the "download" link that appears adjacent to the RFP's description.

For more information or to request to receive a copy of the RFP by mail, prospective proposers may contact Jocelyn Lee, Project Manager, at (212) 360-3407, or at [jocelyn.lee@parks.nyc.gov](mailto:jocelyn.lee@parks.nyc.gov).

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 10065. Jocelyn Lee (212) 360-3407; [jocelyn.lee@parks.nyc.gov](mailto:jocelyn.lee@parks.nyc.gov)

a21-s4

**POLICE**

**CONTRACT ADMINISTRATION**

■ AWARD

Goods

**COMPUTER PERIPHERALS** - Innovative Procurement - Other - PIN#96220092 - AMT: \$40,396.50 - TO: Compulink Technologies Inc., 260 West 39th Street, Suite 302, New York, NY 10018-4434.

● **LICENSE RENEWAL** - Innovative Procurement - Other - PIN#96220085 - AMT: \$53,550.00 - TO: Derive Technologies LLC, 110 William Street, 14th Floor, New York, NY 10038.

MWBE MicroPurchase, via Innovative Procurement Award Method.

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Goods and Services

**LICENSE AND TENABLE QUICK START** - Innovative Procurement - Other - PIN#96220079 - AMT: \$58,830.02 - TO: SHI International Corp., 290 Davidson Avenue, Somerset, NJ 08873.

MWBE MicroPurchase, via Innovative Procurement Award Method.

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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 EMAIL 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.**



**ADMINISTRATION FOR CHILDREN'S SERVICES**

■ PUBLIC HEARINGS

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held, at the Administration for Children's Services of the City of New York, located at 150 William Street, 9th Floor, Room 9C1, Borough of Manhattan, on Friday September 14, 2018, commencing at 10:00 A.M. on the following:

**IN THE MATTER OF** a proposed Purchase Order contract between the Administration for Children's Services and Dirad Technologies Inc., located at 9 Corporate Drive, Clifton Park, NY, for the provision of IVR support and Maintenance. The award PIN is 19ACS093 for \$146,447.40. The term of the proposed contract will be from September 14, 2018 thru September 13, 2019.

The proposed contractor has been selected by means of the Innovative Procurement Method, pursuant to Section 3-12 of the Procurement Policy Board Rules.

A copy of the draft Purchase Order contract is available for public inspection, at the New York City Administration for Children's Services, Office of Procurement, 150 William Street, 9th Floor, Borough of Manhattan, from Tuesday, September 4, 2018 through Friday, September 14, 2018, between the hours of 10:00 A.M. and 4:00 P.M. To arrange a viewing of the draft contract, please contact Michael Joseph, Assistant Deputy Agency Chief Contracting Officer, at [Michael.Joseph@acs.nyc.gov](mailto:Michael.Joseph@acs.nyc.gov).

**IN THE MATTER OF** a proposed Purchase Order contract between the Administration for Children's Services and Asia Trading International, LLC., located at 390 NYE Avenue, Irvington, NJ 07111, for the provision of Uniforms for Youth Development Specialists. The award PIN is 19ACS139 for \$150,000. The term of the proposed contract will be from September 14, 2018 thru September 13, 2019.

The proposed contractor has been selected by means of the Innovative Procurement Method, pursuant to Section 3-12 of the Procurement Policy Board Rules.

A copy of the draft Purchase Order contract is available for public inspection, at the New York City Administration for Children's Services, Office of Procurement, 150 William Street, 9th Floor, Borough of Manhattan, from Tuesday, September 4, 2018 through Friday, September 14, 2018, between the hours of 10:00 A.M. and 4:00 P.M. To arrange a viewing of the draft contract, please contact Michael Joseph, Assistant Deputy Agency Chief Contracting Officer, at [Michael.Joseph@acs.nyc.gov](mailto:Michael.Joseph@acs.nyc.gov).



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# AGENCY RULES

## ADMINISTRATIVE TRIALS AND HEARINGS

### ■ NOTICE

#### Notice of Promulgation of Rule

**NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE** Office of Administrative Trials and Hearings (OATH) pursuant to New York City Charter Section 1049(4)(g) that OATH amends Sections 7-02, 7-03, and 7-05 of Chapter 7 of Title 48 of the Rules of the City of New York, concerning the community service program established by OATH pursuant to subdivision four of New York City Charter Section 1049, which was added by Local Law 73 of 2016.

The proposed rule was published in *The City Record* on July 18, 2018, and a public hearing was held on August 17, 2018. No one attended or testified at the public hearing concerning this rule and OATH did not receive any written comments.

#### Statement of Basis and Purpose of Rule

OATH amends Sections 7-02, 7-03, and 7-05 of Chapter 7 of Title 48 of the Rules of the City of New York concerning OATH's community service program, mandated by New York City Charter section 1049(4). These amendments reflect changes to the process by which a respondent may choose community service and request extensions to complete community service. These amendments also restructure the community service hour requirements.

OATH began offering community service to eligible respondents in June 2017 as part of the Criminal Justice Reform Act. The following amendments to Chapter 7 reflect changes in process that OATH will implement as part of its continued evaluation and review of the community service program:

- Clarifies that respondents do not have to choose community service during the hearing. If found in violation, eligible respondents will receive a decision that provides the option either to pay the monetary penalty or to complete community service. If an eligible respondent wants to complete community service, the respondent now must contact OATH's community service provider after the hearing. The prior process required the hearing officer to offer the community service before the hearing had concluded. The new process will allow respondents a greater opportunity to learn more about the community service program before making the decision to perform community service.
- Removes the deadline to request an extension to complete community service in order to give more flexibility to the community service provider in granting community service extensions.
- Restructures the community service hour requirements to lower the hour requirements for higher penalties while complying with the benchmark set forth in New York City Charter section 1049(4). This will enable a greater number of respondents to participate in the community service program.

New material is underlined.  
[Deleted material is in brackets.]

#### Section 1. Subdivisions (a) and (b) of Sections 7-02 of Chapter 7 of Title 48 of the Rules of the City of New York are amended to read as follows:

(a) Except as provided in Subdivision (c), a Respondent who admits the charge or is found responsible at a hearing for any Specified Violation can perform Community Service instead of paying a monetary civil penalty. The Specified Violations, monetary civil penalties, and corresponding Community Service hour requirements are found below:

Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement
Admin. Code § 10-125	Public Consumption of Alcohol	Up to \$25	1

Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement
56 RCNY § 1-05(f)(1)	Unauthorized consumption/possession of alcoholic beverage	\$25	1
56 RCNY § 1-05(f)(2)	Appearing in park under the influence of alcohol, endangering self or others	\$50	1
Admin. Code § 16-118(1)(a), (b)	Littering, Sweep-out, throw-out, spitting	1st - \$75 2nd - \$250 3rd - \$350	1st - 1 2nd - [3] 2 3rd - [6] 2
56 RCNY § 1-04(c)(1)	Littering or unlawful use of park waste receptacle	\$50	1
Admin. Code § 16-118(6)	Public Urination	1st - \$75 2nd - \$250 3rd - \$350	1st - 1 2nd - [3] 2 3rd - [6] 2
56 RCNY § 1-03(a)(3)	Unauthorized presence in park when closed to public	\$50	1
56 RCNY § 1-03(b)(6)	Failure to have/display/comply with required permit	\$50	1
56 RCNY § 1-03(c)(1)	Failure to comply with directives of police, park supervisor, lifeguard, peace officer	\$250	[3] 2
56 RCNY § 1-03(c)(2)	Failure to comply with directives of other Department employee	\$150	2
56 RCNY § 1-03(c)(3)	Failure to comply with directions/prohibitions on signs	\$50	1
56 RCNY § 1-04(a)(1)	Destruction or abuse of Department property that causes significant damage or expense	\$1,000	[12] 6
56 RCNY § 1-04(a)(2)	Injury, defacement, abuse, etc. of Department property	\$100	[2] 1
56 RCNY § 1-04(b)(1)(ii)	Defacement or writing upon a tree	\$200	[3] 2
56 RCNY § 1-04(b)(1)(iii)	Defacement, killing, etc. of vegetation.	\$200	[3] 2
56 RCNY § 1-04(b)(2)	Walking on/permitting animal or child to walk on newly seeded grass	\$50	1

Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement	Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement
56 RCNY § 1-04(b)(3)	Walking/permitting animal or child to walk in fenced area	\$50	1	56 RCNY § 1-04(l)(2)(ii)	Disorderly behavior – climbing statue or artwork in manner that could damage it	\$200	[3] 2
56 RCNY § 1-04(b)(4)	Unauthorized possession of gardening tool/plant	\$50	1	56 RCNY § 1-04(l)(3)	Disorderly behavior – fee evasion	\$50	1
56 RCNY § 1-04(b)(5)	Unauthorized use of metal detector	\$50	1	56 RCNY § 1-04(l)(4)	Disorderly behavior – gambling	\$50	1
56 RCNY § 1-04(c)(4)	Storing/leaving unattended personal belongings	\$50	1	56 RCNY § 1-04(l)(5)(i)	Disorderly behavior – render park road dangerous	\$100	[2] 1
56 RCNY § 1-04(d)	Possession of glass container	\$50	1	56 RCNY § 1-04(l)(5)(ii)	Disorderly behavior – render park dangerous	\$50	1
56 RCNY § 1-04(e)(1)	Aviation - bringing/landing aerial device in park, endangering person or property	\$500	[6] 3	56 RCNY § 1-04(l)(6)	Disorderly behavior – fighting/assault	\$150	2
56 RCNY § 1-04(f)(1)	Possession of a firearm/propellant/explosive etc.	\$500	[6] 3	56 RCNY § 1-04(l)(7)	Disorderly behavior – sexual activity	\$100	[2] 1
56 RCNY § 1-04(g)(1)	Harming animals, nests, or eggs; Possessing or distributing animals or eggs.	\$1,000	[12] 6	56 RCNY § 1-04(l)(8)	Disorderly behavior – endanger safety of others	\$250	[3] 2
56 RCNY § 1-04(g)(2)	Unauthorized feeding of animals	\$50	1	56 RCNY § 1-04(l)(9)	Disorderly behavior – operation of bike, motor vehicle, etc. that endangers safety of other person or property	\$500	[6] 3
56 RCNY § 1-04(h)(1)	Unleashed/uncontrolled animals in park	\$100	[2] 1	56 RCNY § 1-04(n)	Unlawful exposure	\$50	1
56 RCNY § 1-04(i)(1)	Unleashed/uncontrolled animals in park – second or subsequent violation within one year	\$250	[3] 2	56 RCNY § 1-04(o)	Obstruction of benches, sitting areas	\$50	1
56 RCNY § 1-04(j)(1), § 3-18(b)	Failure to remove canine waste	\$100	[2] 1	56 RCNY § 1-04(p)	Unlawful camping	\$250	[3] 2
56 RCNY § 1-04(j)(2)	Horse carriage without horse hamper/control for horse waste	\$100	[2] 1	56 RCNY § 1-04(q)	Spitting on park building/monument/structure	\$50	1
56 RCNY § 1-04(k)	Unlawful urination/defecation in park.	\$50	1	56 RCNY § 1-04(r)	Unauthorized use of fountain/pool/water for personal/animal hygiene	\$50	1
56 RCNY § 1-04(l)(1)	Disorderly behavior – unauthorized access/trespass	\$50	1	56 RCNY § 1-04(s)(1)	Unlawful commercial activity or speech	\$100	[2] 1
56 RCNY § 1-04(l)(2)(i)	Disorderly behavior – climbing	\$50	1	56 RCNY § 1-04(s)(2)	Soliciting money or property without permit	\$50	1
				56 RCNY § 1-05(a)(1)	Unpermitted event that significantly interferes with ordinary park use	\$500	[6] 3

Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement
56 RCNY § 1-05(a)(2)	Unpermitted special event/demonstration	\$250	[3] 2
56 RCNY § 1-05(a)(3)	Structure/stand/booth etc. without permit	\$250	[3] 2
56 RCNY § 1-05(b)	Unlawful vending	\$250	[3] 2
56 RCNY § 1-05(b)(1)	Unlawful vending – second or subsequent violation within one year	\$500	[6] 3
56 RCNY § 1-05(b)(2)	Unlawful vending of expressive matter in violation of Department rules	\$500	[6] 3
56 RCNY § 1-05(c)	Unlawful display of signs	\$50	1
56 RCNY § 1-05(d)(1)	Unreasonable noise	\$50	1
56 RCNY § 1-05(d)(2)	Operating sound reproduction device without required permit	\$140	[2] 1
56 RCNY § 1-05(d)(3)	Playing instrument/radio, etc. during unauthorized hours	\$140	[2] 1
56 RCNY § 1-05(g)	Failure to comply with beach/boardwalk/pool restrictions	\$50	1
56 RCNY § 1-05(h)	Failure to comply with fishing restrictions	\$50	1
56 RCNY § 1-05(i)	Failure to comply with bicycle riding and/or pedicab restrictions	\$50	1
56 RCNY § 1-05(i)(1)	Failure of pedicab or bike operator to comply with sign	\$150	2
56 RCNY § 1-05(k)(1)	Failure to comply with ice skating restrictions	\$50	1
56 RCNY § 1-05(k)(2)	Going upon a frozen lake or pond without authorization	\$50	1
56 RCNY § 1-05(l)	Planting tree/flower/shrubbery/other vegetation without written approval	\$50	1

Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement
56 RCNY § 1-05(m)(1)	Failure to comply with fire restrictions	\$50	1
56 RCNY § 1-05(m)(2)	Unlawful disposal of flammable materials	\$50	1
56 RCNY § 1-05(n)	Unauthorized driving/parking/automotive work	\$50	1
56 RCNY § 1-05(q)	Failure to comply with horse riding restrictions	\$50	1
56 RCNY § 1-05(r)(1)	Area use restrictions - sports in unauthorized area	\$50	1
56 RCNY § 1-05(r)(2)	Area use restrictions - unauthorized toy or model aviation, boating, automobiling, etc.	\$50	1
56 RCNY § 1-05(r)(3)(i)	Area use restrictions - unauthorized skating/skiing/skateboarding/sledding/etc. endangering person or property	\$200	[3] 2
56 RCNY § 1-05(r)(3)(ii)	Area use restrictions - unauthorized skating/skiing/skateboarding/sledding, etc.	\$50	1
56 RCNY § 1-05(s)(1)	Failure to comply with exclusive children playground restriction	\$50	1
56 RCNY § 1-05(s)(2)	Failure to comply with exclusive senior citizen area restrictions	\$50	1
56 RCNY § 1-05(s)(3)	Failure to comply with dog run restrictions	\$50	1
56 RCNY § 1-05(t)	Unauthorized distribution/demonstration of products	\$100	[2] 1
56 RCNY § 1-05(u)	Failure to comply with in-line skating restrictions	\$50	1

Citation in Summons	Description in Summons	Citation Monetary Penalty	Community Service Hour Requirement
Admin. Code § 24-218(a)	Causing or permitting unreasonable noise (7:00 A.M. to 10:00 P.M.)	1st - \$75 2nd - \$150 3rd - \$350	1st - 1 2nd - 2 3rd - [6] 3
	Causing or permitting unreasonable noise (10:00 P.M. to 7:00 A.M.)	1st - \$75 2nd - \$150 3rd - \$350	1st - 1 2nd - 2 3rd - [6] 3

(b) A Respondent is eligible for Community Service if the Respondent appears in person before a Hearing Officer and admits to a Specified Violation alleged in a summons, or if the Specified Violation is sustained at a hearing. Respondent need not opt for community service at the time of the hearing.

**§ 2. Subdivision (a) of Section 7-03 of Chapter 7 of Title 48 of the Rules of the City of New York is REPEALED, a new Subdivision (a) is added and Subdivision (b) of such section is amended to read as follows:**

(a) A Respondent eligible for Community Service as set forth in § 7-02 of this chapter will receive a Decision that gives Respondent the option either to complete Community Service by a specified date or to pay the applicable monetary civil penalty. If the Respondent wants to perform Community Service, the Respondent must contact the Community Service Provider to schedule Community Service.

(b) [Where a Respondent has chosen the option of Community Service pursuant to Subdivision (a), a Hearing Officer will issue a Decision that orders completion of the Community Service by a specified date and orders that the applicable monetary civil penalty be reinstated if Respondent fails to complete the Community Service by the specified date.] If the Respondent fails to complete the Community Service as set forth in §§ 7-04 and 7-05 of this chapter, the applicable monetary civil penalty will be reinstated. The monetary civil penalty will be due and owing thirty (30) days from the date of the Decision, or thirty-five (35) days if the Decision is mailed.

**§ 3. The opening paragraph of Subdivision (c) of Section 7-05 of Chapter 7 of Title 48 of the Rules of the City of New York is amended to read as follows:**

A Respondent may request an extension of time to complete the Community Service through the Community Service Provider [up to one day] prior to the deadline to complete the Community Service specified in the Decision.

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**OFFICE OF LABOR RELATIONS**  
 ■ NOTICE

**2010-2017 CLERICAL AGREEMENT**

**AGREEMENT** entered into this 20th day of August, 2018, by and between the **City of New York** and related public employers pursuant to and limited to their respective elections or statutory requirement to be covered by the New York City Collective Bargaining Law and their respective authorizations to the City to bargain on their behalf and the **New York City Health and Hospitals Corporation** (d/b/a NYC Health + Hospitals (“NYC H+H”)) (hereinafter referred to jointly as the “Employer”), and **District Council 37, AFSCME, AFLCIO** (hereinafter referred to as the “Union”), (hereinafter referred to as the “Union”), for the ninety (90) month and twenty three (23) day period from March 3, 2010 to September 25, 2017.

**WITNESSETH:**

**WHEREAS**, the parties hereto have entered into collective bargaining and desire to reduce the results thereof to writing,

**NOW, THEREFORE**, it is mutually agreed as follows:

**ARTICLE I - UNION RECOGNITION AND UNIT DESIGNATION**

**Section 1.**

The Employer recognizes the Union as the sole and exclusive collective bargaining representative for the bargaining unit set forth below, consisting of employees of the Employer, wherever employed, whether full-time, part-time per annum, hourly or per diem, in the below listed title(s), and in any successor title(s) that may be certified by the Board of Certification of the Office of Collective Bargaining to be part of the unit herein for which the Union is the exclusive collective bargaining representative and in any positions in Restored Rule X titles of the Classified Service the duties of which are or shall be equated by the City Personnel Director and the Director of the Budget for salary purposes to any of the below listed title(s):

<u>Title</u>	<u>Title Code Numbers</u>
Account Clerk	10105,09522
Administrative Assistant (Campaign Finance Board)	06603
Analyst (Campaign Finance Board)	06601
Associate Archivist	60223
Associate Public Records Officer	60217
Associate Reporter/Stenographer (DA)	10213
Associate Word Processor	05783,10303
Blueprinter	11110
Call Center Representative	10260
Cashier	10605,106050
Chief Law Stenographer	10221
Chief Office Assistant	10118
Clerical Aide	10250
Clerical Associate	10251,102510,10261050
Clerk	09527,10098,10106,13
Client Navigator	985510, 985520
Comptometer Operator	11305,K0287
Confidential Secretary (including Kings DA)	10204,12804
Correction Administrative Aide	70400
Customer Information Representative**	60888
Department Librarian	60210,602100
Department Principal Librarian ***	60265
Department Senior Librarian ***	60235,602350
Department Supervising Librarian ***	60260,602600
Department Library Aide	09532
Eligibility Specialist	10104
Enrollment Sales Representative Assistant	103610
Enrollment Sales Representative	103710,20,30
Enrollment Sales Representative (Medicare)	103810,20,30
Equipment Control Planner (Hospitals)	000780
Interpreter (including specialties)	01604,31010,13,17
Key Punch Operator	10907
Legal Secretarial Asst.	10229
Legal Secretary	01665
Maintenance Control Scheduler	039760

<u>Title</u>	<u>Title Code Numbers</u>
Medical Clerk	10108
Messenger	12005
Office Aide****	05702,05702A,10109,1010A,960010,20,30,40
Office Appliance Operator	11705
Office Assistant	10115,09679, 13295, 13577
Office Associate	05703,05703A,10112,960100
Office Machine Aide	05705,11702,960320
Paralegal Aide	30080,964010,20
Paralegal Aide Trainee	30076
Parking Meter Collector *	41110
Photographer Photostat Operator	90615
Police Administrative Aide	10144
Police Communications Technician	71012
Precinct Receptionist (Per Hour)	10140
Precinct Receptionist (Police Department)	05202
Process Server	30205
Public Records Aide	60215
Public Records Officer	60216
Reporter/Stenographer (DA)	10212
Secretary	10216,10252,102720,30,40,50
Secretary (CCRB)	10252,1025B,1025C
Senior Office Appliance Maintainer	90836
Senior Police Administrative Aide	10147
Senior Secretary	10220
Senior Stenographer	09536,10216,10915,11018
Senior Tabulator Operator	11033
Shop Clerk ****	05787,10132
Statistical Secretary (OMB)	05363
Stenographer/Secretary ****	05707,10206,960520
Stenographic/Secretarial Associate ****	05708,10211,960600
Supervising Parking Meter Collector	41112
Supervising Police Communications Technician	71013
Tabulator Operator	10910,11032
Technical Support Aide ****	05696,13610,960820,30
Telephone Operator	10805
Transcribing Typist	10308
Typist	09537,10305
Word Processor	05782,05782A,10302

- \* For present incumbents only.
- \*\* Title certified January 31, 2011
- \*\*\* Title deleted from City Classification April 27, 2011.
- \*\*\*\* Title deleted from City Classification April 21, 1996.

**Section 2.**

The terms "employee" and "employees" as used in this Agreement shall mean only those persons in the unit described in Section 1 of this Article.

**ARTICLE II - DUES CHECKOFF**

**Section 1.**

- a. The Union shall have the exclusive right to the checkoff and transmittal of dues on behalf of each employee in accordance with the Mayor's Executive Order No. 98, dated May 15, 1969, entitled

"Regulations Relating to the Checkoff of Union Dues" and in accordance with the Mayor's Executive Order No. 107, dated December 29, 1986, entitled "Procedures for Orderly Payroll Check-Off of Union Dues and Agency Shop Fees."

- b. Any employee may consent in writing to the authorization of the deduction of dues from the employee's wages and to the designation of the Union as the recipient thereof. Such consent, if given, shall be in a proper form acceptable to the City, which bears the signature of the employee.

**Section 2.**

The parties agree to an agency shop to the extent permitted by applicable law, as described in a supplemental agreement hereby incorporated by reference into this Agreement.

**ARTICLE III - SALARIES**

**Section 1.**

- a. This Article III is subject to the provisions, terms and conditions of the Alternative Career and Salary Pay Plan Regulations, dated March 15, 1967 as amended, except that the specific terms and conditions of this Article shall supersede any provisions of such Regulations inconsistent with this Agreement subject to the limitations of applicable provisions of law.
- b. Unless otherwise specified, all salary provisions of this Agreement, including minimum and maximum salaries, advancement or level increases, general increases, education differentials and any other salary adjustments, are based upon a normal work week of 35 hours. In accordance with Article IX, Section 24 of the 1995 - 2001 Citywide Agreement, an Employee who works on a full-time, per-diem basis shall receive their base salary (including salary increment schedules) and/or additions-to-gross payment in the same manner as a full-time, per-annum employee. An employee who works on a part-time per annum basis and who is eligible for any salary adjustments provided in this Agreement shall receive the appropriate pro-rata portion of such salary adjustment computed on the relationship between the number of hours regularly worked each week by such employee and the number of hours in the said normal work week, unless otherwise specified.
- c. Employees who work on a part-time per diem or hourly basis and who are eligible for any salary adjustment provided in this Agreement shall receive the appropriate pro-rata portion of such salary adjustment computed as follows, unless otherwise specified:  
 Per diem rate- 1/261 of the appropriate minimum basic salary.  
 Hourly Rate- 35 hour week basis - 1/1827 of the appropriate minimum basic salary.  
 40 hour week basis - 1/2088 of the appropriate minimum basic salary.
- d. The maximum salary for a title shall not constitute a bar to the payment of any salary adjustment or pay differentials provided for in this Agreement but the said increase above the maximum shall not be deemed a promotion.

**Section 2.**

Employees in the following titles shall be subject to the following specified salaries, salary adjustments, and/or salary ranges:

	a. <b>Effective March 3, 2010</b>		
	(1) <u>Hiring Rate @</u>	(2) <u>Incumbent Rate</u>	ii. <u>Maximum</u>
Account Clerk	\$25,695	\$29,548	\$36,391
Administrative Assistant(CFB)			
Level I	\$23,778	\$27,345	\$47,552
Level II	\$29,255	\$33,643	\$61,776
Analyst (Campaign Finance Board) Level I	\$25,315	\$29,112	\$50,701
Associate Archivist <sup>2</sup>	\$45,966	\$52,861	\$70,106
Associate Public Records Officer			
Level I	\$45,966	\$52,861	\$70,106
Level II	\$51,828	\$59,602	\$74,082
Associate Reporter/Stenographer (DA) ****			
Level I	\$43,795	\$50,364	\$66,004
Level II	\$55,788	\$64,156	\$70,821
Associate Word Processor <sup>3</sup>	\$33,740	\$38,801	\$52,966
Blueprinter	\$25,694	\$29,548	\$36,391
Call Center Representative	\$29,580	\$34,017	\$50,850

**a. Effective March 3, 2010**

i. Minimum <sup>1</sup>  
 (1) Hiring Rate @ (2) Incumbent Rate ii. Maximum

Cashier			
Level I	\$30,683	\$35,285	\$46,566
Level II	\$33,740	\$38,801	\$52,966
Chief Law Stenographer	\$41,137	\$47,308	\$62,943
Chief Office Assistant	\$30,683	\$35,285	\$46,566
Clerical Aide <sup>4</sup>	\$24,859	\$28,588	\$34,624
Clerical Associate			
Level Ia <sup>5</sup>	\$24,859	\$28,588	\$34,624
Level Ib <sup>6</sup>	\$25,694	\$29,548	\$40,274
Level II	\$27,697	\$31,852	\$41,263
Level III	\$30,683	\$35,285	\$49,707
Level IV <sup>7</sup>	\$33,740	\$38,801	\$52,966
Level IVa (HHC ONLY)	N/A	\$41,517	\$56,672
Clerk	\$24,859	\$28,588	\$34,624
Client Navigator			
Level I	\$33,064	\$38,024	\$71,601
Level II	\$35,071	\$40,332	\$76,785
Comptometer Operator	\$24,859	\$28,588	\$34,624
Confidential Secretary (incl. Kings DA)	\$31,450	\$36,168	\$46,566
Correction Administrative Aide	\$30,683	\$35,285	\$46,566
Customer Information Representative			
Level I	\$31,544	\$34,017	\$50,850
Level II	\$43,287	\$46,681	\$65,805
Level III	\$56,848	\$61,305	\$87,289
Department Librarian			
Level I	\$36,958	\$42,502	\$52,306
Level II	\$40,216	\$46,248	\$59,206
Level III	\$46,097	\$53,011	\$67,412
Level IV	\$51,828	\$59,602	\$74,082
Department Library Aide	\$24,859	\$28,588	\$34,624
Department Senior Librarian	\$40,216	\$46,248	\$59,206
Department Supervising Librarian	\$46,097	\$53,011	\$67,412
Eligibility Specialist			
Level I	\$30,683	\$35,285	\$46,566
Level II	\$31,828	\$36,602	\$48,096
Level III	\$33,779	\$38,846	\$50,074
Enrollment Sales Representative Assistant	\$32,714	\$35,279	\$66,980
Enrollment Sales Representative *****			
Level I	\$35,400	\$38,175	\$71,884
Level II	\$37,550	\$40,491	\$77,588
Level III	\$39,157	\$42,227	\$80,871
Enrollment Sales Representative (Medicare)			
Level I	\$43,264	\$49,754	\$75,712
Level II	\$47,590	\$54,729	\$86,528
Level III	\$51,917	\$59,704	\$97,344
Equipment Control Planner (Hospitals)	\$30,683	\$35,285	\$46,566
Interpreter (incl. spec.)	\$39,266	\$45,156	\$63,024
Key Punch Operator			
Legal Secretarial Asst. Level I	\$32,311	\$37,158	Flat Rate
Legal Secretary	\$34,450	\$36,168	\$46,566
Maintenance Control Scheduler	\$30,683	\$35,285	\$46,566
Medical Clerk	\$25,694	\$29,548	\$36,391
Messenger	\$24,859	\$28,588	\$34,624
Office Aide (Typing)			
Level I <sup>3 &amp; 8</sup>	\$24,859	\$28,588	\$34,624
Level II <sup>3</sup>	\$25,694	\$29,548	\$40,274
Level III <sup>3</sup>	\$27,697	\$31,852	\$41,263

**a. Effective March 3, 2010**

i. Minimum <sup>1</sup>  
 (1) Hiring Rate @ (2) Incumbent Rate ii. Maximum

Office Appliance Operator	\$24,859	\$28,588	\$34,624
Office Assistant	\$24,859	\$28,588	\$34,624
Office Associate <sup>3</sup>	\$30,683	\$35,285	\$46,566
Office Machine Aide			
Level I <sup>9</sup>	\$24,859	\$28,588	\$34,624
Level II	\$27,697	\$31,852	\$40,274
Paralegal Aide			
Level I	\$31,712	\$36,469	\$43,092
Level II	\$36,423	\$41,886	\$50,967
Paralegal Aide Trainee *****	\$26,830	\$30,855	\$35,085
Parking Meter Collector <sup>2</sup>	\$28,384	\$32,642	\$41,263
Photographer & Photostat Operator	\$29,530	\$33,960	\$42,262
Police Administrative Aide	\$30,683	\$35,285	\$46,566
Police Communications Technician			
Less than one year of service	\$33,162	\$38,136	
One year of service	\$34,263	\$39,402	
Two years of service		\$41,940	
Three years of service - have refused to be trained to perform the radio dispatching		\$41,940	
Three years of service - not radio trained, but have not refused to be trained	\$37,571	\$43,207	
Three years of service - trained to perform the radio dispatching	\$39,043	\$44,899	
Precinct Receptionist (Per Hour)			
hired after 6/30/86	\$12.23	\$14.06	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.15	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.31	Hourly Rate
hired before 7/1/84		\$14.51	Hourly Rate
Precinct Receptionist (Police Dept.)			
hired after 6/30/86	\$12.23	\$14.06	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.15	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.31	Hourly Rate
hired before 7/1/84		\$14.51	Hourly Rate
Process Server	\$24,859	\$28,588	\$34,624
Public Records Aide	\$28,855	\$33,183	\$44,182
Public Records Officer	\$37,176	\$42,752	\$53,415
Reporter/Stenographer (DA)			
Level I	\$34,303	\$39,449	\$55,827
Level IA ##	\$43,795	\$50,364	\$66,004
Level II	\$55,788	\$64,156	\$70,821
Secretary	\$28,384	\$32,642	\$41,263
Secretary ###			
Level Ia <sup>5 &amp; 10</sup>	\$24,859	\$28,588	\$34,624
Level Ib <sup>6 &amp; 11</sup>	\$25,694	\$29,548	\$40,274
Level IIa	\$27,697	\$31,852	\$41,263
Level IIb	\$28,384	\$32,642	\$41,263
Level IIIa	\$30,683	\$35,285	\$49,707
Level IIIb <sup>12</sup>	\$31,450	\$36,168	\$49,707
Level IV	\$33,740	\$38,801	\$52,966
Secretary (CCRB)			
AL I	\$30,683	\$35,285	\$46,566

**a. Effective March 3, 2010**

	i. Minimum <sup>1</sup>		ii. Maximum
	(1) Hiring Rate @	(2) Incumbent Rate	
AL II	\$37,038	\$42,594	\$46,566
Senior Office Appliance Maintainer	\$30,683	\$35,285	\$46,566
Senior Police Administrative Aide	\$37,038	\$42,594	\$48,138
Senior Secretary	\$30,683	\$35,285	\$46,566
Senior Stenographer (incl. JOP)	\$28,384	\$32,642	\$41,263
Senior Tabulator Operator	\$28,384	\$32,642	\$41,263
Shop Clerk <sup>3</sup>	\$30,683	\$35,285	\$46,566
Statistical Secretary (OMB)			
Level I	\$25,743	\$29,604	\$53,664
Level II	\$34,969	\$40,214	\$75,103
Stenographer/Secretary			
Level I <sup>3 &amp; 9</sup>	\$25,694	\$29,548	\$36,391
Level II <sup>3</sup>	\$28,384	\$32,642	\$41,263
Level III <sup>3 &amp; 13</sup>	\$30,683	\$35,285	\$49,707
Stenographic/Secretarial Associate			
Level I <sup>3</sup>	\$31,450	\$36,168	\$46,566
Level II <sup>3 &amp; 13</sup>	\$33,740	\$38,801	\$52,966
Supervising Parking Meter Collector	\$30,683	\$35,285	\$46,566
Sprvsg Police Communications Tech.			
Less than one year of service <sup>1</sup>	\$44,100	\$50,715	
One year of service <sup>1</sup>	\$46,157	\$53,080	
Two years of service		\$55,463	
Three years or more of service		\$57,830	
Tabulator Operator	\$25,694	\$29,548	\$36,391
Technical Support Aide			
Level Ia <sup>3 &amp; 14</sup>	\$25,694	\$29,548	\$36,391
Level Ib <sup>3</sup>	\$27,697	\$31,852	\$41,263
Level II <sup>3</sup>	\$30,683	\$35,285	\$49,707
Level III <sup>3</sup>	\$33,740	\$38,801	\$52,966
Telephone Operator			
Transcribing Typist	\$25,694	\$29,548	\$36,391
Typist			
Word Processor			
Level I <sup>2 &amp; 15</sup>	\$25,694	\$29,548	\$36,391
Level II <sup>2 &amp; 16</sup>	\$27,697	\$31,852	\$41,263
Level III <sup>3</sup>	\$30,683	\$35,285	\$49,707

**b. Effective September 3, 2011**

	i. Minimum <sup>1</sup>		Maximum
	(1) Hiring Rate @	(2) Incumbent Rate	
Account Clerk	\$25,950	\$29,843	\$36,755
Administrative Assistant(CFB)			
Level I	\$24,016	\$27,618	\$48,028
Level II	\$29,547	\$33,979	\$62,394
Analyst (Campaign Finance Board) Level I	\$25,568	\$29,403	\$51,208
Associate Archivist <sup>2</sup>	\$46,426	\$53,390	\$70,807
Associate Public Records Officer			
Level I	\$46,426	\$53,390	\$70,807
Level II	\$52,346	\$60,198	\$74,823
Associate Reporter/ Stenographer (DA) *****			
Level I	\$44,233	\$50,868	\$66,664
Level II	\$56,346	\$64,798	\$71,529
Associate Word Processor <sup>3</sup>	\$34,077	\$39,189	\$53,496
Blueprinter	\$25,950	\$29,843	\$36,755

**b. Effective September 3, 2011**

	i. Minimum <sup>1</sup>		Maximum
	(1) Hiring Rate @	(2) Incumbent Rate	
Call Center Representative	\$29,876	\$34,357	\$51,359
After 1 yr of service	\$33,089	\$34,357	\$51,359
Cashier			
Level I	\$30,990	\$35,638	\$47,032
Level II	\$34,077	\$39,189	\$53,496
Chief Law Stenographer	\$41,549	\$47,781	\$63,572
Chief Office Assistant	\$30,990	\$35,638	\$47,032
Clerical Aide <sup>4</sup>	\$25,108	\$28,874	\$34,970
Clerical Associate			
Level Ia <sup>5</sup>	\$25,108	\$28,874	\$34,970
Level Ib <sup>6</sup>	\$25,950	\$29,843	\$40,677
Level II	\$27,975	\$32,171	\$41,676
Level III	\$30,990	\$35,638	\$50,204
Level IV <sup>7</sup>	\$34,077	\$39,189	\$53,496
Level IVa (HHC ONLY)	N/A	\$41,932	\$57,239
Clerk	\$25,108	\$28,874	\$34,970
Client Navigator			
Level I	\$33,395	\$38,404	\$72,317
Level II	\$35,422	\$40,735	\$77,553
Comptometer Operator	\$25,108	\$28,874	\$34,970
Confidential Secretary (incl. Kings DA)	\$31,765	\$36,530	\$47,032
Correction Administrative Aide	\$30,990	\$35,638	\$47,032
Customer Information Representative			
Level I	\$31,859	\$34,357	\$51,359
Level II	\$43,720	\$47,148	\$66,463
Level III	\$57,416	\$61,918	\$88,162
Department Librarian			
Level I	\$37,328	\$42,927	\$52,829
Level II	\$40,617	\$46,710	\$59,798
Level III	\$46,557	\$53,541	\$68,086
Level IV	\$52,346	\$60,198	\$74,823
Department Library Aide	\$25,108	\$28,874	\$34,970
Department Senior Librarian	\$40,617	\$46,710	\$59,798
Department Supervising Librarian	\$46,557	\$53,541	\$68,086
Eligibility Specialist			
Level I	\$30,990	\$35,638	\$47,032
Level II	\$32,146	\$36,968	\$48,577
Level III	\$34,117	\$39,234	\$50,575
Enrollment Sales Representative Assistant	\$32,713	\$35,279	\$66,980
Enrollment Sales Representative *****			
Level I	\$33,528	\$38,557	\$72,603
Level II	\$35,562	\$40,896	\$78,364
Level III	\$37,086	\$42,649	\$81,680
Enrollment Sales Representative (Medicare)			
Level I	\$43,697	\$50,252	\$76,469
Level II	\$48,066	\$55,276	\$87,393
Level III	\$52,436	\$60,301	\$98,317
Equipment Control Planner (Hospitals)	\$30,990	\$35,638	\$47,032
Interpreter (incl. spec.)	\$39,659	\$45,608	\$63,654
Key Punch Operator			
Legal Secretarial Asst. Level I	\$32,635	\$37,530	Flat Rate
Legal Secretary	\$31,765	\$36,530	\$47,032
Maintenance Control Scheduler	\$30,990	\$35,638	\$47,032
Medical Clerk	\$25,950	\$29,843	\$36,755
Messenger	\$25,108	\$28,874	\$34,970
Office Aide (Typing)			

**b. Effective September 3, 2011** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level I <sup>3 &amp; 8</sup>	\$25,108	\$28,874	\$34,970
Level II <sup>3</sup>	\$25,950	\$29,843	\$40,677
Level III <sup>3</sup>	\$27,975	\$32,171	\$41,676
Office Appliance Operator	\$25,108	\$28,874	\$34,970
Office Assistant	\$25,108	\$28,874	\$34,970
Office Associate <sup>3</sup>	\$30,990	\$35,638	\$47,032
Office Machine Aide			
Level I <sup>9</sup>	\$25,108	\$28,874	\$34,970
Level II	\$27,975	\$32,171	\$40,677
Paralegal Aide			
Level I	\$32,030	\$36,834	\$43,523
Level II	\$36,787	\$42,305	\$51,477
Paralegal Aide Trainee *****	\$27,099	\$31,164	\$35,436
Parking Meter Collector <sup>2</sup>	\$28,668	\$32,968	\$41,676
Photographer & Photostat Operator	\$29,826	\$34,300	\$42,685
Police Administrative Aide	\$30,990	\$35,638	\$47,032
Police Communications Technician			
Less than one year of service	\$33,493	\$38,517	
One year of service	\$34,605	\$39,796	
Two years of service		\$42,359	
Three years of service - have refused to be trained to perform the radio dispatching		\$42,359	
Three years of service - not radio trained, but have not refused to be trained	\$37,947	\$43,639	
Three years of service - trained to perform the radio dispatching	\$39,433	\$45,348	
Precinct Receptionist (Per Hour)			
hired after 6/30/86	\$12.35	\$14.20	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.29	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.45	Hourly Rate
hired before 7/1/84		\$14.66	Hourly Rate
Precinct Receptionist (Police Dept.)			
hired after 6/30/86	\$12.35	\$14.20	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.29	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.45	Hourly Rate
hired before 7/1/84		\$14.66	Hourly Rate
Process Server	\$25,108	\$28,874	\$34,970
Public Records Aide	\$29,143	\$33,515	\$44,624
Public Records Officer	\$37,548	\$43,180	\$53,949
Reporter/Stenographer (DA)			
Level I	\$34,646	\$39,843	\$56,385
Level IA ##	\$44,233	\$50,868	\$66,664
Level II	\$56,346	\$64,798	\$71,529
Secretary	\$28,668	\$32,968	\$41,676
Secretary ###			
Level Ia <sup>5 &amp; 10</sup>	\$25,108	\$28,874	\$34,970
Level Ib <sup>6 &amp; 11</sup>	\$25,950	\$29,843	\$40,677
Level IIa	\$27,975	\$32,171	\$41,676
Level IIb	\$28,668	\$32,968	\$41,676
Level IIIa	\$30,990	\$35,638	\$50,204
Level IIIb <sup>12</sup>	\$31,765	\$36,530	\$50,204

**b. Effective September 3, 2011** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level IV	\$34,077	\$39,189	\$53,496
Secretary (CCRB)			
AL I	\$30,990	\$35,638	\$47,032
AL II	\$37,409	\$43,020	\$47,032
Senior Office Appliance Maintainer	\$30,990	\$35,638	\$47,032
Senior Police Administrative Aide	\$37,409	\$43,020	\$48,619
Senior Secretary	\$30,990	\$35,638	\$47,032
Senior Stenographer (incl. JOP)	\$28,668	\$32,968	\$41,676
Senior Tabulator Operator	\$28,668	\$32,968	\$41,676
Shop Clerk <sup>3</sup>	\$30,990	\$35,638	\$47,032
Statistical Secretary (OMB)			
Level I	\$26,000	\$29,900	\$54,201
Level II	\$35,318	\$40,616	\$75,854
Stenographer/Secretary			
Level I <sup>3 &amp; 9</sup>	\$25,950	\$29,843	\$36,755
Level II <sup>3</sup>	\$28,668	\$32,968	\$41,676
Level III <sup>3 &amp; 13</sup>	\$30,990	\$35,638	\$50,204
Stenographic/Secretarial Associate			
Level I <sup>3</sup>	\$31,765	\$36,530	\$47,032
Level II <sup>3 &amp; 13</sup>	\$34,077	\$39,189	\$53,496
Supervising Parking Meter Collector	\$30,990	\$35,638	\$47,032
Sprvsg Police Communications Tech.			
Less than one year of service <sup>1</sup>	\$44,541	\$51,222	
One year of service <sup>1</sup>	\$46,618	\$53,611	
Two years of service		\$56,018	
Three years or more of service		\$58,408	
Tabulator Operator	\$25,950	\$29,843	\$36,755
Technical Support Aide			
Level Ia <sup>3 &amp; 14</sup>	\$25,950	\$29,843	\$36,755
Level Ib <sup>3</sup>	\$27,975	\$32,171	\$41,676
Level II <sup>3</sup>	\$30,990	\$35,638	\$50,204
Level III <sup>3</sup>	\$34,077	\$39,189	\$53,496
Telephone Operator			
Transcribing Typist	\$25,950	\$29,843	\$36,755
Typist			
Word Processor			
Level I <sup>2 &amp; 15</sup>	\$25,950	\$29,843	\$36,755
Level II <sup>2 &amp; 16</sup>	\$27,975	\$32,171	\$41,676
Level III <sup>3</sup>	\$30,990	\$35,638	\$50,204

**c. Effective September 3, 2012** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Account Clerk	\$26,210	\$30,141	\$37,123
Administrative Assistant(CFB)			
Level I	\$24,256	\$27,894	\$48,508
Level II	\$29,843	\$34,319	\$63,018
Analyst (Campaign Finance Board) Level I	\$25,823	\$29,697	\$51,720
Associate Archivist <sup>2</sup>	\$46,890	\$53,924	\$71,515
Associate Public Records Officer			
Level I	\$46,890	\$53,924	\$71,515
Level II	\$52,870	\$60,800	\$75,571
Associate Reporter/Stenographer (DA) *****			

**c. Effective September 3, 2012**      i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level I	\$44,676	\$51,377	\$67,331
Level II	\$56,910	\$65,446	\$72,244
Associate Word Processor <sup>3</sup>	\$34,418	\$39,581	\$54,031
Blueprinter	\$26,210	\$30,141	\$37,123
Call Center Representative	\$30,175	\$34,701	\$51,873
After 1 yr of service	\$33,420		\$51,873
Cashier			
Level I	\$31,299	\$35,994	\$47,502
Level II	\$34,418	\$39,581	\$54,031
Chief Law Stenographer	\$41,964	\$48,259	\$64,208
Chief Office Assistant	\$31,299	\$35,994	\$47,502
Clerical Aide <sup>4</sup>	\$25,359	\$29,163	\$35,320
Clerical Associate			
Level Ia <sup>5</sup>	\$25,359	\$29,163	\$35,320
Level Ib <sup>6</sup>	\$26,210	\$30,141	\$41,084
Level II	\$28,255	\$32,493	\$42,093
Level III	\$31,299	\$35,994	\$50,706
Level IV <sup>7</sup>	\$34,418	\$39,581	\$54,031
Level IVa (HHC ONLY)	N/A	\$42,351	\$57,811
Clerk	\$25,359	\$29,163	\$35,320
Client Navigator			
Level I	\$33,729	\$38,788	\$73,040
Level II	\$35,776	\$41,142	\$78,329
Comptometer Operator	\$25,359	\$29,163	\$35,320
Confidential Secretary (incl. Kings DA)	\$32,083	\$36,895	\$47,502
Correction Administrative Aide	\$31,299	\$35,994	\$47,502
Customer Information Representative			
Level I	\$32,178	\$34,701	\$51,873
Level II	\$44,157	\$47,619	\$67,128
Level III	\$57,990	\$62,537	\$89,044
Department Librarian			
Level I	\$37,701	\$43,356	\$53,357
Level II	\$41,023	\$47,177	\$60,396
Level III	\$47,023	\$54,076	\$68,767
Level IV	\$52,870	\$60,800	\$75,571
Department Library Aide	\$25,359	\$29,163	\$35,320
Department Senior Librarian	\$41,023	\$47,177	\$60,396
Department Supervising Librarian	\$47,023	\$54,076	\$68,767
Eligibility Specialist			
Level I	\$31,299	\$35,994	\$47,502
Level II	\$32,468	\$37,338	\$49,063
Level III	\$34,457	\$39,626	\$51,081
Enrollment Sales Representative Assistant	\$31,294	\$35,988	\$68,327
Enrollment Sales Representative *****			
Level I	\$33,863	\$38,943	\$73,329
Level II	\$35,917	\$41,305	\$79,148
Level III	\$37,457	\$43,075	\$82,497
Enrollment Sales Representative (Medicare)			
Level I	\$44,135	\$50,755	\$77,234
Level II	\$48,547	\$55,829	\$88,267
Level III	\$52,960	\$60,904	\$99,300
Equipment Control Planner (Hospitals)	\$31,299	\$35,994	\$47,502
Interpreter (incl. spec.)	\$40,056	\$46,064	\$64,291
Key Punch Operator			
Legal Secretarial Asst.			
Level I	\$32,961	\$37,905	Flat Rate
Legal Secretary	\$32,083	\$36,895	\$47,502
Maintenance Control Scheduler	\$31,299	\$35,994	\$47,502

**c. Effective September 3, 2012**      i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Medical Clerk	\$26,210	\$30,141	\$37,123
Messenger	\$25,359	\$29,163	\$35,320
Office Aide (Typing)			
Level I <sup>3&amp;8</sup>	\$25,359	\$29,163	\$35,320
Level II <sup>3</sup>	\$26,210	\$30,141	\$41,084
Level III <sup>3</sup>	\$28,255	\$32,493	\$42,093
Office Appliance Operator	\$25,108	\$28,874	\$34,970
Office Assistant	\$25,359	\$29,163	\$35,320
Office Associate <sup>3</sup>	\$31,299	\$35,994	\$47,502
Office Machine Aide	\$25,359	\$29,163	\$35,320
Level I <sup>9</sup>	\$25,359	\$29,163	\$35,320
Level II	\$28,255	\$32,493	\$41,084
Paralegal Aide			
Level I	\$32,350	\$37,202	\$43,958
Level II	\$37,155	\$42,728	\$51,992
Paralegal Aide Trainee *****	\$27,370	\$31,476	\$35,790
Parking Meter Collector <sup>2</sup>	\$28,955	\$33,298	\$42,093
Photographer & Photostat Operator	\$30,124	\$34,643	\$43,112
Police Administrative Aide	\$31,299	\$35,994	\$47,502
Police Communications Technician			
Less than one year of service	\$33,828	\$38,902	
One year of service	\$34,951	\$40,194	
Two years of service		\$42,783	
Three years of service have refused to be trained to perform the radio dispatching		\$42,783	
Three years of service not radio trained, but have not refused to be trained	\$38,326	\$44,075	
Three years of service trained to perform the radio dispatching	\$39,827	\$45,801	
Precinct Receptionist (Per Hour)			
hired after 6/30/86	\$12.47	\$14.34	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.43	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.59	Hourly Rate
hired before 7/1/84		\$14.81	Hourly Rate
Precinct Receptionist (Police Dept.)			
hired after 6/30/86	\$12.47	\$14.34	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.43	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.59	Hourly Rate
hired before 7/1/84		\$14.81	Hourly Rate
Process Server	\$25,359	\$29,163	\$35,320
Public Records Aide	\$29,435	\$33,850	\$45,070
Public Records Officer	\$37,923	\$43,612	\$54,488
Reporter/Stenographer (DA)			
Level I	\$34,992	\$40,241	\$56,949
Level IA ##	\$44,676	\$51,377	\$67,331
Level II	\$56,910	\$65,446	\$72,244
Secretary	\$28,955	\$33,298	\$42,093
Secretary ###			
Level Ia <sup>5 &amp; 10</sup>	\$25,359	\$29,163	\$35,320
Level Ib <sup>6 &amp; 11</sup>	\$26,210	\$30,141	\$41,084
Level IIa	\$28,255	\$32,493	\$42,093
Level IIb	\$28,955	\$33,298	\$42,093

**c. Effective September 3, 2012** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level IIIa	\$31,299	\$35,994	\$50,706
Level IIIb <sup>12</sup>	\$32,083	\$36,895	\$50,706
Level IV	\$34,418	\$39,581	\$54,031
Secretary (CCRB)			
AL I	\$31,299	\$35,994	\$47,502
AL II	\$37,783	\$43,450	\$47,502
Senior Office Appliance Maintainer	\$31,299	\$35,994	\$47,502
Senior Police Administrative Aide	\$37,783	\$43,450	\$49,105
Senior Secretary	\$31,299	\$35,994	\$47,502
Senior Stenographer (incl. JOP)	\$28,955	\$33,298	\$42,093
Senior Tabulator Operator	\$28,955	\$33,298	\$42,093
Shop Clerk <sup>3</sup>	\$31,299	\$35,994	\$47,502
Statistical Secretary (OMB)			
Level I	\$26,260	\$30,199	\$54,743
Level II	\$35,671	\$41,022	\$76,613
Stenographer/Secretary			
Level I <sup>3 &amp; 9</sup>	\$26,210	\$30,141	\$37,123
Level II <sup>3</sup>	\$28,955	\$33,298	\$42,093
Level III <sup>3 &amp; 13</sup>	\$31,299	\$35,994	\$50,706
Stenographic/Secretarial Associate			
Level I <sup>3</sup>	\$32,083	\$36,895	\$47,502
Level II <sup>3 &amp; 13</sup>	\$34,418	\$39,581	\$54,031
Supervising Parking Meter Collector	\$31,299	\$35,994	\$47,502
Sprvsg Police Communications Tech.			
Less than one year of service <sup>1</sup>	\$44,986	\$51,734	
One year of service <sup>1</sup>	\$47,084	\$54,147	
Two years of service		\$56,578	
Three years or more of service		\$58,992	
Tabulator Operator	\$26,210	\$30,141	\$37,123
Technical Support Aide			
Level Ia <sup>3 &amp; 14</sup>	\$26,210	\$30,141	\$37,123
Level Ib <sup>3</sup>	\$28,255	\$32,493	\$42,093
Level II <sup>3</sup>	\$31,299	\$35,994	\$50,706
Level III <sup>3</sup>	\$34,418	\$39,581	\$54,031
Telephone Operator			
Transcribing Typist	\$26,210	\$30,141	\$37,123
Typist			
Word Processor			
Level I <sup>2 &amp; 15</sup>	\$26,210	\$30,141	\$37,123
Level II <sup>2 &amp; 16</sup>	\$28,255	\$32,493	\$42,093
Level III <sup>3</sup>	\$31,299	\$35,994	\$50,706

**d. Effective September 3, 2013** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Account Clerk	\$26,471	\$30,442	\$37,494
Administrative Assistant(CFB)			
Level I	\$24,498	\$28,173	\$48,993
Level II	\$30,141	\$34,662	\$63,648
Analyst (Campaign Finance Board) Level I	\$26,082	\$29,994	\$52,237
Associate Archivist <sup>2</sup>	\$47,359	\$54,463	\$72,230
Associate Public Records Officer			

**d. Effective September 3, 2013** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level I	\$47,359	\$54,463	\$72,230
Level II	\$53,398	\$61,408	\$76,327
Associate Reporter/Stenographer (DA) ****			
Level I	\$45,123	\$51,891	\$68,004
Level II	\$57,478	\$66,100	\$72,966
Associate Word Processor <sup>3</sup>	\$34,763	\$39,977	\$54,571
Blueprinter	\$26,471	\$30,442	\$37,494
Call Center Representative	\$30,477	\$35,048	\$52,392
After 1 yr of service	\$33,754	\$35,048	\$52,392
Cashier			
Level I	\$31,612	\$36,354	\$47,977
Level II	\$34,763	\$39,977	\$54,571
Chief Law Stenographer	\$42,384	\$48,742	\$64,850
Chief Office Assistant	\$31,612	\$36,354	\$47,977
Clerical Aide <sup>4</sup>	\$25,613	\$29,455	\$35,673
Clerical Associate			
Level Ia <sup>5</sup>	\$25,613	\$29,455	\$35,673
Level Ib <sup>6</sup>	\$26,471	\$30,442	\$41,495
Level II	\$28,537	\$32,818	\$42,514
Level III	\$31,612	\$36,354	\$51,213
Level IV <sup>7</sup>	\$34,763	\$39,977	\$54,571
Level IVa (HHC ONLY)	N/A	\$42,775	\$58,389
Clerk	\$25,613	\$29,455	\$35,673
Client Navigator			
Level I	\$34,066	\$39,176	\$73,770
Level II	\$36,133	\$41,553	\$79,112
Comptometer Operator	\$25,613	\$29,455	\$35,673
Confidential Secretary (incl. Kings DA)	\$32,403	\$37,264	\$47,977
Correction Administrative Aide	\$31,612	\$36,354	\$47,977
Customer Information Representative			
Level I	\$32,500	\$35,048	\$52,392
Level II	\$44,599	\$48,095	\$67,799
Level III	\$58,570	\$63,162	\$89,934
Department Librarian			
Level I	\$38,078	\$43,790	\$53,891
Level II	\$41,434	\$47,649	\$61,000
Level III	\$47,493	\$54,617	\$69,455
Level IV	\$53,398	\$61,408	\$76,327
Department Library Aide	\$25,613	\$29,455	\$35,673
Department Senior Librarian	\$41,434	\$47,649	\$61,000
Department Supervising Librarian	\$47,493	\$54,617	\$69,455
Eligibility Specialist			
Level I	\$31,612	\$36,354	\$47,977

	d. Effective September 3, 2013			i. Minimum <sup>1</sup>
	(1) Hiring Rate @	(2) Incumbent Rate	Maximum	
Level II	\$32,792	\$37,711	\$49,554	
Level III	\$34,802	\$40,022	\$51,592	
Enrollment Sales Representative Assistant	\$31,607	\$36,354	\$47,977	
Enrollment Sales Representative *****				
Level I	\$34,202	\$39,332	\$74,062	
Level II	\$36,277	\$41,718	\$79,939	
Level III	\$37,831	\$43,506	\$83,322	
Enrollment Sales Representative (Medicare)				
Level I	\$44,577	\$51,263	\$78,006	
Level II	\$49,032	\$56,387	\$89,150	
Level III	\$53,490	\$61,513	\$100,293	
Equipment Control Planner (Hospitals)	\$31,612	\$36,354	\$47,977	
Interpreter (incl. spec.)	\$40,457	\$46,525	\$64,934	
Key Punch Operator				
Legal Secretarial Asst. Level I	\$33,290	\$38,284	Flat Rate	
Legal Secretary	\$32,403	\$37,264	\$47,977	
Maintenance Control Scheduler	\$31,612	\$36,354	\$47,977	
Medical Clerk	\$26,471	\$30,442	\$37,494	
Messenger	\$25,613	\$29,455	\$35,673	
Office Aide (Typing)				
Level I <sup>3 &amp; 8</sup>	\$25,613	\$29,455	\$35,673	
Level II <sup>3</sup>	\$26,471	\$30,442	\$41,495	
Level III <sup>3</sup>	\$28,537	\$32,818	\$42,514	
Office Appliance Operator	\$25,613	\$29,455	\$35,673	
Office Assistant	\$25,613	\$29,455	\$35,673	
Office Associate <sup>3</sup>	\$31,612	\$36,354	\$47,977	
Office Machine Aide				
Level I <sup>9</sup>	\$25,613	\$29,455	\$35,673	
Level II	\$28,537	\$32,818	\$41,495	
Paralegal Aide				
Level I	\$32,673	\$37,574	\$44,398	
Level II	\$37,526	\$43,155	\$52,512	
Paralegal Aide Trainee *****	\$27,644	\$31,791	\$36,148	
Parking Meter Collector <sup>2</sup>	\$29,244	\$33,631	\$42,514	
Photographer & Photostat Operator	\$30,425	\$34,989	\$43,543	
Police Administrative Aide	\$31,612	\$36,354	\$47,977	
Police Communications Technician				
Less than one year of service	\$34,166	\$39,291		
One year of service	\$35,301	\$40,596		
Two years of service		\$43,211		
Three years of service - have refused to be trained to perform the radio dispatching		\$43,211		

	d. Effective September 3, 2013			i. Minimum <sup>1</sup>
	(1) Hiring Rate @	(2) Incumbent Rate	Maximum	
Three years of service - not radio trained, but have not refused to be trained	\$38,710	\$44,516		
Three years of service - trained to perform the radio dispatching	\$40,225	\$46,259		
Precinct Receptionist (Per Hour)				
hired after 6/30/86	\$12.59	\$14.48	Hourly Rate	
hired between 7/1/85 - 6/30/86		\$14.57	Hourly Rate	
hired between 7/1/84 - 6/30/85		\$14.74	Hourly Rate	
hired before 7/1/84		\$14.96	Hourly Rate	
Precinct Receptionist (Police Dept.)				
hired after 6/30/86	\$12.59	\$14.48	Hourly Rate	
hired between 7/1/85 - 6/30/86		\$14.57	Hourly Rate	
hired between 7/1/84 - 6/30/85		\$14.74	Hourly Rate	
hired before 7/1/84		\$14.96	Hourly Rate	
Process Server	\$25,613	\$29,455	\$35,673	
Public Records Aide	\$29,730	\$34,189	\$45,521	
Public Records Officer	\$38,303	\$44,048	\$55,033	
Reporter/Stenographer (DA)				
Level I	\$35,342	\$40,643	\$57,518	
Level IA ##	\$45,123	\$51,891	\$68,004	
Level II	\$57,478	\$66,100	\$72,966	
Secretary	\$29,244	\$33,361	\$42,514	
Secretary ###				
Level Ia <sup>5 &amp; 10</sup>	\$25,613	\$29,455	\$35,673	
Level Ib <sup>6 &amp; 11</sup>	\$26,471	\$30,442	\$41,495	
Level IIa	\$28,537	\$32,818	\$42,514	
Level IIb	\$29,244	\$33,631	\$42,514	
Level IIIa	\$31,612	\$36,354	\$51,213	
Level IIIb <sup>12</sup>	\$32,403	\$37,264	\$51,213	
Level IV	\$34,763	\$39,977	\$54,571	
Secretary (CCRB)				
AL I	\$31,612	\$36,354	\$47,977	
AL II	\$38,161	\$43,885	\$47,977	
Senior Office Appliance Maintainer	\$31,612	\$36,354	\$47,977	
Senior Police Administrative Aide	\$38,161	\$43,885	\$49,596	
Senior Secretary	\$31,612	\$36,354	\$47,977	
Senior Stenographer (incl. JOP)	\$29,244	\$33,631	\$42,514	
Senior Tabulator Operator	\$29,244	\$33,631	\$42,514	
Shop Clerk <sup>3</sup>	\$31,612	\$36,354	\$47,977	

<b>d. Effective September 3, 2013</b>				<b>e. Effective September 3, 2014</b>			
i. Minimum <sup>1</sup>				i. Minimum <sup>1</sup>			
	<u>(1) Hiring Rate @</u>	<u>(2) Incumbent Rate</u>	<u>Maximum</u>		<u>(1) Hiring Rate @</u>	<u>(2) Incumbent Rate</u>	<u>Maximum</u>
Statistical Secretary (OMB)				Associate Reporter/ Stenographer (DA) ****			
Level I	\$26,523	\$30,501	\$55,290	Level I	\$45,799	\$52,669	\$69,024
Level II	\$36,028	\$41,432	\$77,379	Level II	\$58,341	\$67,092	\$74,060
Stenographer/Secretary				Associate Word Processor <sup>3</sup>	\$35,284	\$40,577	\$55,390
Level I <sup>3 &amp; 9</sup>	\$26,471	\$30,442	\$37,494	Blueprinter	\$26,869	\$30,899	\$38,056
Level II <sup>3</sup>	\$29,244	\$33,631	\$42,514	Call Center Representative	\$30,934	\$35,574	\$53,178
Level III <sup>3 &amp; 13</sup>	\$31,612	\$36,354	\$51,213	After 1 yr of service	\$34,260	\$35,574	\$53,178
Stenographic/Secretarial Associate				Cashier			
Level I <sup>3</sup>	\$32,403	\$37,264	\$47,977	Level I	\$32,086	\$36,899	\$48,697
Level II <sup>3 &amp; 13</sup>	\$34,763	\$39,977	\$54,571	Level II	\$35,284	\$40,577	\$55,390
Supervising Parking Meter Collector	\$31,612	\$36,354	\$47,977	Chief Law Stenographer	\$43,020	\$49,473	\$65,823
Sprvsg Police Communications Tech.				Chief Office Assistant	\$32,086	\$36,899	\$48,697
Less than one year of service <sup>1</sup>	\$45,436	\$52,251		Clerical Aide <sup>4</sup>	\$25,997	\$29,897	\$36,208
One year of service <sup>1</sup>	\$47,555	\$54,688		Clerical Associate			
Two years of service		\$57,144		Level Ia <sup>5</sup>	\$25,997	\$29,897	\$36,208
Three years or more of service		\$59,582		Level Ib <sup>6</sup>	\$26,869	\$30,899	\$42,117
Tabulator Operator	\$26,471	\$30,442	\$37,494	Level II	\$28,965	\$33,310	\$43,152
Technical Support Aide				Level III	\$32,086	\$36,899	\$51,981
Level Ia <sup>3 &amp; 14</sup>	\$26,471	\$30,442	\$37,494	Level IV <sup>7</sup>	\$35,284	\$40,577	\$55,390
Level Ib <sup>3</sup>	\$28,537	\$32,818	\$42,514	Level IVa (HHC ONLY)	N/A	\$43,417	\$59,265
Level II <sup>3</sup>	\$31,612	\$36,354	\$51,213	Clerk	\$25,997	\$29,897	\$36,208
Level III <sup>3</sup>	\$34,763	\$39,977	\$54,571	Client Navigator			
Telephone Operator				Level I	\$34,577	\$39,764	\$74,877
Transcribing Typist	\$26,471	\$30,442	\$37,494	Level II	\$36,675	\$42,176	\$80,299
Typist				Comptometer Operator	\$25,997	\$29,897	\$36,208
Word Processor				Confidential Secretary (incl. Kings DA)	\$32,890	\$37,823	\$48,697
Level I <sup>2 &amp; 15</sup>	\$26,471	\$30,442	\$37,494	Correction Administrative Aide	\$32,086	\$36,899	\$48,697
Level II <sup>2 &amp; 16</sup>	\$28,537	\$32,818	\$42,514	Customer Information Representative			
Level III <sup>3</sup>	\$31,612	\$36,354	\$51,213	Level I	\$32,988	\$35,574	\$53,178
<b>e. Effective September 3, 2014</b>				Level II	\$45,268	\$48,816	\$68,816
				Level III	\$59,449	\$64,109	\$91,283
				Department Librarian			
Account Clerk	\$26,869	\$30,899	\$38,056	Level I	\$38,650	\$44,447	\$54,699
Administrative Assistant(CFB)				Level II	\$42,056	\$48,364	\$61,915
Level I	\$24,866	\$28,596	\$49,728	Level III	\$48,205	\$55,436	\$70,497
Level II	\$30,593	\$35,182	\$64,603	Level IV	\$54,199	\$62,329	\$77,472
Analyst (Campaign Finance Board) Level I	\$26,473	\$30,444	\$53,021	Department Library Aide	\$25,997	\$29,897	\$36,208
Associate Archivist <sup>2</sup>	\$48,070	\$55,280	\$73,313	Department Senior Librarian	\$42,056	\$48,364	\$61,915
Associate Public Records Officer				Department Supervising Librarian	\$48,205	\$55,436	\$70,497
Level I	\$48,070	\$55,280	\$73,313	Eligibility Specialist			
Level II	\$54,199	\$62,329	\$77,472	Level I	\$32,086	\$36,899	\$48,697
				Level II	\$33,284	\$38,277	\$50,297
				Level III	\$35,323	\$40,622	\$52,366
				Enrollment Sales Representative Assistant	\$32,081	\$36,893	\$70,045

e. Effective September 3, 2014	i. Minimum <sup>1</sup>		
	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Enrollment Sales Representative *****			
Level I	\$34,715	\$39,922	\$75,173
Level II	\$36,821	\$42,344	\$81,138
Level III	\$38,399	\$44,159	\$84,572
Enrollment Sales Representative (Medicare)			
Level I	\$45,245	\$52,032	\$79,176
Level II	\$49,768	\$57,233	\$90,487
Level III	\$54,292	\$62,436	\$101,797
Equipment Control Planner (Hospitals)	\$32,086	\$36,899	\$48,697
Interpreter (incl. spec.)	\$41,063	\$47,223	\$65,908
Key Punch Operator			
Legal Secretarial Asst. Level I	\$33,790	\$38,858	Flat Rate
Legal Secretary	\$32,890	\$37,823	\$48,697
Maintenance Control Scheduler	\$32,086	\$36,899	\$48,697
Medical Clerk	\$26,869	\$30,899	\$38,056
Messenger	\$25,997	\$29,897	\$36,208
Office Aide (Typing)			
Level I <sup>3 &amp; 8</sup>	\$25,997	\$29,897	\$36,208
Level II <sup>3</sup>	\$26,869	\$30,899	\$42,117
Level III <sup>3</sup>	\$28,965	\$33,310	\$43,152
Office Appliance Operator	\$25,997	\$29,897	\$36,208
Office Assistant	\$25,997	\$29,897	\$36,208
Office Associate <sup>3</sup>	\$32,086	\$36,899	\$48,697
Office Machine Aide			
Level I <sup>9</sup>	\$25,997	\$29,897	\$36,208
Level II	\$28,965	\$33,310	\$42,117
Paralegal Aide			
Level I	\$33,163	\$38,138	\$45,064
Level II	\$38,089	\$43,802	\$53,300
Paralegal Aide Trainee *****	\$28,059	\$32,268	\$36,690
Parking Meter Collector <sup>2</sup>	\$29,683	\$34,135	\$43,152
Photographer & Photostat Operator	\$30,882	\$35,514	\$44,196
Police Administrative Aide	\$32,086	\$36,899	\$48,697
Police Communications Technician			
Less than one year of service	\$34,678	\$39,880	
One year of service	\$35,830	\$41,205	
Two years of service		\$43,859	
Three years of service - have refused to be trained to perform the radio dispatching		\$43,859	
Three years of service - not radio trained, but have not refused to be trained	\$39,290	\$45,184	

e. Effective September 3, 2014	i. Minimum <sup>1</sup>		
	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Three years of service - trained to perform the radio dispatching	\$40,829	\$46,953	
Precinct Receptionist (Per Hour)			
hired after 6/30/86	\$12.78	\$14.70	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.79	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.96	Hourly Rate
hired before 7/1/84		\$15.18	Hourly Rate
Precinct Receptionist (Police Dept.)			
hired after 6/30/86	\$12.78	\$14.70	Hourly Rate
hired between 7/1/85 - 6/30/86		\$14.79	Hourly Rate
hired between 7/1/84 - 6/30/85		\$14.96	Hourly Rate
hired before 7/1/84		\$15.18	Hourly Rate
Process Server	\$25,997	\$29,897	\$36,208
Public Records Aide	\$30,176	\$34,702	\$46,204
Public Records Officer	\$38,877	\$44,709	\$55,858
Reporter/Stenographer (DA)			
Level I	\$35,872	\$41,253	\$58,381
Level IA ##	\$45,799	\$52,669	\$69,024
Level II	\$58,341	\$67,092	\$74,060
Secretary	\$29,683	\$34,135	\$43,152
Secretary ###			
Level Ia <sup>5 &amp; 10</sup>	\$25,997	\$29,897	\$36,208
Level Ib <sup>6 &amp; 11</sup>	\$26,869	\$30,899	\$42,117
Level IIa	\$28,965	\$33,310	\$43,152
Level IIb	\$29,683	\$34,135	\$43,152
Level IIIa	\$32,086	\$36,899	\$51,981
Level IIIb <sup>12</sup>	\$32,890	\$37,823	\$51,981
Level IV	\$35,284	\$40,577	\$55,390
Secretary (CCRB)			
AL I	\$32,086	\$36,899	\$48,697
AL II	\$38,733	\$44,543	\$48,697
Senior Office Appliance Maintainer	\$32,086	\$36,899	\$48,697
Senior Police Administrative Aide	\$38,733	\$44,543	\$50,340
Senior Secretary	\$32,086	\$36,899	\$48,697
Senior Stenographer (incl. JOP)	\$29,683	\$34,135	\$43,152
Senior Tabulator Operator	\$29,683	\$34,135	\$43,152
Shop Clerk <sup>3</sup>	\$32,086	\$36,899	\$48,697
Statistical Secretary (OMB)			
Level I	\$26,921	\$30,959	\$56,119
Level II	\$36,568	\$42,053	\$78,540

**e. Effective September 3, 2014** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Stenographer/Secretary			
Level I <sup>3 &amp; 9</sup>	\$26,869	\$30,899	\$38,056
Level II <sup>3</sup>	\$29,683	\$34,135	\$43,152
Level III <sup>3 &amp; 13</sup>	\$32,086	\$36,899	\$51,981
Stenographic/Secretarial Associate			
Level I <sup>3</sup>	\$32,890	\$37,823	\$48,697
Level II <sup>3 &amp; 13</sup>	\$35,284	\$40,577	\$55,390
Supervising Parking Meter Collector	\$32,086	\$36,899	\$48,697
Sprvsg Police Communications Tech.			
Less than one year of service <sup>1</sup>	\$46,117	\$53,035	
One year of service <sup>1</sup>	\$48,268	\$55,508	
Two years of service		\$58,001	
Three years or more of service		\$60,476	
Tabulator Operator	\$26,869	\$30,899	\$38,056
Technical Support Aide			
Level Ia <sup>3 &amp; 14</sup>	\$26,869	\$30,899	\$38,056
Level Ib <sup>3</sup>	\$28,965	\$33,310	\$43,152
Level II <sup>3</sup>	\$32,086	\$36,899	\$51,981
Level III <sup>3</sup>	\$35,284	\$40,577	\$55,390
Telephone Operator			
Transcribing Typist	\$26,869	\$30,899	\$38,056
Typist			
Word Processor			
Level I <sup>2 &amp; 15</sup>	\$26,869	\$30,899	\$38,056
Level II <sup>2 &amp; 16</sup>	\$28,965	\$33,310	\$43,152
Level III <sup>3</sup>	\$32,086	\$36,899	\$51,981

**f. Effective September 3, 2015** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Account Clerk	\$27,540	\$31,671	\$39,007
Administrative Assistant(CFB)	\$25,488	\$29,311	\$66,218
Level I	\$25,488	\$29,311	\$50,971
Level II	\$31,358	\$36,062	\$66,218
Analyst (Campaign Finance Board) Level I	\$27,135	\$31,205	\$54,347
Associate Archivist <sup>2</sup>	\$49,271	\$56,662	\$75,146
Associate Public Records Officer			
Level I	\$49,271	\$56,662	\$75,146
Level II	\$55,554	\$63,887	\$79,409
Associate Reporter/Stenographer (DA) ****			
Level I	\$46,944	\$53,986	\$70,750
Level II	\$59,799	\$68,769	\$75,912

**f. Effective September 3, 2015** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Associate Word Processor <sup>3</sup>	\$36,166	\$41,591	\$56,775
Blueprinter	\$27,540	\$31,671	\$39,007
Call Center Representative	\$31,707	\$36,463	\$54,507
After 1 yr of service	\$35,117	\$36,463	\$54,507
Cashier			
Level I	\$32,888	\$37,821	\$49,914
Level II	\$36,166	\$41,591	\$56,775
Chief Law Stenographer	\$44,096	\$50,710	\$67,469
Chief Office Assistant	\$32,888	\$37,821	\$49,914
Clerical Aide <sup>4</sup>	\$26,647	\$30,644	\$37,113
Clerical Associate			
Level Ia <sup>5</sup>	\$26,647	\$30,644	\$37,113
Level Ib <sup>6</sup>	\$27,540	\$31,671	\$43,170
Level II	\$29,690	\$34,143	\$44,231
Level III	\$32,888	\$37,821	\$53,281
Level IV <sup>7</sup>	\$36,166	\$41,591	\$56,775
Level IVa (HHC ONLY)	N/A	\$44,502	\$60,747
Clerk	\$26,647	\$30,644	\$37,113
Client Navigator			
Level I	\$35,442	\$40,758	\$76,749
Level II	\$37,591	\$43,230	\$82,306
Comptometer Operator	\$26,647	\$30,644	\$37,113
Confidential Secretary (incl. Kings DA)	\$33,712	\$38,769	\$49,914
Correction Administrative Aide	\$32,888	\$37,821	\$49,914
Customer Information Representative			
Level I	\$33,813	\$36,463	\$54,507
Level II	\$46,400	\$50,036	\$70,536
Level III	\$60,935	\$65,712	\$93,565
Department Librarian			
Level I	\$39,616	\$45,558	\$56,066
Level II	\$43,107	\$49,573	\$63,463
Level III	\$49,410	\$56,822	\$72,259
Level IV	\$55,554	\$63,887	\$79,409
Department Library Aide	\$26,647	\$30,644	\$37,113
Department Senior Librarian	\$43,107	\$49,573	\$63,463
Department Supervising Librarian	\$49,410	\$56,822	\$72,259
Eligibility Specialist			
Level I	\$32,888	\$37,821	\$49,914
Level II	\$34,117	\$39,234	\$51,554
Level III	\$36,207	\$41,638	\$53,675
Enrollment Sales Representative Assistant	\$32,883	\$37,815	\$71,796
Enrollment Sales Representative *****			
Level I	\$35,583	\$40,920	\$77,052

**f. Effective September 3, 2015** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level II	\$37,742	\$43,403	\$83,166
Level III	\$39,359	\$45,263	\$86,686
Enrollment Sales Representative (Medicare)			
Level I	\$46,377	\$53,333	\$81,155
Level II	\$51,012	\$58,664	\$92,749
Level III	\$55,650	\$63,997	\$104,342
Equipment Control Planner (Hospitals)	\$32,888	\$37,821	\$49,914
Interpreter (incl. spec.)	\$42,090	\$48,404	\$67,556
Key Punch Operator			
Legal Secretarial Asst. Level I	\$34,634	\$39,829	Flat Rate
Legal Secretary	\$33,712	\$38,769	\$49,914
Maintenance Control Scheduler	\$32,888	\$37,821	\$49,914
Medical Clerk	\$27,540	\$31,671	\$39,007
Messenger	\$26,647	\$30,644	\$37,113
Office Aide (Typing)			
Level I <sup>3&amp;8</sup>	\$26,647	\$30,644	\$37,113
Level II <sup>3</sup>	\$27,540	\$31,671	\$43,170
Level III <sup>3</sup>	\$29,690	\$34,143	\$44,231
Office Appliance Operator			
Office Assistant	\$26,647	\$30,644	\$37,113
Office Associate <sup>3</sup>	\$32,888	\$37,821	\$49,914
Office Machine Aide			
Level I <sup>9</sup>	\$26,647	\$30,644	\$37,113
Level II	\$29,690	\$34,143	\$43,170
Paralegal Aide			
Level I	\$33,992	\$39,091	\$46,191
Level II	\$39,041	\$44,897	\$54,633
Paralegal Aide Trainee *****	\$28,761	\$33,075	\$37,607
Parking Meter Collector <sup>2</sup>	\$30,424	\$34,988	\$44,231
Photographer & Photostat Operator	\$31,654	\$36,402	\$45,301
Police Administrative Aide	\$32,888	\$37,821	\$49,914
Police Communications Technician			
Less than one year of service	\$35,545	\$40,877	
One year of service	\$36,726	\$42,235	
Two years of service		\$44,955	
Three years of service - have refused to be trained to perform the radio dispatching		\$44,955	
Three years of service - not radio trained, but have not refused to be trained		\$46,314	
Three years of service - trained to perform the radio dispatching		\$48,127	

**f. Effective September 3, 2015** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Precinct Receptionist (Per Hour)			
hired after 6/30/86	\$13.10	\$15.07	Hourly Rate
hired between 7/1/85 - 6/30/86		\$15.16	Hourly Rate
hired between 7/1/84 - 6/30/85		\$15.33	Hourly Rate
hired before 7/1/84		\$15.66	Hourly Rate
Precinct Receptionist (Police Dept.)			
hired after 6/30/86	\$13.10	\$15.07	Hourly Rate
hired between 7/1/85 - 6/30/86		\$15.16	Hourly Rate
hired between 7/1/84 - 6/30/85		\$15.33	Hourly Rate
hired before 7/1/84		\$15.66	Hourly Rate
Process Server	\$26,647	\$30,644	\$37,113
Public Records Aide	\$30,930	\$35,570	\$47,359
Public Records Officer	\$39,850	\$45,827	\$57,254
Reporter/Stenographer (DA)			
Level I	\$36,769	\$42,284	\$59,841
Level IA ##	\$46,944	\$53,986	\$70,750
Level II	\$59,799	\$68,769	\$75,912
Secretary	\$30,424	\$34,988	\$44,231
Secretary ###			
Level Ia <sup>5 &amp; 10</sup>	\$26,647	\$30,644	\$37,113
Level Ib <sup>6 &amp; 11</sup>	\$27,540	\$31,671	\$43,170
Level IIa	\$29,690	\$34,143	\$44,231
Level IIb	\$30,424	\$34,988	\$44,231
Level IIIa	\$32,888	\$37,821	\$53,281
Level IIIb <sup>12</sup>	\$33,712	\$38,769	\$53,281
Level IV	\$36,166	\$41,591	\$56,775
Secretary (CCRB)			
AL I	\$32,888	\$37,821	\$49,914
AL II	\$39,702	\$45,657	\$49,914
Senior Office Appliance Maintainer	\$32,888	\$37,821	\$49,914
Senior Police Administrative Aide	\$39,702	\$45,657	\$51,599
Senior Secretary	\$32,888	\$37,821	\$49,914
Senior Stenographer (incl. JOP)	\$30,424	\$34,988	\$44,231
Senior Tabulator Operator	\$30,424	\$34,988	\$44,231
Shop Clerk <sup>3</sup>	\$32,888	\$37,821	\$49,914
Statistical Secretary (OMB)			
Level I	\$27,594	\$31,733	\$57,522
Level II	\$37,482	\$43,104	\$80,504
Stenographer/Secretary			
Level I <sup>3 &amp; 9</sup>	\$27,540	\$31,671	\$39,007

**f. Effective September 3, 2015** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level II <sup>3</sup>	\$30,424	\$34,988	\$44,231
Level III <sup>3 &amp; 13</sup>	\$32,888	\$37,821	\$53,281
Stenographic/Secretarial Associate			
Level I <sup>3</sup>	\$33,712	\$38,769	\$49,914
Level II <sup>3 &amp; 13</sup>	\$36,166	\$41,591	\$56,775
Supervising Parking Meter Collector	\$32,888	\$37,821	\$49,914
Sprvsg Police Communications Tech.			
Less than one year of service <sup>1</sup>	\$47,270	\$54,361	
One year of service <sup>1</sup>	\$49,475	\$56,896	
Two years of service		\$59,451	
Three years or more of service		\$61,988	
Tabulator Operator	\$27,540	\$31,671	\$39,007
Technical Support Aide			
Level Ia <sup>3 &amp; 14</sup>	\$27,540	\$31,671	\$39,007
Level Ib <sup>3</sup>	\$29,690	\$34,143	\$44,231
Level II <sup>3</sup>	\$32,888	\$37,821	\$53,281
Level III <sup>3</sup>	\$36,166	\$41,591	\$56,775
Telephone Operator			
Transcribing Typist	\$27,540	\$31,671	\$39,007
Typist			
Word Processor			
Level I <sup>2 &amp; 15</sup>	\$27,540	\$31,671	\$39,007
Level II <sup>2 &amp; 16</sup>	\$29,690	\$34,143	\$44,231
Level III <sup>3</sup>	\$32,888	\$37,821	\$53,281

**g. Effective September 3, 2016** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Account Clerk	\$28,366	\$32,621	\$40,177
Administrative Assistant(CFB)			
Level I	\$26,252	\$30,190	\$52,500
Level II	\$32,299	\$37,144	\$68,205
Analyst (Campaign Finance Board) Level I	\$27,949	\$32,141	\$55,977
Associate Archivist <sup>2</sup>	\$50,750	\$58,362	\$77,400
Associate Public Records Officer			
Level I	\$50,750	\$58,362	\$77,400
Level II	\$57,221	\$65,804	\$81,791
Associate Reporter/ Stenographer (DA) ****			
Level I	\$48,353	\$55,606	\$72,873
Level II	\$61,593	\$70,832	\$78,189
Associate Word Processor <sup>3</sup>	\$37,251	\$42,839	\$58,478
Blueprinter	\$28,366	\$32,621	\$40,177

**g. Effective September 3, 2016** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Call Center Representative	\$32,658	\$37,557	\$56,142
After 1 yr of service	\$36,171	\$37,557	\$56,142
Cashier			
Level I	\$33,875	\$38,956	\$51,411
Level II	\$37,251	\$42,839	\$58,478
Chief Law Stenographer	\$45,418	\$52,231	\$69,493
Chief Office Assistant	\$33,875	\$38,956	\$51,411
Clerical Aide <sup>4</sup>	\$27,446	\$31,563	\$38,226
Clerical Associate			
Level Ia <sup>5</sup>	\$27,446	\$31,563	\$38,226
Level Ib <sup>6</sup>	\$28,366	\$32,621	\$44,465
Level II	\$30,580	\$35,167	\$45,558
Level III	\$33,875	\$38,956	\$54,879
Level IV <sup>7</sup>	\$37,251	\$42,839	\$58,478
Level IVa (HHC ONLY)	N/A	\$45,837	\$62,569
Clerk	\$27,446	\$31,563	\$38,226
Client Navigator			
Level I	\$36,505	\$41,981	\$79,051
Level II	\$38,719	\$44,527	\$84,775
Comptometer Operator	\$27,446	\$31,563	\$38,226
Confidential Secretary (incl. Kings DA)	\$34,723	\$39,932	\$51,411
Correction Administrative Aide	\$33,875	\$38,956	\$51,411
Customer Information Representative			
Level I	\$34,827	\$37,557	\$56,142
Level II	\$47,792	\$51,537	\$72,652
Level III	\$62,763	\$67,683	\$96,372
Department Librarian			
Level I	\$40,804	\$46,925	\$57,748
Level II	\$44,400	\$51,060	\$65,367
Level III	\$50,893	\$58,527	\$74,427
Level IV	\$57,221	\$65,804	\$81,791
Department Library Aide	\$27,446	\$31,563	\$38,226
Department Senior Librarian	\$44,400	\$51,060	\$65,367
Department Supervising Librarian	\$50,893	\$58,527	\$74,427
Eligibility Specialist			
Level I	\$33,875	\$38,956	\$51,411
Level II	\$35,140	\$40,411	\$53,101
Level III	\$37,293	\$42,887	\$55,285
Enrollment Sales Representative Assistant	\$33,869	\$38,949	\$73,950
Enrollment Sales Representative *****			
Level I	\$36,650	\$42,148	\$79,364
Level II	\$38,874	\$44,705	\$85,661
Level III	\$40,540	\$46,621	\$89,287

**g. Effective September 3, 2016** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Enrollment Sales Representative (Medicare)			
Level I	\$47,768	\$54,933	\$83,590
Level II	\$52,543	\$60,424	\$95,531
Level III	\$57,319	\$65,917	\$107,472
Equipment Control Planner (Hospitals)	\$33,875	\$38,956	\$51,411
Interpreter (incl. spec.)	\$43,353	\$49,856	\$69,583
Key Punch Operator			
Legal Secretarial Asst. Level I	\$35,673	\$41,024	Flat Rate
Legal Secretary	\$34,723	\$39,932	\$51,411
Maintenance Control Scheduler	\$33,875	\$38,956	\$51,411
Medical Clerk	\$28,366	\$32,621	\$40,177
Messenger	\$27,446	\$31,563	\$38,226
Office Aide (Typing)			
Level I <sup>3 &amp; 8</sup>	\$27,446	\$31,563	\$38,226
Level II <sup>3</sup>	\$28,366	\$32,621	\$44,465
Level III <sup>3</sup>	\$30,580	\$35,167	\$45,558
Office Appliance Operator	\$27,446	\$31,563	\$38,226
Office Assistant	\$27,446	\$31,563	\$38,226
Office Associate <sup>3</sup>	\$33,875	\$38,956	\$51,411
Office Machine Aide			
Level I <sup>9</sup>	\$27,446	\$31,563	\$38,226
Level II	\$30,580	\$35,167	\$44,465
Paralegal Aide			
Level I	\$35,012	\$40,264	\$47,577
Level II	\$40,212	\$46,244	\$56,272
Paralegal Aide Trainee *****	\$29,623	\$34,067	\$38,735
Parking Meter Collector <sup>2</sup>	\$31,337	\$36,038	\$45,558
Photographer & Photostat Operator	\$32,603	\$37,494	\$46,660
Police Administrative Aide	\$33,875	\$38,956	\$51,411
Police Communications Technician			
Less than one year of service	\$36,611	\$42,103	
One year of service	\$37,828	\$43,502	
Two years of service		\$46,304	
Three years of service - have refused to be trained to perform the radio dispatching		\$46,304	
Three years of service - not radio trained, but have not refused to be trained	\$41,481	\$47,703	
Three years of service - trained to perform the radio dispatching	\$43,105	\$49,571	
Precinct Receptionist (Per Hour)			

**g. Effective September 3, 2016** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
hired after 6/30/86	\$13.50	\$15.52	Hourly Rate
hired between 7/1/85 - 6/30/86		\$15.61	Hourly Rate
hired between 7/1/84 - 6/30/85		\$15.79	Hourly Rate
hired before 7/1/84		\$16.03	Hourly Rate
Precinct Receptionist (Police Dept.)			
hired after 6/30/86	\$13.50	\$15.52	Hourly Rate
hired between 7/1/85 - 6/30/86		\$15.61	Hourly Rate
hired between 7/1/84 - 6/30/85		\$15.79	Hourly Rate
hired before 7/1/84		\$16.03	Hourly Rate
Process Server	\$27,446	\$31,563	\$38,226
Public Records Aide	\$31,858	\$36,637	\$48,780
Public Records Officer	\$41,045	\$47,202	\$58,972
Reporter/Stenographer (DA)			
Level I	\$37,872	\$43,553	\$61,636
Level IA ##	\$48,353	\$55,606	\$72,873
Level II	\$61,593	\$70,832	\$78,189
Secretary	\$31,337	\$36,038	\$45,558
Secretary ###			
Level Ia <sup>5 &amp; 10</sup>	\$27,446	\$31,563	\$38,226
Level Ib <sup>6 &amp; 11</sup>	\$28,366	\$32,621	\$44,465
Level IIa	\$30,580	\$35,167	\$45,558
Level IIb	\$31,337	\$36,038	\$45,558
Level IIIa	\$33,875	\$38,956	\$54,879
Level IIIb <sup>12</sup>	\$34,723	\$39,932	\$54,879
Level IV	\$37,251	\$42,839	\$58,478
Secretary (CCRB)			
AL I	\$33,875	\$38,956	\$51,411
AL II	\$40,893	\$47,027	\$51,411
Senior Office Appliance Maintainer	\$33,875	\$38,956	\$51,411
Senior Police Administrative Aide	\$40,893	\$47,027	\$53,147
Senior Secretary	\$33,875	\$38,956	\$51,411
Senior Stenographer (incl. JOP)	\$31,337	\$36,038	\$45,558
Senior Tabulator Operator	\$31,337	\$36,038	\$45,558
Shop Clerk <sup>3</sup>	\$33,875	\$38,956	\$51,411
Statistical Secretary (OMB)			
Level I	\$28,422	\$32,685	\$59,248
Level II	\$38,606	\$44,397	\$82,919
Stenographer/Secretary			
Level I <sup>3 &amp; 9</sup>	\$28,366	\$32,621	\$40,177
Level II <sup>3</sup>	\$31,337	\$36,038	\$45,558

**g. Effective September 3, 2016** i. Minimum <sup>1</sup>

	(1) Hiring Rate @	(2) Incumbent Rate	Maximum
Level III <sup>3 &amp; 13</sup>	\$33,875	\$38,956	\$54,879
Stenographic/Secretarial Associate			
Level I <sup>3</sup>	\$34,723	\$39,932	\$51,411
Level II <sup>3 &amp; 13</sup>	\$37,251	\$42,839	\$58,478
Supervising Parking Meter Collector	\$33,875	\$38,956	\$51,411
Sprvsg Police Communications Tech.			
Less than one year of service <sup>1</sup>	\$48,689	\$55,992	
One year of service <sup>1</sup>	\$50,959	\$58,603	
Two years of service		\$61,235	
Three years or more of service		\$63,848	
Tabulator Operator	\$28,366	\$32,621	\$40,177
Technical Support Aide			
Level Ia <sup>3 &amp; 14</sup>	\$28,366	\$32,621	\$40,177
Level Ib <sup>3</sup>	\$30,580	\$35,167	\$45,558
Level II <sup>3</sup>	\$33,875	\$38,956	\$54,879
Level III <sup>3</sup>	\$37,251	\$42,839	\$58,478
Telephone Operator			
Transcribing Typist	\$28,366	\$32,621	\$40,177
Typist			
Word Processor			
Level I <sup>2 &amp; 15</sup>	\$28,366	\$32,621	\$40,177
Level II <sup>2 &amp; 16</sup>	\$30,580	\$35,167	\$45,558
Level III <sup>3</sup>	\$33,875	\$38,956	\$54,879

**NOTES:**

- 1 See Article III, Section 4 (New Hires)
- 2 For present incumbents only.
- 3 Title deleted from City Classification April 21, 1996, and the duties assigned to Clerical Associate/Secretary, as appropriate
- 4 Employees upon completion of five years of permanent continuous City service as a Clerical Aide, shall receive the minimum salary rate for Assignment Level II of Clerical Associate or their current basic salary plus the level increase,
- 5 Employees upon completion of one year of permanent continuous City service in Level Ia shall be assigned to Level Ib.
- 6 Employees upon completion of four years of permanent continuous City service in Level Ib shall be assigned to Level II.
- 7 Assignment to Level IV requires DCAS approval.
- 8 After five years of permanent service in title, Level III minimum or level increase shall apply, whichever is greater.
- 9 After five years of permanent service in title, Level II minimum or level increase shall apply, whichever is greater.
- 10 Employees meeting the stenography skills who are required to use stenography shall be appointed at Level IIb. All other employees upon completion of one year of permanent continuous City service in Level Ia shall be assigned to Level Ib.
- 11 Employees upon completion of four years of permanent continuous City service in Level Ib shall be assigned to Level IIa, except that employees who have met the stenography skills and are required to use stenography shall be assigned to Level IIb.
- 12 Level IIIb is restricted to employees who have met the stenography skills and are required to use stenography.
- 13 Level restricted to employee performing word processing as their major duty.
- 14 All employees must be appointed at Level Ia. After one year at Level Ia, employees performing Level Ib duties must be assigned to Level Ib.
- 15 After six months of satisfactory service at Level I shall be assigned to Level II.

- 16 After one year of satisfactory service at Level II shall be assigned to Level III.
- @ Employees hired on or after 3/3/10, 9/3/11, 9/3/12, 9/3/13, 9/3/14, 9/3/15, and 9/3/16 shall be paid the hiring rate effective 9/3/11, 9/3/12, 9/3/13 and 9/3/14, 9/3/15, and 9/3/16. Upon completion of two (2) years of active or qualified inactive service, such employee shall be paid the indicated "minimum" for the applicable title that is in effect on the two year anniversary of their original appointment as set forth in applicable Successor Separate Unit Agreement. In no case shall an employee receive less than the stated hiring rate.
- \*\*\*\* To be deleted.
- \*\*\*\*\* Appointment rate shall be the minimum of the salary range for the Paralegal Aide Trainee title or the appointee's current salary in the eligible title, whichever is greater. Upon satisfactory completion of one year of training, each Trainee earning below the maximum salary shall continue to be paid an additional \$1,327 eff. 3/2/10, or an additional \$1,367 effective 9/3/17. Maturing Trainees are guaranteed an advancement increase of \$1,327 eff. 3/2/10, or an advancement increase of \$1,367 effective 9/3/17.
- \*\*\*\*\* An employee promoted from Enrollment Sales Representative Assistant to Enrollment Sales Representative, or affirmatively assigned by the Employer to a higher assignment level of Enrollment Sales Representative, shall receive as of the effective date of such promotion or assignment no less than a 5% adjustment in salary.
- ## A permanent employee with two years of satisfactory permanent service as a Reporter/Stenographer (DA) will be offered a proficiency test demonstrating the ability to take two-voice dictation, using a stenotype machine, at a rate of 200 words per minute (wpm) and transcribe same. Those who pass this test will receive no less than the incumbent minimum salary rate for Level IA. To be eligible to receive the higher salary of Level IA, all employees must have at least 2 years of experience taking two-voice dictation at 175 wpm and transcribing same and must pass the 200 wpm proficiency test.
- ### Employees who regularly perform stenographic duties and take dictation in addition to performing the other duties of the title will be assigned to AL's Ib, IIb, or IIIb.

**Section 3. Wage Increases.**

**a. Ratification Bonus**

A lump sum cash payment in the amount of \$1,000, pro-rated for other than full-time employees, shall be payable as soon as practicable upon ratification of the Agreement to those employees who are on payroll as of the date of ratification. The lump sum cash payment shall be pensionable, consistent with applicable law.

- i. Full-time per annum and full-time per diem Employees shall receive a pro-rata lump sum cash payment the computation of which shall be based on service during the period from July 1, 2013 through June 30, 2014.
- ii. Where the regular and customary work year for a title is less than a twelve-month year, such as a school year, such computations shall be based on service during the period from September 5, 2013 through June 26, 2014 or other applicable dates for other school-based employees.
- iii. Part-time per annum, part-time per diem (including seasonal appointees), per session, hourly paid Employees and Employees whose normal work year is less than a full calendar year shall receive a pro-rata portion of the lump sum cash payment based on their regularly scheduled hours and the hours in a full calendar year.
- iv. The lump sum cash payments shall not become part of the Employee's basic salary rate nor be added to the Employee's basic salary for the calculation of any salary based benefits including the calculation of future collective bargaining increases.

For circumstances that were not anticipated by the parties, the First Deputy Commissioner of Labor Relations may elect to issue, on a case-by-case basis, interpretations concerning the application of Section 3(a) of this agreement. Such case-by-case interpretations shall not be subject to any dispute resolution procedures as per past practice of the parties.

**b. General Wage Increase**

- i. The general wage increases, effective as indicated, shall be:
  1. Effective September 3, 2011, Employees shall receive a general increase of 1.00%.
  2. Effective September 3, 2012, Employees shall receive an additional general increase of 1.00%.

- 3. Effective September 3, 2013, Employees shall receive an additional general increase of 1.00%.
  - 4. Effective September 3, 2014, Employees shall receive an additional general increase of 1.50%.
  - 5. Effective September 3, 2015, Employees shall receive an additional general increase of 2.50%.
  - 6. Effective September 3, 2016, Employees shall receive an additional general increase of 3.00%.
  - 7. Part-time per annum, part-time per diem Employees (including seasonal appointees), per session and hourly paid Employees and Employees whose normal work year is less than a full calendar year shall receive the increases provided in Section 3, subsections b(i)(1)-(6) on the basis of computations heretofore utilized by the parties for all such Employees.
- ii. The increases provided for in Section 3(b)(i) above shall be calculated as follows:
- 1. The general increase in Section 3(b)(i)(1) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 2, 2011;
  - 2. The general increase in Section 3(b)(i)(2) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 2, 2012;
  - 3. The general increase in Section 3(b)(i)(3) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 2, 2013;
  - 4. The general increase in Section 3(b)(i)(4) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 2, 2014;
  - 5. The general increase in Section 3(b)(i)(5) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 2, 2015;
  - 6. The general increase in Section 3(b)(i)(6) shall be based upon the base rates (including salary or incremental salary schedules) of the applicable titles in effect on September 2, 2016;
- iii.
- 1. The general increases provided for in this Section 3(b)(i)(1)-(6) shall be applied to the base rates, incremental salary levels, and the minimum "hiring rate" and "incumbent rate" and maximum rates (including levels), for the applicable titles.
  - 2. Effective September 3, 2016, the general increase provided for in this Section 3(b)(i)(6) shall be applied to "additions to gross." "Additions to gross" shall be defined to include uniform allowances, equipment allowances, transportation allowances, uniform maintenance allowance, assignment differentials, service increments, longevity differentials, advancement increases, assignment (level) increases, and experience, certification, educational, license, evening, or night shift differentials.
  - 3. Section 3(b)(iii)(2) does not apply to Recurring Increment Payments (RIPs) that automatically increase with wage increases.
  - 4. Section 3(b)(iii)(2) does not apply to Service Increments once earned for two years that are rolled into base salary and increased with wage increases.

**Section 4. New Hires**

- a. The appointment rate for an employee newly hired on or after March 3, 2010 and appointed at a reduced hiring rate shall be the applicable minimum "hiring rate" set forth in Subsections 2(a)(i)(1) through 2(g)(i)(1). On the two year anniversary of the employee's original date of appointment, such employee shall be paid the indicated minimum "incumbent rate" for the applicable title that is in effect on such two year anniversary as set forth in Subsection 2(a)(i)(2) through 2(g)(i)(2) of this Article III.
- b.
  - i. For a title subject to an incremental pay plan, the employee shall be paid the appropriate increment based upon the employee's length of service. Section 2 of this Article III reflects the correct amounts and has been adjusted in accordance with the provisions of Section 3(b)(iii)(1) of this Article III.

- ii. Employees who change titles or levels before attaining two years of service will be treated in the new title or level as if they had been originally appointed to said title or level on their original hiring date.
- c. For the purposes of Sections 4(a) and 4(b), employees 1) who were in active pay status before March 3, 2008, and 2) who are affected by the following personnel actions after said date shall not be treated as "newly hired" employees and shall be entitled to receive the indicated minimum "incumbent rate" set forth in subsections 2(a)(i)(2) through 2(g)(i)(2) of this Article III:
  - i. Employees who return to active status from an approved leave of absence.
  - ii. Employees in active status (whether full or part-time) appointed to permanent status from a civil service list, or to a new title (regardless of jurisdictional class or civil service status) without a break in service of more than 31 days.
  - iii. Employees who were laid off or terminated for economic reasons who are appointed from a recall/preferred list or who were subject to involuntary redeployment.
  - iv. Provisional employees who were terminated due to a civil service list who are appointed from a civil service list within one year of such termination.
  - v. Permanent employees who resign and are reinstated or who are appointed from a civil service list within one year of such resignation.
  - vi. Employees (regardless of jurisdictional class or civil service status) who resign and return within 31 days of such resignation.
  - vii. A provisional employee who is appointed directly from one provisional appointment to another.
  - viii. For employees whose circumstances were not anticipated by the parties, the First Deputy Commissioner of Labor Relations is empowered to issue, on a case-by-case basis, interpretations concerning application of this Section 4. Such case-by-case interpretations shall not be subject to the dispute resolution procedures set forth in Article VI of this Agreement.
- d. The First Deputy Commissioner of Labor Relations may, after notification to the affected union(s), exempt certain hard to recruit titles from the provisions of subsection 4.

**Section 5.**

Each general increase provided herein, effective as of each indicated date, shall be applied to the rate in effect on the date as specified in Section 3 of this Article. In the case of a promotion or other advancement to the indicated title on the effective date of the general increase specified in Section 3 of this Article, such general increase shall not be applied, but the general increase, if any, for the title formerly occupied, effective on the date indicated shall be applied.

**Section 6.**

In the case of an Employee on leave of absence without pay the salary rate of such Employee shall be changed to reflect the salary adjustments specified in Article III.

**Section 7.**

- a. A person permanently employed by the Employer who is appointed or promoted on a permanent, provisional, or temporary basis in accordance with Title 59, Appendix A of the Rules of the City of New York (City Personnel Director Rules) or, where Title 59, Appendix A is inapplicable to a public employer, such other Rules or Regulations as are applicable to the public employer, without a break in service to any of the following title(s) from another title in the direct line of promotion or from another title in the Career and Salary Plan, the minimum rate of which is exceeded by at least 8 percent by the minimum rate of the title to which appointed or promoted, shall receive upon the date of such appointment or promotion either the minimum basic salary for the title to which such appointment or promotion is made, or the salary received or receivable in the lower title plus the specified advancement increase, whichever is greater:

**ADVANCEMENT INCREASES**

TITLE	Effective 3/3/10	Effective 9/3/16
Associate Archivist	\$1,592	\$1,640
Associate Reporter/Stenographer (DA) Level I	\$1,405	\$1,447
Associate Word Processor	\$1,227	\$1,264

Chief Office Assistant	\$1,227	\$1,264
Clerical Associate	\$982	\$1,011
Department Principal Librarian	\$1,778	\$1,831
Department Senior Librarian	\$1,405	\$1,447
Department Supervising Librarian	\$1,592	\$1,640
Eligibility Specialist	\$1,227	\$1,264
Head Clerk	\$1,405	\$1,447
Office Associate	\$1,227	\$1,264
Public Records Officer	\$1,227	\$1,264
Secretary	\$982	\$1,011
Secretary(CCRB)	\$1,468	\$1,512
Senior Office Appliance Maintainer	\$1,227	\$1,264
Senior Police Administrative Aide	\$1,468	\$1,512
Senior Secretary	\$1,227	\$1,264
Senior Tabulator Operator	\$982	\$1,011
Stenographic/Secretarial Associate	\$1,227	\$1,264
Supervising Parking Meter Collector	\$1,227	\$1,264
Supervising Police Communications Technician	\$1,468	\$1,512

Secretary		
Level Ia ***	NONE	NONE
Level Ib ##	NONE	NONE
Level IIa	\$982	\$1,011
Level IIb	\$982	\$1,011
Level IIIa	\$1,227	\$1,264
Level IIIb	\$1,227	\$1,264
Level IV	\$1,227	\$1,264
Stenographic/Secretarial Associate		
Level II	\$982	\$1,011
Stenographer/Secretary		
Level I **	NONE	NONE
Level II	\$1,483	\$1,527
Level III	\$1,227	\$1,264
Technical Support Aide		
Level Ib	\$982	\$1,011
Level II	\$982	\$1,011
Level III	\$1,227	\$1,264
Word Processor		
Level II	\$982	\$1,011
Level III	\$1,227	\$1,264

b. An employee assigned to a higher assignment **level** shall receive as of the effective date of such assignment, either the appointment rate for the assigned **level** or the rate received in the former **level** plus the specified level increase set forth in Section 6(b), whichever is greater.

**LEVEL INCREASES**

TITLE	3/3/10	9/3/16
Associate Public Records Officer		
Level II	\$1,592	\$1,640
Associate Reporter/Stenographer (DA)		
Level II	\$1,589	\$1,637
Clerical Associate		
Level Ia ***	NONE	NONE
Level Ib ##	NONE	NONE
Level II	\$982	\$1,011
Level III	\$1,227	\$1,264
Level IV	\$1,227	\$1,264
Eligibility Specialist		
Level II	\$1,227	\$1,264
Level III	\$1,715	\$1,766
Office Aide		
Office Aide (TYPING)		
Level I *	NONE	NONE
Level II	\$982	\$1,011
Level III	\$982	\$1,011
Secretary (CCRB) L II	\$1,468	\$1,512
Office Machine Aide		
Level I **	NONE	NONE
Level II	\$982	\$1,011
Paralegal Aide		
Level II	\$1,483	\$1,527

**NOTE:**

- \* After 5 years of permanent service in the title, Level III minimum or level increase shall apply, whichever is greater, provided employee has not already been assigned to higher level.
- \*\* After 5 years of permanent service in the title, Level II minimum or Level increase shall apply, whichever is greater, provided employee has not already been assigned to higher level.
- \*\*\* Upon completion of one year of permanent continuous City service in Level Ia of Clerical Associate or Secretary, employees shall receive the minimum salary rate for Level Ib of their respective new titles or their current salaries, whichever is greater.
- ## Upon completion of four years of permanent continuous City service in Level Ib of Clerical Associate or Secretary, employees shall receive the minimum salary rate for Level II of their respective new titles or have the applicable level increase added to their salaries, whichever is greater.

c. An employee promoted from Enrollment Sales Representative Assistant to Enrollment Sales Representative, or affirmatively assigned by the Employer to a higher assignment **level** of Enrollment Sales Representative, shall receive as of the effective date of such promotion or assignment no less than a 5% adjustment in salary.

**Section 8. - Training Fund:**

A training fund contribution at the rate of \$25.00 per annum shall continue to be made to the District Council 37 Education Fund on behalf of each full-time per annum employee, except for all titles in the Board of Higher Education and Urban Center employees unless such titles previously had a training fund, or unless required by law, provided, however, that no contribution shall be made to such fund during any period in which the separate agreement between the Employer and District Council 37 relating to the operation of such fund is of no force or effect.

Employees of non-Mayoral agencies shall be covered by such contribution provided the affected agency elects to have its employees so covered and becomes an employer party to the agreement between the Employer and the Union dated July 13, 1971, concerning the District Council 37 Education Fund. This Section shall be subject to the waiver in Article IV, Section 1(b) of this Agreement.

**Section 9. - Assignment Differentials:**

a. An assignment differential in the pro-rata annual amounts indicated below shall be continued for each person employed in the class of positions of Office Appliance Operator in the Department of Social Services who is assigned regularly on a continuing basis to the Reproduction Section:

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,281	\$1,319

b. An assignment differential in the pro-rata annual amounts indicated below shall be continued for Secretary Level IIa, and Clerical Associates Level II, who are regularly assigned to the preparation, reconciliation, certification and/or auditing of payrolls of City personnel, in the office titles of Payroll Clerk or Payroll Examiner, as determined by the agency head.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$767	\$790

c. An assignment differential in the pro-rata annual amounts indicated below shall be continued for Clerical Associates Level III, who are regularly assigned to the preparation, reconciliation, certification and/or auditing of payrolls of City personnel, in the office titles of Payroll Clerk or Payroll Examiner, as determined by the agency head.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,022	\$1,053

d. An assignment differential in the pro-rata annual amounts indicated below shall be continued to be paid to Clerical Associates Level III while assigned to supervise the overall Toll Collection function of the Department of Business Services/Small Business Services:

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,281	\$1,319

e. An assignment differential in the pro-rata annual amounts indicated below shall be continued for employees of NYC H+H assigned to the Central Support Group for rotating assignments or assigned as Emergency Room Registration Clerks or Admitting Office Clerks for collecting financial and biographical data from patients.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$895	\$922

f. An assignment differential in the pro-rata annual amounts indicated below shall be continued to be paid to employees in the class of positions of Legal Secretarial Assistant Level I who perform stenographic services:

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,281	\$1,319

g. Pursuant to the Consent Decree between the City of New York & DC 37 dated April 19, 1991, the Police Communications Technician Dispatch Bonus shall continue to be paid according to the following schedule:

YEARS OF SERVICE IN PCT TITLE	60% OR MORE OF FULL SCHEDULE ON DISPATCH	40%59.99% OF FULL SCHEDULE ON DISPATCH	20%39.99% OF FULL SCHEDULE ON DISPATCH
	<b>Effective 3/3/10</b>	<b>Effective 9/3/2016</b>	
less than 1 year	\$2,060.68	\$1,368.28	\$692.39
1 to 2 years	\$3,297.07	\$2,192.58	\$1,104.51
2 to 3 years	\$4,121.38	\$2,753.04	\$1,368.28
3 or more years	\$4,533.49	\$3,841.09	\$1,928.80
	<b>Effective 9/3/2016</b>		
less than 1 year	\$2,122.50	\$1,409.33	\$713.16
1 to 2 years	\$3,395.98	\$2,258.36	\$1,137.65
2 to 3 years	\$4,245.02	\$2,835.63	\$1,409.33
3 or more years	\$4,669.49	\$3,956.32	\$1,986.66

h. An assignment differential in the pro-rata annual amounts indicated below shall be continued to be paid to Secretary Levels Ia, Ib or IIa, Clerical Aides and Clerical Associates Levels Ia, Ib or

II who are assigned to the Cashiering Unit of the Department of Health's Division of Vital Records who perform cashiering duties (part-time employees in the above class of positions who work a minimum of thirty (30) hours per week in said cashiering unit and perform cashiering duties shall receive a pro rata portion of the assignment differential):

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,058	\$1,090

i. An assignment differential in the pro-rata annual amounts indicated below shall be continued to be paid to Secretary Level IIa and Clerical Associates Level II assigned to an undercare group at an Income Maintenance Center and performing the duties of the group clerk as described in the IS Procedures Manual or classified as a "unit clerk" servicing a unit of Caseworkers and Supervisors in the Child Welfare Administration.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,235	\$1,272

j. An assignment differential in the pro-rata annual amounts indicated below shall be continued to be paid to employees of HRA or DHS in the titles of Secretary Level Ia, Ib or IIa, Clerical Aide and Clerical Associate Levels Ia, Ib, II or III who are assigned to work in shelters in Special Services for Adults, Crisis Intervention Services, and the Emergency Assistance Units, as well as in the Crisis Unit, Family Hotel Program and Single Room Occupancy Program, in positions either with direct client contact or with responsibility for the supervision of employees with direct client contact.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,430	\$1,473

k. An assignment differential in the pro-rata annual amounts indicated below shall be continued to be paid to full-time per annum employees of Mayoral agencies paid as Secretary Level IIa, Police Administrative Aide, Senior Police Administrative Aide, Shop Clerk, or Clerical Associate Levels II or III who are assigned on a regular basis to prepare, reconcile, and code the time records directly utilized under the Payroll Management System to generate employee paychecks.

This differential shall be extended to cover full-time per annum employees of NYC H+H in the titles of Clerical Associate Levels Ia, Ib, II or III who perform the duties set forth above utilizing the codes directly utilized by the Automated Time and Leave System to generate employee paychecks.

To qualify for said differential, such assignment must constitute the majority of the employee's work duties. Employees shall *not* be eligible to receive both the "timekeeping differential" and the "payroll differential" at the same time nor shall employees currently receiving the "payroll differential" be permitted to claim eligibility for the "timekeeping differential."

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,235	\$1,272

l. An assignment differential in the pro-rata annual amounts set forth below shall be paid to each full-time Secretary IIa, Clerical Aide, or Clerical Associate Level Ia, Ib or II with five or more years of continuous service who is assigned to perform the duties of ward clerk in an inpatient nursing unit or employed in a Hospital Emergency Room.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$1,578	\$1,625

m. An assignment differential in the pro-rata annual amounts set forth below shall be paid to Secretary Level Ia, Ib, IIa or IIIa and Clerical Associates Levels Ia, Ib, II or III in the Office of the City Clerk who are assigned to issue marriage certificates in prisons and municipal hospitals.

<b>Effective</b>	<b>Effective</b>
<b>3/3/2010</b>	<b>9/3/2016</b>
\$895	\$922

n. An assignment differential in the pro-rata annual amounts set forth below shall be paid to Secretary Level Ia, Ib, IIa or IIIa, Clerical Aides and Clerical Associates Levels Ia, Ib, II or III

assigned to perform coding of death certificates in the Vital Statistics Unit of the Department of Health.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$1,235	\$1,272

- o.** An assignment differential in the pro-rata annual amounts set forth below shall be paid to Police Communication Technicians and Supervising Police Communication Technicians assigned to work on the Meridian and/ or TDD system.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$759	\$782

- p.** An assignment differential in the pro-rata annual amounts set forth below shall be paid to employees performing the duties of a "Shop Clerk" in the Department of Sanitation.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$895	\$922

- q.** An assignment differential in the pro-rata annual amounts set forth below shall be paid to clerical employees employed by H+H assigned to an Ambulatory Surgical Unit.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$895	\$922

- r.** An assignment differential in the pro rata annual amount set forth below shall be paid to an employee in the title of Eligibility Specialist Level III while assigned on a regular basis to perform duties of an Assistant to the Supervisor in a restructured Undercare group in an Income Support Center operating under the caseload system (see Article XXI, Section 4).

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$2,206	\$2,272

- s.** An assignment differential in the pro rata amount set forth below shall be paid to an employee in the title of Eligibility Specialist Level II while assigned on a regular basis to perform duties related to the "Family Health Plus Program" and "Child Health Plus Program" in the Community Applications Offices and Central Eligibility Division of HRA's Medical Assistance Program.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$1,225	\$1,262

- t.** An assignment differential in the pro rata amount set forth below shall be paid to an employee in the title of Clerical Associate (all levels) and Secretary (all levels) while assigned on a regular basis to perform duties in the Office of Payroll Administration.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$1,225	\$1,262

- u.** An assignment differential in the pro rata amount set forth below shall be paid to an employee in the title of Police Communication Technician while assigned on a regular basis to perform duties related to "6/WYRES" and "DARP".

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$1,225	\$1,262

- v.** An assignment differential in the pro-rata annual amount indicated below shall be established for employees of NYC H+H in the title of Enrollment Sales Representative Assistant who are assigned on a full-time basis as "Support Drivers" in MetroPlus.

<b>Effective</b>	<b>Effective</b>
<b><u>3/3/2010</u></b>	<b><u>9/3/2016</u></b>
\$1,055	\$1,087

- w.** Unless otherwise specified in this Agreement, the assignment differentials set forth in this Section 9 shall be continued only for the duration of the applicable assignment. In the event that an affected employee is removed from an eligible assignment, such assignment differential shall be discontinued. Payment of an assignment differential shall not be considered as a promotion or change in title.

**Section 10. Service Increments**

- a. For employees whose service increment became pensionable on or before March 3, 2008:**

- i.** The following service increments shall continue to be paid to employees in the classes of positions of Department Librarian, Department Senior Librarian, Department Supervising Librarian, and Department Principal Librarian based upon length of service in the occupational group.

<b>Years of Service</b>	<b><u>3/3/10</u></b>	<b><u>9/3/16</u></b>
After 5 years -	\$904	\$931
After 10 years -	\$1,811	\$1,865
(an additional)	(\$907)	(\$934)
After 15 years -	\$2,713	\$2,794
(an additional)	(\$902)	(\$929)

- ii.** The following service increments shall continue to be paid to employees assigned to the position of Eligibility Specialist Level I and II.

<b>Years of Service</b>	<b><u>3/3/10</u></b>	<b><u>9/3/16</u></b>
After 5 years	\$1,765	\$1,818

- iii.** The following service increments shall continue to be paid (in addition to the 15 year MCMEA/DCEA longevity) to employees assigned to the position of Eligibility Specialist Level III.

<b>Years of Service</b>	<b><u>3/3/10</u></b>	<b><u>9/3/16</u></b>
After 1 year	\$2,187	\$2,253
After 3 years	\$2,891 (+\$704)	\$2,978 (+\$725)

- iv.** The following service increments shall continue to be paid (in addition to the 15 year MCMEA/DCEA longevity) to employees in the classes of positions of Public Record Aide, Public Records Officer and Associate Public Records Officer.

<b>Years of Service In Title</b>	<b><u>3/3/10</u></b>	<b><u>9/3/16</u></b>
After 5 years	\$781	\$804
After 10 years	\$1,563 (+\$782)	\$1,610 (+\$806)

- v.** The following service increments shall continue to be paid (in addition to the 15 year MCEA/DCEA longevity) to employees in the title of Cashier.

<b>Years of Service In Title</b>	<b><u>3/3/10</u></b>	<b><u>9/3/16</u></b>
After 5 years	\$359	\$370
After 10 years	\$720 (+\$361)	\$742 (+\$372)
After 15 years	\$1,078 (+\$358)	\$1,110 (+\$368)

- vi.** Affected employees shall become eligible for such increments on the January 1st, April 1st, July 1st, or October 1st subsequent to said employee's anniversary date. Such service increment shall not be pensionable until the employee has received it for two (2) years.

- b. For employees whose service increment became pensionable after March 3, 2008:**

- i.** The following service increments shall continue to be paid to employees in the classes of positions of Department Librarian, Department Senior Librarian, Department Supervising Librarian, and Department Principal Librarian, based upon length of service in the occupational group.

<b>Years of Service</b>	<b><u>3/3/10</u></b>	<b><u>9/3/16</u></b>
After 5 years -	\$953	\$982
After 10 years -	\$1,910	\$1,967
(an additional)	(\$957)	(\$985)

After 15 years - \$2,861 \$2,947  
 (an additional) (\$951) (\$980)

ii. The following service increments shall continue to be paid to employees assigned to the position of Eligibility Specialist Level I and II.

**Years of Service** **3/3/10** **9/3/16**  
 After 5 years \$1,862 \$1,918

iii. The following service increments shall continue to be paid (in addition to the 15 year MCMEA/DCEA longevity) to employees assigned to the position of Eligibility Specialist Level III.

**Years of Service** **3/3/10** **9/3/16**  
 After 1 year \$2,307 \$2,376  
 After 3 years \$3,049 (+\$742) \$3,140 (+\$764)

iv. The following service increments shall continue to be paid (in addition to the 15 year MCMEA/DCEA longevity) to employees in the classes of positions of Public Record Aide, Public Records Officer and Associate Public Records Officer.

**Years of Service In Title** **3/3/10** **9/3/16**  
 After 5 years \$824 \$849  
 After 10 years \$1,648 (+\$824) \$1,697 (+\$848)

v. The following service increments shall continue to be paid (in addition to the 15 year MCEA/DCEA longevity) to employees in the title of Cashier.

**Years of Service In Title** **3/3/10** **9/3/16**  
 After 5 years \$379 \$390  
 After 10 years \$759 (+\$380) \$782 (+\$392)  
 After 15 years \$1,137 (+\$378) \$1,171 (+\$389)

vi. Effective March 3, 2017, the following service increments shall be paid (in addition to the 15 year MCEA/DCEA longevity) to employees in the title of Reporter/Stenographer.

**Years of Service In Title** **3/3/17**  
 After 7 years \$680  
 After 10 years \$1,410 (+\$730)

vii. Affected employees shall become eligible for such increments on the January 1st, April 1st, July 1st, or October 1st subsequent to said employee's anniversary date. Such service increment shall not be pensionable until the employee has received it for two (2) years.

c. In addition to the "service increments" provided in subsection 10(a)(i) and 10(b)(i) of this Article III which are based on *service in the occupational group*, the following increments shall be paid to employees in the titles set forth below based upon *service in the indicated title*:

i. For employees whose service increment became pensionable on or before March 3, 2008:

Title	Years of Service	3/3/10	9/3/16
Department Librarian Level I	after 2 years	\$781	\$804
	after 7 years	\$1,563	\$1,610
		(+\$782)	(+\$806)
Department Librarian Level II			

Department Senior Librarian

after 2 years \$1,171 \$1,206  
 after 5 years \$2,347 \$2,417  
 (+\$1,176) (+\$1,211)  
 after 7 years \$3,516 \$3,621  
 (+\$1,169) (+\$1,204)

Department Librarian Level III  
 Department Supervising Librarian

after 2 years \$1,406 \$1,448  
 after 5 years \$2,815 \$2,899  
 (+\$1,409) (+\$1,451)  
 after 7 years \$4,219 \$4,346  
 (+\$1,404) (+\$1,447)

Department Librarian Level IV

Department Principal Librarian

after 2 years - \$1,563 \$1,610  
 after 5 years - \$3,128 \$3,222  
 (+\$1,565) (+\$1,612)  
 after 7 years - \$4,688 \$4,829  
 (+\$1,560) (+\$1,607)

ii. For employees whose service increment became pensionable after March 3, 2008:

Title	Years of Service	3/3/10	9/3/16
Department Librarian Level I	after 2 years	\$824	\$849
	after 7 years	\$1,648	\$1,697
		(+\$824)	(+\$848)
Department Librarian Level II			
Department Senior Librarian	after 2 years	\$1,235	\$1,272
	after 5 years	\$2,475	\$2,549
		(+\$1,240)	(+\$1,277)
	after 7 years	\$3,708	\$3,819
		(+\$1,233)	(+\$1,270)
Department Librarian Level III			
Department Supervising Librarian	after 2 years	\$1,483	\$1,527
	after 5 years	\$2,969	\$3,058
		(+\$1,486)	(+\$1,531)
	after 7 years	\$4,450	\$4,584
		(+\$1,481)	(+\$1,526)

Department Librarian Level IV			
Department Principal Librarian			
	after 2 years -	\$1,648	\$1,697
	after 5 years -	\$3,299	\$3,398
		(+\$1,651)	(+\$1,701)
	after 7 years -	\$4,944	\$5,092
		(+\$1,645)	(+\$1,694)

**Section 11. Longevity Increment:**

- a. Employees with 15 years or more of "City" service in pay status (except those eligible for a service increment pursuant to Section 10(a) and (b)) shall receive a longevity increment of \$800 per annum.
- b. The rules for eligibility for the longevity increment described above in Section 11(a), shall be set forth in Appendix A of this Agreement and are incorporated by reference herein.

**Section 12. Recurring Increment Payment**

- a. Full-time employees in the following titles/levels shall be eligible to receive the Recurring Increment Payments ("RIP") set forth below:

Covered Titles/Levels:

- Associate Public Records Officer
- Associate Word Processor
- Administrative Assistant (CFB)
- Call Center Representative
- Cashier
- Clerical Associate Levels II, III, IV and Iva
- Customer Communications Specialist
- Department Librarian, Levels I, II, III and IV
- Department Senior Librarian
- Department Supervising Librarian
- Department Principal Librarian
- Office Aide III
- Office Associate
- Paralegal Aide
- Police Administrative Aide
- Police Communications Technician
- Public Records Aide
- Public Records Officer
- Reporter/Stenographer, Level IA and II
- Secretary Levels IIa, IIb, IIIa, IIIb and IV
- Secretary (CCRB) Level I, II
- Senior Police Administrative Aide
- Shop Clerk
- Stenographer/Secretary Levels II and III
- Stenographer/Secretarial Associate Levels I and II
- Supervising Police Communications Technician
- Technical Support Aide Levels 1b, II and III
- Word Processor Level III

Years of City Service	Effective 3/3/10		Effective 9/3/11		Effective 9/3/12	
	Increment	Total RIP	Increment	Total RIP	Increment	Total RIP
After 6 Years -	\$728	\$728	\$735	\$735	\$742	\$742
After 9 Years -	\$728	\$1,456	\$735	\$1,470	\$742	\$1,484
After 12 Years -	\$733	\$2,189	\$740	\$2,210	\$747	\$2,231
After 15 Years -	\$394	\$2,583	\$398	\$2,608	\$402	\$2,633
After 18 Years -	\$843	\$3,426	\$851	\$3,459	\$860	\$3,493

Years of City Service	Effective 9/3/13		Effective 9/3/14		Effective 9/3/15	
	Increment	Total RIP	Increment	Total RIP	Increment	Total RIP
After 6 Years -	\$749	\$749	\$760	\$760	\$779	\$779
After 9 Years -	\$749	\$1,498	\$760	\$1,520	\$779	\$1,558
After 12 Years -	\$754	\$2,252	\$765	\$2,285	\$784	\$2,342
After 15 Years -	\$406	\$2,658	\$412	\$2,697	\$422	\$2,764
After 18 Years -	\$869	\$3,527	\$882	\$3,579	\$904	\$3,668

Years of City Service	Effective 9/3/16		Effective 3/3/17	
	Increment	Total RIP	Increment	Total RIP
After 6 Years -	\$802	\$802	\$827	\$827
After 9 Years -	\$802	\$1,604	\$827	\$1,654

After 12 Years -	\$808	\$2,412	\$838	\$2,492
After 15 Years -	\$435	\$2,847	\$480	\$2,972
After 18 Years -	\$931	\$3,778	\$1,006	\$3,978

- b. Effective March 3, 2017, full-time per annum and full-time per diem employees in the following titles/levels shall be eligible to receive the RIP set forth below:

Covered Titles

- Analyst (Campaign Finance Board) Level I
- Chief Office Assistant
- Clerical Aide
- Client Navigator
- Correction Administrative Aide
- Customer Information Representative
- Eligibility Specialist
- Enrollment Sales Representative
- Enrollment Sales Representative Assistant
- Enrollment Sales Representative (Medicare)
- Equipment Control Planner (Hospitals)
- Interpreter (incl. spec.)
- Legal Secretarial Assistant Level I
- Office Aide (Typing) Level I, II
- Office Assistant
- Office Machine Aide
- Reporter/Stenographer (DA) Level I
- Secretary Ia, Ib
- Senior Office Appliance Maintainer
- Senior Secretary
- Statistical Secretary (OMB)
- Stenographer/Secretary Level I

Years of City Service	Effective 3/3/17	
	Increment	Total RIP
After 6 Years -	\$370	\$370
After 9 Years -	\$372	\$742
After 12 Years -	\$425	\$1,167
After 15 Years -	\$445	\$1,612
After 18 Years -	\$900	\$2,512

- c. The RIPs shall be based upon years of City service and shall be paid in addition to the longevity increment set forth in Section 11. RIPs shall be payable on the January 1, April 1, July 1, or October 1 subsequent to the qualifying employee's anniversary date, subject to the rules for eligibility set forth in Appendix B of this Agreement.

**Section 13. Uniform Allowance**

Employees in the titles of Police Communications Technician and Supervising Police Communications Technician shall be paid the per annum uniform allowance as set forth below. This uniform allowance shall not apply to any time period during which the requirement to wear a uniform was suspended.

Effective 3/3/10	Effective 9/3/16	Effective 3/3/17
\$100	\$103	\$300 (+\$197)

**Section 14. Supplemental Increment Payment**

- a. Effective March 3, 2010, the following title/level shall be eligible to receive the Supplemental Increment Payment set forth below:

Office Aide, Level I \*

Years of Service	3/3/10		9/3/11		9/3/12	
	Increment	Total	Increment	Total	Increment	Total
After 1 year through 5 years	\$966	\$966	\$976	\$976	\$986	\$986

Years of Service	9/3/13		9/3/14		9/3/15		9/3/16	
	Increment	Total	Increment	Total	Increment	Total	Increment	Total
After 1 year through 5 years	\$996	\$996	\$1,011	\$1,011	\$1,036	\$1,036	\$1,067	\$1,067

\* Only individuals employed by the Brooklyn Public Library, the New York Public Library, or the Queens Borough Public Library.

Only full-time per annum and full-time per diem employees in the above title shall be eligible to receive the Supplemental Increment Payment set forth above. The supplemental increment shall be based upon years of City ("Library") service and shall be paid after 1 year of service through 5 years of service. The supplemental increment shall be payable January 1, April 1, July 1, or October 1 subsequent to the qualifying employee's anniversary date, and shall be subject to the rules set forth in Appendix B ("RIPs") of this Agreement.

#### ARTICLE IV - WELFARE FUND

##### Section 1.

- a. In accordance with the election by the Union pursuant to the provisions of Article XIII of the Citywide Agreement between the City of New York and related public employers and District Council 37, AFSCME, AFLCIO, the Welfare Fund provisions of the 1995-2001 Citywide Agreement, as amended or any successor agreement(s) thereto, shall apply to Employees covered by this Agreement.
- b. When an election is made by the Union pursuant to the provisions of Article XIII, Section 1(b), of the Citywide Agreement between the City of New York and related public employers and District Council 37, AFSCME, AFLCIO, the provisions of Article XIII, Section 1(b) of the 1995-2001 Citywide Agreement, as amended or any successor agreement(s) thereto, shall apply to Employees covered by this Agreement, and when such election is made, the Union hereby waives its right to training, education and/or legal services contributions provided in this Agreement, if any. In no case shall the single contribution provided in Article XIII, Section 1(b) of the 1995-2001 Citywide Agreement, as amended or any successor agreement(s) thereto, exceed the total amount that the Union would have been entitled to receive if the separate contributions had continued.

##### Section 2.

The Unions agree to provide welfare fund benefits to domestic partners of covered employees in the same manner as those benefits are provided to spouses of married covered employees.

##### Section 3.

In accordance with the Health Benefits Agreement dated January 11, 2001, each welfare fund shall provide welfare fund benefits equal to the benefits provided on behalf of an active employee to widow(er)s, domestic partners and/or children of any employee who dies in the line of duty as that term is referenced in Section 12-126(b)(2) of the New York City Administrative Code. The cost of providing this benefit shall be funded by the Stabilization Fund.

##### Section 4.

This Agreement incorporates the terms of the May 5, 2014 Letter Agreement regarding health savings and welfare fund contributions between the City of New York and the Municipal Labor Council, as appended to this agreement.

##### Section 5.

This Agreement incorporates the terms of the January 12, 2017 Letter Agreement regarding welfare fund contributions, as appended to this agreement.

#### ARTICLE V - PRODUCTIVITY AND PERFORMANCE

##### Introduction

Delivery of municipal services in the most efficient, effective and courteous manner is of paramount importance to the Employer and the Union. Such achievement is recognized to be a mutual obligation of both parties within their respective roles and responsibilities. To achieve and maintain a high level of effectiveness, the parties hereby agree to the following terms:

##### Section 1. Performance Levels

- a. The Union recognizes the Employer's right under the New York City Collective Bargaining Law to establish and/or revise performance standards or norms notwithstanding the existence of prior performance levels, norms or standards. Such standards, developed by usual work measurement procedures, may be used to determine acceptable performance levels, to prepare work schedules and to measure the performance of each employee or group of employees. Notwithstanding the above, questions concerning the practical impact that decisions on the above matters have on employees are within the scope of collective bargaining. The Employer will give the Union prior notice of the establishment and/or revision of performance standards or norms hereunder.

- b. Employees who work at less than acceptable levels of performance may be subject to disciplinary measures in accordance with applicable law.

##### Section 2. Supervisory Responsibility

- a. The Union recognizes the Employer's right under the New York City Collective Bargaining Law to establish and/or revise standards for supervisory responsibility in achieving and maintaining performance levels of supervised employees for employees in supervisory positions listed in Article I, Section 1, of this Agreement. Notwithstanding the above, questions concerning the practical impact that decisions on the above matters have on employees are within the scope of collective bargaining. The Employer will give the Union prior notice of the establishment and/or revision of standards for supervisory responsibility hereunder.
- b. Employees who fail to meet such standards may be subject to disciplinary measures in accordance with applicable law.

##### Section 3. Training For Improved Effectiveness and Efficiency

- a. The parties agree to cooperate in the development and implementation of a training program to improve the effectiveness and efficiency of employees and enhance their job satisfaction, including but not limited to the following:
  - i. Upgrading of work skills such as typing, transcribing, shorthand, secretarial techniques, telephone techniques, machine operation, meeting and servicing the public, etc;
  - ii. Language development of bilingual employees for improved service to the public;
  - iii. High School equivalency training;
  - iv. Supervisory responsibilities and techniques;
  - v. Preparation for advancement and upgrading.
- b. A maximum of twenty (20) hours per year of training in an approved training course may be required of each employee by the Employer. Onehalf of any required time shall be during working hours and onehalf outside of working hours on the employee's own time. Approved courses shall be those conducted by the DC 37 AFSCME Education Fund or those conducted by the Employer for which the employee is eligible.
- c. The training fund provided in Article III of this Contract shall be utilized by the DC 37 AFSCME Education Fund to assist in achieving the above goals for employees covered by such funds.
- d. Failure to complete a required training course without just cause shall be deemed a failure to meet performance standards for the purpose of Section 1 of this Article.

##### Section 4. - Orientation and Training

The parties recognize the Employer's right to give any permanent employee appointed or assigned to new duties orientation and training during working hours as to the duties and responsibilities of his or her new position or assignment.

##### Section 5. Performance Compensation

The Union acknowledges the Employer's right to pay additional compensation for outstanding performance.

The Employer agrees to notify the Union of its intent to pay such additional compensation.

#### ARTICLE VI - GRIEVANCE PROCEDURE

##### Section 1. - Definition:

The term "Grievance" shall mean:

- a. A dispute concerning the application or interpretation of the terms of this Agreement;
- b. A claimed violation, misinterpretation or misapplication of the rules or regulations, written policy or orders of the Employer applicable to the agency which employs the grievant affecting terms and conditions of employment; provided, disputes involving the Personnel Rules and Regulations of the City of New York or the Rules and Regulations of NYC Health + Hospitals with respect to those matters set forth in the first paragraph of Section 7390.1 of the Unconsolidated Laws shall not be subject to the grievance procedure or arbitration;
- c. A claimed assignment of employees to duties substantially different from those stated in their job specifications;
- d. A claimed improper holding of an open-competitive rather than a promotional examination;
- e. A claimed wrongful disciplinary action taken against a permanent employee covered by Section 75(1) of the Civil Service Law or a permanent employee covered by the Rules and Regulations of

NYC Health + Hospitals upon whom the agency head has served written charges of incompetence or misconduct while the employee is serving in the employee's permanent title or which affects the employee's permanent status.

- f. Failure to serve written charges as required by Section 75 of the Civil Service Law or the Rules and Regulations of NYC Health + Hospitals upon a permanent employee covered by Section 75(1) of the Civil Service Law or a permanent employee covered by the Rules and Regulations of NYC Health + Hospitals where any of the penalties (including a fine) set forth in Section 75(3) of the Civil Service Law have been imposed.
- g. A claimed wrongful disciplinary action taken against an eligible provisional employee of a Mayoral agency who has served without a break in service for two years in the same or similar title or related occupational group in the same agency on a full-time per annum or full-time per diem basis and assigned regularly to work the normal, full-time work week established for that title.
- h. A claimed wrongful disciplinary action taken against an employee appointed pursuant to Rule 3.2.11 of the Personnel Rules and Regulations of the City of New York who has served continuously for two years in the same or similar title or related occupational group in the same agency.
- i. A claimed wrongful disciplinary action taken against a full-time non-competitive employee with one year of service in title, except for employees during the period of a mutually agreed upon extension of probation.

### **Section 2.**

The Grievance Procedure, except for grievances as defined in Sections l(d), 1(e), and 1(g) of this Article, shall be as follows:

Employees may at any time informally discuss with their supervisors a matter which may become a grievance. If the results of such a discussion are unsatisfactory, the employees may present the grievance at **Step I**.

All grievances must be presented in writing at all steps in the grievance procedure. For all grievances as defined in Section l(c), no monetary award shall in any event cover any period prior to the date of the filing of the **Step I** grievance unless such grievance has been filed within thirty (30) days of the assignment to alleged out-of-title work. No monetary award for a grievance alleging a miscalculation of salary rate resulting in a payroll error of a continuing nature shall be issued unless such grievance has been filed within the time limitation set forth in **Step I** below for such grievances; if the grievance is so filed, any monetary award shall in any event cover only the period up to six years prior to the date of the filing of the grievance.

**Step I** The employee and/or the Union shall present the grievance in the form of a memorandum to the person designated for such purpose by the agency head no later than 120 days after the date on which the grievance arose except that grievances alleging a miscalculation of salary rate resulting in a payroll error of a continuing nature shall be presented no later than 120 days after the first date on which the grievant discovered the payroll error. The employee may also request an appointment to discuss the grievance and such request shall be granted. The person designated by the Employer to hear the grievance shall take any steps necessary to a proper disposition of the grievance and shall issue a determination in writing by the end of the third work day following the date of submission.

**NOTE:** *The following STEP I(a) shall be applicable only in NYC H+H in the case of grievances arising under Sections 1(a), 1(b), 1(c) and 1(f) of this Article and shall be applied prior to STEP II of this Section:*

**STEP I(a)** An appeal from an unsatisfactory determination at **Step I** shall be presented in writing to the person designated by the agency head for such purpose. The appeal must be made within five (5) work days of the receipt of the **Step I** determination. A copy of the grievance appeal shall be sent to the person who initially passed upon the grievance. The person designated to receive the appeal at this Step shall meet with the employee and/or the Union for review of the grievance and shall issue a determination to the employee and/or the Union by the end of the fifth work day following the day on which the appeal was filed.

**STEP II** An appeal from an unsatisfactory determination at **STEP I** or **STEP I(a)**, where applicable, shall be presented in writing to the agency head or the agency head's designated representative who shall not be the same person designated in **STEP I**. The appeal must be made within five (5) work days of the receipt of the **STEP I** or **STEP I(a)** determination. The agency head or designated

representative, if any, shall meet with the employee and/or the Union for review of the grievance and shall issue a determination in writing by the end of the tenth work day following the date on which the appeal was filed.

**STEP III** An appeal from an unsatisfactory determination at **STEP II** shall be presented by the employee and/or the Union to the Commissioner of Labor Relations in writing within ten (10) work days of the receipt of the **STEP II** determination. The grievant or the Union should submit copies of the **STEP I** and **STEP II** grievance filings and any agency responses thereto. Copies of such appeal shall be sent to the agency head. The Commissioner of Labor Relations or the Commissioner's designee shall review all appeals from **STEP II** determinations and shall issue a determination on such appeals within fifteen (15) work days following the date on which the appeal was filed.

**STEP IV** An appeal from an unsatisfactory determination at **STEP III** may be brought solely by the Union to the Office of Collective Bargaining for impartial arbitration within fifteen (15) work days of receipt of the **STEP III** determination. In addition, the Employer shall have the right to bring directly to arbitration any dispute between the parties concerning any matter defined herein as a "grievance". The Employer shall commence such arbitration by submitting a written request therefor to the Office of Collective Bargaining. A copy of the notice requesting impartial arbitration shall be forwarded to the opposing party. The arbitration shall be conducted in accordance with the Title 61 of the Rules of the City Of New York. The costs and fees of such arbitration shall be borne equally by the Union and the Employer. The arbitrator's decision, order or award (if any) shall be limited to the application and interpretation of the Agreement, and the arbitrator shall not add to, subtract from or modify the Agreement. The arbitrator's award shall be final and binding and enforceable in any appropriate tribunal in accordance with Article 75 of the Civil Practice Law and Rules. The arbitrator may provide for and direct such relief as the arbitrator deems necessary and proper, subject to the limitations set forth above and any applicable limitations of law.

### **Section 3.**

As a condition to the right of the Union to invoke impartial arbitration set forth in this Article, including the arbitration of a grievance involving a claimed improper holding of an open-competitive rather than a promotional examination, the employee or employees and the Union shall be required to file with the Director of the Office of Collective Bargaining a written waiver of the right, if any, of the employee and the Union to submit the underlying dispute to any other administrative or judicial tribunal except for the purpose of enforcing the arbitrator's award.

### **Section 4.**

- a. Any grievance under Section l(d) relating to a claimed improper holding of an open-competitive rather than a promotional examination shall be presented in writing by the employee or the Union representative to the Commissioner of Labor Relations not later than thirty (30) days after the notice of the intention to conduct such open-competitive examination, or copy of the appointing officer's request for such open-competitive examination, as the case may be, has been posted in accordance with Section 51 of the Civil Service Law. The grievance shall be considered and passed upon within ten (10) days after its presentation. The determination shall be in writing, copies of which shall be transmitted to both parties to the grievance upon issuance.
- b. A grievance relating to the use of an open-competitive rather than a promotional examination which is unresolved by the Commissioner of Labor Relations may be brought to impartial arbitration as provided in Sections 2 and 3 above. Such a grievance shall be presented by the Union, in writing, for arbitration within 15 days of the presentation of such grievance to the Commissioner of Labor Relations, and the arbitrator shall decide such grievance within 75 days of its presentation to the arbitrator. The party requesting such arbitration shall send a copy of such request to the other party. The costs and fees of such arbitration shall be borne equally by the Employer and the Union.

### **Section 5. Disciplinary Procedure for Employees Subject to Section 75**

In any case involving a grievance under Section l(e) of this Article, the following procedure shall govern upon service of written charges of incompetence or misconduct:

**STEP A** Following the service of written charges, a conference with such employee shall be held with respect to such charges by the person designated by the agency head to

review a grievance at **STEP I** of the Grievance Procedure set forth in this Agreement. The employee may be represented at such conference by a representative of the Union. The person designated by the agency head to review the charges shall take any steps necessary to a proper disposition of the charges and shall issue a determination in writing by the end of the fifth day following the date of the conference.

If the employee is satisfied with the determination in **STEP A** above, the employee may choose to accept such determination as an alternative to and in lieu of a determination made pursuant to the procedures provided for in Section 75 of the Civil Service Law or the Rules and Regulations of NYC Health + Hospitals. As a condition of accepting such determination, the employee shall sign a waiver of the employee's right to the procedures available to him or her under Sections 75 and 76 of the Civil Service Law or the Rules and Regulations of the Health and Hospitals Corporation.

**STEP B(i)** If the employee is not satisfied with the determination at **STEP A** above then the Employer shall proceed in accordance with the disciplinary procedures set forth in Section 75 of the Civil Service Law or the Rules and Regulations of NYC Health + Hospitals. As an alternative, the Union with the consent of the employee may choose to proceed in accordance with the Grievance Procedure set forth in this Agreement, including the right to proceed to binding arbitration pursuant to **STEP IV** of such Grievance Procedure. As a condition for submitting the matter to the Grievance Procedure the employee and the Union shall file a written waiver of the right to utilize the procedures available to the employee pursuant to Sections 75 and 76 of the Civil Service Law or the Rules and Regulations of NYC Health + Hospitals or any other administrative or judicial tribunal, except for the purpose of enforcing an arbitrator's award, if any. Notwithstanding such waiver, the period of an employee's suspension without pay pending hearing and determination of charges shall not exceed thirty (30) days.

**STEP B(ii)** If the election is made to proceed pursuant to the Grievance Procedure, an appeal from the determination of **STEP A** above, shall be made to the agency head or designated representative. The appeal must be made in writing within five (5) work days of the receipt of the determination. The agency head or designated representative shall meet with the employee and the Union for review of the grievance and shall issue a determination to the employee and the Union by the end of the tenth work day following the day on which the appeal was filed. The agency head or designated representative shall have the power to impose the discipline, if any, decided upon, up to and including termination of the accused employee's employment. In the event of such termination or suspension without pay totaling more than thirty (30) days, the Union with the consent of the grievant may elect to skip **STEP C** of this Section and proceed directly to **STEP D**.

**STEP C** If the grievant is not satisfied with the determination of the agency head or designated representative the grievant or the Union may appeal to the Commissioner of Labor Relations in writing within ten (10) days of the determination of the agency head or designated representative. The Commissioner of Labor Relations shall issue a written reply to the grievant and the Union within fifteen (15) work days.

**STEP D** If the grievant is not satisfied with the determination of the Commissioner of Labor Relations, the Union with the consent of the grievant may proceed to arbitration pursuant to the procedures set forth in **STEP IV** of the Grievance Procedure set forth in this Agreement.

#### **Section 6. Disciplinary Procedure for Provisional Employees**

In any case involving a grievance by an employee under Section 1g of this Article, all terms of the "Disciplinary Procedure for Provisional Employees", as set forth in the agreements between DC 37 and the City of New York dated August 30, 2011 and April 27, 2018, appended to this agreement, shall govern.

#### **Section 7. Disciplinary Procedure for Non-Competitive Employees**

In any case involving a grievance under Sections 1(i) of this Article, the following procedures shall apply upon service of charges of incompetence or misconduct.

The provisions contained in this section shall not apply to any of the following categories of employees covered by this contract:

- a. Per diem employees.
- b. Temporary employees.
- c. Probationary employees.
- d. Trainees, provisionals.
- e. Non-competitive employees with less than one year of service in the title.
- f. Competitive class employees.
- g. Employees covered by section 75(1) of the Civil Service Law or Section 7:5:1 of the Rules and Regulations of NYC Health+ Hospitals.
- h. Non-competitive employees hired under Personnel Rule 3.2.1 or Section 3:3:3 or 3:3:4 of the NYC Health + Hospitals Personnel Rules and Regulations.

**Step I(n)** - Following the service of written charges upon an employee a conference shall be held with respect to such charges by a person who is designated by the agency head to review such charges. The employee may be represented at such conference by a representative of the Union. The person designated by the agency head to review the charges shall take any steps necessary to a proper disposition of the charges and shall issue a decision in writing by the end of the fifth day following the date of the conference.

**Step II(n)** - If the employee is dissatisfied with the decision in the step I above, he may appeal such decision. The appeal must be within five (5) working days of the receipt of such decision. Such appeal shall be treated as a grievance appeal beginning with step II of the Grievance Procedure set forth herein.

*Note:* The foregoing provision shall not be available to employees who are returned to duty pursuant to a "last chance agreement" as referenced in the attached side-letter.

#### **Section 8.**

A grievance concerning a large number of employees and which concerns a claimed misinterpretation, inequitable application, violation or failure to comply with the provisions of this Agreement may be filed directly at **STEP III** of the grievance procedure except that a grievance concerning employees of NYC Health + Hospitals may be filed directly at **STEP II** of the grievance procedure. Such "group" grievance must be filed no later than 120 days after the date on which the grievance arose, and all other procedural limits, including time limits, set forth in this Article shall apply. All other individual grievances in process concerning the same issue shall be consolidated with the "group" grievance.

#### **Section 9.**

If a determination satisfactory to the Union at any level of the Grievance Procedure is not implemented within a reasonable time, the Union may reinstitute the original grievance at **STEP III** of the Grievance Procedure; or if a satisfactory **STEP III** determination has not been so implemented, the Union may institute a grievance concerning such failure to implement at **STEP IV** of the Grievance Procedure.

#### **Section 10.**

If the Employer exceeds any time limit prescribed at any step in the Grievance Procedure, the grievant and/or the Union may invoke the next step of the procedure, except that only the Union may invoke impartial arbitration under **STEP IV**.

#### **Section 11.**

The Employer shall notify the Union in writing of all grievances filed by employees, all grievance hearings, and all determinations. The Union shall have the right to have a representative present at any grievance hearing and shall be given forty-eight (48) hours' notice of all grievance hearings.

#### **Section 12.**

Each of the steps in the Grievance Procedure, as well as time limits prescribed at each step of this Grievance Procedure, may be waived by mutual agreement of the parties.

#### **Section 13.**

A non-Mayoral agency not covered by this Agreement but which employs employees in titles identical to those covered by this Agreement may elect to permit the Union to appeal an unsatisfactory determination received at the last step of its Grievance Procedure prior to arbitration on fiscal matters only to the Commissioner of Labor Relations. If such election is made, the Union shall present its appeal to the Commissioner of Labor Relations in writing within ten (10) work days of the receipt of the last step determination. The Union should submit copies of the grievance filings at the prior steps of its Grievance Procedure and any agency responses thereto. Copies of such appeals shall be sent to the agency head. The Commissioner of Labor Relations, or the Commissioner's designee, shall review all such appeals and

answer all such appeals within fifteen (15) work days. An appeal from a determination of the Commissioner of Labor Relations may be taken to arbitration under procedures, if any, applicable to the non-Mayoral agency involved.

#### **Section 14.**

The grievance and the arbitration procedure contained in this Agreement shall be the exclusive remedy for the resolution of disputes defined as "grievances" herein. This shall not be interpreted to preclude either party from enforcing the arbitrator's award in court. This Section shall not be construed in any manner to limit the statutory rights and obligations of the Employer under Article XIV of the Civil Service Law.

#### **Section 15.**

Notwithstanding any other provision of this Agreement, the parties agree that Section 1(c) of this Article VI shall be available to any employee who claims to be aggrieved by an alleged assignment of any City employee, whether within or without the collective bargaining unit defined in Article I, Section 1 of this Agreement, to clerical duties which are stated in the aggrieved employee's job specifications **but are substantially different from the duties stated in the job specifications for the title held by such other City employee.** Light duty assignments of permanent City employees, within or without the collective bargaining unit defined in Article I, Section 1 of this Agreement, who have been certified by the appropriate procedures, shall be excluded from this provision. Grievances arising pursuant to this provision may be taken directly to **STEP IV** of Section 2 of this Article VI upon election by the Union.

#### **Section 16. Expedited Arbitration Procedure.**

- a. The parties agree that there is a need for an expedited arbitration process which would allow for the prompt adjudication of grievances as set forth below.
- b. The parties voluntarily agree to submit matters to final and binding arbitration pursuant to the New York City Collective Bargaining Law and under the jurisdiction of the Office of Collective Bargaining. An arbitrator or panel of arbitrators, as agreed to by the parties, will act as the arbitrator of any issue submitted under the expedited procedure herein.
- c. The selection of those matters which will be submitted shall include, but not limited to, out-of-title cases concerning all titles, disciplinary cases wherein the proposed penalty is a monetary fine of one week or less or written reprimand, and other cases pursuant to mutual agreement by the parties. The following procedures shall apply:

##### **i. SELECTION AND SCHEDULING OF CASES:**

- (1) The Deputy Chairperson for Disputes of the Office of Collective Bargaining shall propose which cases shall be subject to the procedures set forth in this Section 16 and notify the parties of proposed hearing dates for such cases.
- (2) The parties shall have ten business days from the receipt of the Deputy Chairperson's proposed list of cases and hearing schedule(s) raise any objections thereto.
- (3) If a case is not proposed by the Deputy Chairperson for expedited handling, either party may, at any time prior to the scheduling of an arbitration hearing date for such case, request in writing to the other party and to the Deputy Chairperson of Disputes of the Office of Collective Bargaining that said case be submitted to the expedited procedure. The party receiving such request shall have ten business days from the receipt of the request to raise any objections thereto.
- (4) No case shall be submitted to the expedited arbitration process without the mutual agreement of the parties.

##### **ii. CONDUCT OF HEARINGS:**

- (1) The presentation of the case, to the extent possible, shall be made in the narrative form. To the degree that witnesses are necessary, examination will be limited to questions of material fact and cross examination will be similarly limited. Submission of relevant documents, etc., will not be unreasonably limited and may be submitted as a "packet" exhibit.
- (2) In the event either party is unable to proceed with hearing a particular case, the case shall be rescheduled. However, only one adjournment shall be permitted. In the event that either party is unable to proceed on a second occasion, a default judgment may be entered against the adjourning party at the Arbitrator's discretion absent good cause shown.

- (3) The Arbitrator shall not be precluded from attempting to assist the parties in settling a particular case.
- (4) A decision will be issued by the Arbitrator within two weeks. It will not be necessary in the Award to recount any of the facts presented. However, a brief explanation of the Arbitrator's rationale may be included. Bench decisions may also be issued by the Arbitrator.
- (5) Decisions in this expedited procedure shall not be considered as precedent for any other case nor entered into evidence in any other forum or dispute except to enforce the Arbitrator's award.
- (6) The parties shall, whenever possible, exchange any documents intended to be offered in evidence at least one week in advance of the first hearing date and shall endeavor to stipulate to the issue in advance of the hearing date.

#### **ARTICLE VII - BULLETIN BOARDS: EMPLOYER FACILITIES**

The Union may post notices on bulletin boards in places and locations where notices usually are posted by the Employer for the employees to read. All notices shall be on Union stationery, and shall be used only to notify employees of matters pertaining to Union affairs. Upon request to the responsible official in charge of a work location, the Union may use Employer premises for meetings during employees' lunch hours, subject to availability of appropriate space and provided such meetings do not interfere with the Employer's business.

#### **ARTICLE VIII - NO STRIKES**

In accordance with the New York City Collective Bargaining Law, as amended, neither the Union nor any employee shall induce or engage in any strikes, slowdowns, work stoppages, mass absenteeism, or induce any mass resignations during the term of this Agreement.

#### **ARTICLE IX - CITYWIDE ISSUES**

This Agreement is subject to the provisions, terms and conditions of the Agreement which has been or may be negotiated between the City and the Union recognized as the exclusive collective bargaining representative on Citywide matters which must be uniform for specified employees, including the employees covered by this Agreement.

Employees in Rule X titles shall receive the benefits of the *Citywide Agreement* unless otherwise specifically excluded herein.

#### **ARTICLE X - UNION ACTIVITY**

Time spent by employee representatives in the conduct of labor relations with the City and on Union activities shall be governed by the terms of Executive Order No. 75, as amended, dated March 22, 1973, entitled "Time Spent on the Conduct of Labor Relations between the City and its Employees and on Union Activity" or any other applicable Executive Order.

#### **ARTICLE XI - LABOR-MANAGEMENT COMMITTEE**

##### **Section 1.**

The Employer and the Union, having recognized that cooperation between management and employees is indispensable to the accomplishment of sound and harmonious labor relations, shall jointly maintain and support a labor-management committee in each of the agencies having at least fifty employees covered by this Agreement.

##### **Section 2.**

Each labor-management committee shall consider and recommend to the agency head changes in the working conditions of the employees within the agency who are covered by this Agreement. Matters subject to the Grievance Procedure shall not be appropriate items for consideration by the labor-management committee.

##### **Section 3.**

Each labor-management committee shall consist of six members who shall serve for the term of this Agreement. The Union shall designate three members and the agency head shall designate three members. Vacancies shall be filled by the appointing party for the balance of the term to be served. Each member may designate one alternate. Each committee shall select a chairperson from among its members at each meeting. The chairpersonship of each committee shall alternate between the members designated by the agency head and the members designated by the Union. A quorum shall consist of a majority of the total membership of a committee. A committee shall make its recommendations to the agency head in writing.

##### **Section 4.**

The labor-management committee shall meet at the call of either the Union members or the Employer members at times mutually agreeable to both parties. At least one week in advance of a meeting the party calling the meeting shall provide, to the other party, a written agenda of matters to be discussed. Minutes shall be kept and copies supplied to all members of the committee.

**ARTICLE XII - FINANCIAL EMERGENCY ACT**

The provisions of this Agreement are subject to applicable provisions of law, including the New York State Financial Emergency Act for the City of New York as amended.

**ARTICLE XIII - APPENDICES**

The Appendix or Appendices, if any, attached hereto and either referenced herein or initialed by the undersigned shall be deemed a part of this Agreement as if fully set forth herein.

**ARTICLE XIV - SAVINGS CLAUSE**

In the event that any provision of this Agreement is found to be invalid, such invalidity shall not impair the validity and enforceability of the remaining provisions of this Agreement.

**ARTICLE XV - CONTRACTING - OUT CLAUSE**

The problem of "Contracting Out" or "Farming Out" of work normally performed by personnel covered by this Agreement shall be referred to the Labor-Management Committee as provided for in Article XI of this Agreement.

**ARTICLE XVI - SENIORITY**

In all agencies where seniority is used as the basis for differentiation among a given group of employees in the same title, seniority among such group of employees shall be determined by the date of permanent appointment to the title, except where otherwise provided in this Agreement or by law.

**ARTICLE XVII - PHYSICAL WORKING CONDITIONS**

The Employer agrees to provide for all Mayoral agencies and NYC H+H employees covered by this Agreement, the following:

- a. Adequate, clean, structurally safe and sanitary working facilities shall be provided for all employees.
- b. Where necessary, first aide chests, adequately marked and stocked shall be provided by the Employer in sufficient quantity for the number of employees likely to need them and such chests shall be reasonably accessible to the employee.
- c. If the size of the affected staff warrants, a lounge area in:
  - i. a building where the Employer moves into newly rented offices;
  - ii. a newly constructed building owned by the Employer; and
  - iii. Employer offices in existence at the time of the signing of the Contract where space is available.
- d. A sufficient supply of typewriters and other necessary equipment.

**ARTICLE XVIII - NEW EQUIPMENT**

Where new equipment which must be operated by employees in the bargaining unit is installed in Mayoral agencies during the term of this Agreement, the Employer agrees to reopen this Agreement for the sole purpose of negotiating with the Union on the practical impact, if any, such equipment has on the affected employees. Such negotiation shall not delay or prevent the installation and continued operation of the equipment. Agreement reached on a pay differential, if any, shall be paid retroactively to the date the affected employees first were assigned to the equipment, including any required period of training. Such negotiations shall be subject to the impasse procedures of the New York City Collective Bargaining Law.

**ARTICLE XIX - POSTING OF VACANCIES**

The Employer agrees that when vacancies in the titles covered by this Agreement in Mayoral agencies and NYC H+H are authorized to be filled, and the agency with vacancies decides to fill them, a notice of such vacancies shall be posted in all relevant areas by the agency involved at least four (4) days prior to filling, except when such vacancy is to be filled on an emergency basis.

**ARTICLE XX - CIVIL SERVICE AND CAREER DEVELOPMENT**

A joint committee composed of representatives of the Office of Management and Budget, the Office of Labor Relations, the Department of Citywide Administrative Services, NYC H+H, and the Union shall meet to study problems related to career development and retention of personnel, and, where deemed necessary, make recommendations to the appropriate City officials.

**ARTICLE XXI - SPECIAL PROVISIONS APPLICABLE TO EMPLOYEES IN INCOME MAINTENANCE****Section 1.**

Except for temporary special projects or for limited periods of time the immediate supervision of Clerks assigned to the Income Maintenance function shall be performed by Clerical-Administrative supervisory employees.

**Section 2.**

Positions evaluated in Clerical-Administrative occupational groups shall not be filled by personnel in the title of Case Aide.

**Section 3. Caseload**

- a. In Income Support Centers *operating pursuant to the caseload system*, the Employer shall hire sufficient Eligibility Specialists Level III ("ES IIIs") to permit the equalization of the caseloads of ES IIIs working in Undercare Units at such individual IS Centers to a maximum level of 175 cases per ES III. The caseload level shall be calculated by dividing the aggregate number of active cases assigned to all of the Undercare Units at such individual IS Center by the total number of ES III positions assigned to all of the Undercare Units.
- b. Once sufficient ES IIIs have been hired to permit the initial equalization of caseloads to a level of 175 in the Undercare Units at an individual IS Center *operating pursuant to the caseload system*, the Employer shall equalize caseloads in such Undercare Units at said IS Center to a maximum level of 175 cases per ES III every six months. The number of cases which comprise a caseload may fluctuate during the six month interval between such equalizations. The workers shall be supplied, on a monthly basis, with a printout of each case and their distribution.
- c. The frequency of equalizations shall be the subject of future agency level labor/management discussions.
- d. The Employer will supply sufficient staff so that uncovered caseloads will be covered as quickly as practicable following the date on which such caseloads were deemed to be uncovered.
- e. Each ES III in an Undercare Unit who is assigned to a caseload, shall be assigned and required to perform a maximum of thirty-six (36) face-to-face recertifications per month. HRA procedures governing the pre-scheduling of recertifications scheduled to occur during an employee's vacation and those procedures governing the work performed by "emergency workers" shall not be modified by this section.
- f. **Definitions:**
  - i. The term "caseload" shall mean those cases which have been assigned by the Employer to an ES III working in an Undercare Unit of IS Centers operating pursuant to the caseload system. Suffixes shall be counted as one case.
  - ii. The term "equalize/equalization" shall mean the adjustment of the caseloads assigned to ES IIIs in the Undercare Units of individual IS Centers to a maximum level of 175 cases.
  - iii. The term "uncovered caseload" shall mean those cases which were assigned to ES IIIs who were terminated, retired, resigned, or off payroll in excess of 23 work days.
- g. The side letter agreement between Alan R. Viani, on behalf of DC 37 AFSCME, and Bruce McIver, on behalf of the City of New York, dated June 15, 1981, which is known to the parties as the "Caseload Agreement" is hereby terminated.
- h. The side letter agreement between Robert W. Linn, on behalf of the City of New York, and Victor Gotbaum, on behalf of DC 37 AFSCME, dated June 26, 1985, and incorporated by reference into "1984-87 Municipal Coalition Economic Agreement" is hereby terminated.
- i. Nothing contained herein shall limit or diminish the Employer's or the Union's rights pursuant to §12-307(b) of the New York City Collective Bargaining Law, except as specifically provided herein.
- j. The provisions of this Section 3 may be modified by the mutual written consent of the parties.

**Section 4. Income Support Units Reorganization**

- a. An employee in the title of Eligibility Specialist Level III who is assigned on a regular basis to perform duties of an Assistant to the Supervisor in a restructured Undercare group in an Income Support Center *operating under the caseload system* shall assist Supervisor in reviewing processes actions (e.g. recertifications, emergency grants and budgeting of income); assist in monitoring timely completion of actions (e.g. recertifications, referrals from Homeless Diversion Teams and Fair Hearings); assist in tracking of actions returned to staff for correction and timely completion; and assist in training.
- b. An employee in the title of Eligibility Specialist Level III while assigned on a regular basis to perform duties of an Assistant to the Supervisor in a restructured Undercare group in an Income Support Center operating under the caseload system shall not be assigned or required to perform more than thirty (30) face-to-face recertifications per month; shall not be required evaluate subordinate staff, handle disciplinary matters or sign off on time sheets; and shall not be assigned to perform the duties of an "E-Worker."

- c.
- i. A labor/management committee shall meet regularly to discuss and resolve issues related to the implementation of the income support reorganization.
  - ii. Should the combined monthly number of recertifications and applications performed by ES IIIs in the restructured Undercare units increase beyond the thirty-six (36) face-to-face recertifications performed by ES IIIs under the current Undercare structure, the parties shall reopen discussions regarding impact.
  - iii. The union may ask for a review by the Deputy Commissioner for Income Support Operations of assignments to Assistant to Supervisor positions which appear arbitrary but such review shall not be subject to the grievance/arbitration procedures.
  - iv. HRA shall provide the union with monthly statistics on recertifications and applications performed by ES IIIs.
  - v. Any issues concerning the application of the Quarterly Reporting System ("QRS") will be referred to center-based labor/management committees.
- d. The provisions of this Section 4 may be modified by the mutual written consent of the parties.

## ARTICLE XXII - SPECIAL PROVISIONS APPLICABLE TO EMPLOYEES IN THE DEPARTMENT OF SOCIAL SERVICES

### Section 1. - Hours and Schedules

- a. One full uninterrupted duty free hour shall be allowed for lunch for all employees except in emergencies. Authorized and ordered time worked during the lunch hour under emergencies shall be considered time worked. Such authorizations shall be in writing.
- b. The Department, when administratively possible, shall grant an alternate work schedule to an employee who requests such schedule for good and sufficient reason. The decision on such request shall be made by the agency head or his designee. Rejection of such request shall be subject to the grievance machinery.
- c. In the scheduling of vacations pursuant and subject to established vacation policy and procedures, all authorized vacation picks for employees shall be by seniority in Civil Service title, including all uninterrupted provisional and temporary time. Choice for employees assigned to work units which required unit-wide coverage shall be determined by title seniority among employees in the respective unit. Choice for employees assigned to work units which require location-wide coverage shall be determined by title seniority among employees in the respective locations. Choice for employees assigned to work units which required broader coverage shall be determined by title seniority among affected employees.
- d. When an employee is ordered to report to Central Office or any other location at any time other than his regular duty hours, such time spent shall be considered time worked.

### Section 2. Personnel Practices

New employees and employees returning from leave-without-pay status who are not paid on the first pay day after their appointment shall, upon request, receive an advance each pay day in an amount equal to the amount specified in Procedure DSS 72-35, as amended.

### Section 3. Transportation and Reimbursement

Employees shall be reimbursed for actual expense for transportation in the field, on bus, subway, or elevated lines over the fastest route of such transportation when the distance to be traveled by any mode is six city blocks or the equivalent.

### Section 4. Union-Management Relations

- a. The agency will make known and deliver to the Union prior to implementation all written statements or policy or procedure applicable to employees covered by this Agreement.
- b. Upon request to the chief administrative officer of a Department of Social Services work location, the Union Chapter shall be permitted to meet within the location during the lunch hour provided that facilities for such a meeting are available without curtailing or disrupting ongoing activities. Union officials may attend such meetings.
- c. The Department will grant superseniority in all involuntary transfers to one duly designated and registered Union representative in each work location in the Department, except the Bureau of Medical Assistance at 330 West 34th Street where five such representatives shall be granted such superseniority, one of whom shall be designated as Chief Union Representative. For the purposes of this Section 4, a work location shall be defined as a Bureau, Division, Social Service Center, or other premises used

by the Department where more than twenty-five (25) employees work.

- d. The Department will provide the Union with a seniority list every three (3) months for all employees covered by this Contract.

### Section 5. Transfer of Personnel

#### a. DEFINITIONS OF TERMS USED IN THIS SECTION:

- i. **TRANSFER:** The term "transfer" shall mean the shifting of an employee from one Bureau, Division, Social Service Center or other premises used by the Department of Social Services to another, without any significant change in duties, responsibilities and remuneration, except that no initial assignment of newly appointed employees, after an initial period of training, shall be a transfer.
- ii. **SENIORITY:** The term "seniority" shall mean an employee's service in his present permanent title, including uninterrupted provisional service and temporary Civil Service. However, provisional employees in the same title shall have secondary seniority in title based on length of service in that title.
- iii. **HARDSHIP:** The term "hardship" shall mean an undue burden to an employee resulting from a proposed involuntary transfer which results in:
  - (1) An increase in travel time to fifty-five (55) minutes or more if the employee is a City resident;
  - (2) An increase in travel time to one and one-quarter (1-1/4) hours or more if the employee is not a City resident;
  - (3) Serious family problems, personal and/or medical.
- iv. **TRAVEL TIME:** The term "travel time" shall mean running time established by the Transit Authority and/or any private carrier.
- v. **VOLUNTARY TRANSFER REQUEST LIST:** The term "voluntary transfer request list" shall mean a list maintained by the Department of Social Services of all requests for transfers made by employees. All voluntary transfer requests shall expire at the end of the calendar year except for those submitted in the last three (3) months of the year. The requests shall remain in effect during the following calendar year.
- vi. **NORMAL TRANSFER:** The term "normal transfer" shall mean a transfer which is made on a routine basis to meet normal staffing requirements.
- vii. **NEW LOCATION TRANSFER:** The term "new location transfer" shall mean a transfer which is made to staff a new location which may be utilized by the Employer for the delivery of service.
- viii. **REORGANIZATION TRANSFER:** The term "reorganization transfer" shall mean a transfer which is made pursuant to the reorganization of the Department of Social Services to effectuate the separation of social service functions from income maintenance functions or any other reorganization.

#### b. TRANSFER PROCEDURES:

When the Employer decides it is necessary to transfer employees in any title into or out of a particular work location or locations, such transfers shall be made in accordance with the following provisions:

- i. **NORMAL TRANSFERS:** The following order of priority for normal transfers shall be followed, provided that the Employer may establish requirements limited to specialized skills or specialized training:
  - (1) **Voluntary Transfers:**
    - (a) Employees from the voluntary transfer request list in order of date of submission of transfer requests.
    - (b) Any additional volunteers in seniority order.
  - (2) **Involuntary Transfers:**
    - (a) Non-volunteers by inverse order of seniority, except employees who fall within the subsections (b) through (f) below, shall for purposes of this Section 5(b)(2), be the last to be involuntarily transferred. If employees who fall within subsections (b) through (f) below are transferred involuntarily they shall be transferred in the order of subsections (b) through (f) below.
    - (b) Employees under extended probation or special evaluatory supervision who have received written notice of such status.

- (c) Travel hardship cases.
  - (d) Employees with less than six (6) months of service in a title.
  - (e) Employees who have been transferred twice within the past twelve (12) months.
  - (f) Medical and personal hardships.
- ii. **NEW LOCATION TRANSFERS:** When the Employer decides it is necessary to open a new location and transfer employees to such location, the following procedure shall be followed:
- (1) Volunteers shall be solicited to fill vacancies provided that the Employer may establish requirements for such vacancies limited to time-in-service, and specialized skills or specialized training. Volunteers meeting the requirements, if any, shall be transferred in order of seniority.
  - (2) If the Employer is unable to adequately staff a new location pursuant to Section 5(b)(ii)(1) above, the remaining vacancies shall be filled pursuant to the involuntary transfer provisions of Section 5(b)(i)(2) provided that the Employer may establish requirements for such vacancies limited to time-in-service, and specialized skills or specialized training.
- iii. **REORGANIZATION TRANSFERS:** Priority to remain in the location shall be granted first to employees who have been involuntarily transferred twice within the past twelve (12) months. Secondary priority to remain in the location will be granted to other employees in seniority order.
- (1) Employees who are to be transferred shall be given a list of vacancies which are to be filled. The Employer may establish requirements for certain vacancies limited to time-in-service, and specialized skills or specialized training. The employees shall have the right in seniority order to select any such vacancy for which he meets the requirements, if any.
  - (2) Transfers made according to the provisions of this Section 5(b)(iii), entitled Reorganization Transfers, shall take precedence over the voluntary transfer request list provided for in Section 5(b)(i)(1)(a), entitled Normal Transfers.
- c. **LIMITATIONS:**
- i. The Employer shall grant normal transfers from the voluntary transfer request list on a regular routine basis. Such transfers may not be granted to employees falling within the priority categories listed in Sections 5(b)(i)(2)(b), 5(b)(i)(2)(d) and 5(b)(i)(2)(f). Notwithstanding the preceding limitations, employees who have been involuntarily transferred twice within the last twelve (12) months may be granted a voluntary transfer.
  - ii. The employer shall have the right to transfer an employee on an emergency basis for not more than fifteen (15) working days.
  - iii. Transfers for medical reasons which are certified by the Medical Welfare Administrator shall not be subject to the provisions of this Article.
  - iv. The Employer shall not transfer any employee as a penalty without the presentation of charges in accordance with established disciplinary procedures.
  - v. Travel hardship cases shall be judged by the Department of Social Services based upon the employees last official address on file with the Department's personnel bureau. Employees notifying the Department's personnel bureau of a change in address shall receive a receipt attesting to the fact that they have filed the necessary changes.
  - vi. Not less than once every two (2) weeks, the Employer shall furnish to the Union a list of all vacancies filled by transfer or promotions since the previous list.
  - vii. Employees to be transferred involuntarily, pursuant to Section 5(b)(i) (Normal Transfer) or Section 5(b)(ii) (New Location Transfers) shall be given a list of vacancies which are to be filled. The Employer may establish requirements for certain vacancies limited to time-in-service, and specialized skills or specialized training. The employee shall have the right, in seniority order to select any such vacancy for which he/she meets the requirements, if any.
  - viii. In the event that claimed hardship is invalidated or disallowed by the Employer the matter shall be subject

to the grievance procedure directly to Step II or, at the option of the Union, directly to arbitration.

### ARTICLE XXIII - SPECIAL PROVISIONS APPLICABLE TO THE POLICE DEPARTMENT

#### Section 1.

Vacation picks shall be offered to employees in order of their seniority in title.

#### Section 2.

The parties agree that if the Police Commissioner requires a uniform to be worn by the Police Administrative Aides and Senior Police Administrative Aides the parties shall reopen this Agreement solely as to this matter.

#### Section 3.

At the work location, where lockers and space are available, the Department will furnish lockers to civilians. It may be necessary that more than one person be assigned to a locker. Subsequently, should any of the lockers so assigned be required for police officers, they will be relinquished. This decision will be made by the unit commander or supervisor, but such decision shall not be made arbitrarily or capriciously.

#### Section 4.

The Police Department will supply to the Union all changes in the Patrol Guide.

#### Section 5.

Seniority shall be a factor to be weighted together with other factors usually considered in filling vacancies, making schedules, and determining assignments.

### ARTICLE XXIV - SPECIAL PROVISIONS APPLICABLE TO NYC HEALTH + HOSPITALS

*{Not applicable to "Enrollment Sales Representative" title series}*

#### Section 1.

Sick Leave shall be used only for personal illness, injury or disability of the employee or for the purpose of securing medical or dental treatment. In this connection any visit by an employee to the Employees Health Service or clinics except for an emergency shall be charged to sick leave; a visit for an emergency shall not be charged to sick leave.

#### Section 2.

When an employee is required by the institution to wear a uniform or smock, the institution shall provide the employee with three (3) such uniforms or smocks per year.

#### Section 3. - TRANSFER POLICY:

##### a. POSTING:

At least five (5) working days prior to the filling of a vacancy which the institution or central office location is authorized to fill and decides to fill, notice of such vacancy shall be posted on the bulletin board and a copy of such posting given to the local Union representative of that institution or central office location. The posting shall include a functional job description and may include specialized skills or knowledge not inconsistent with the job specifications. The vacancy shall be for specific hours and work days if so stated but in no event shall such work schedule be considered permanent.

Within five (5) working days of the posting of such notice, any qualified employee wishing to volunteer for such vacancy shall submit a written memorandum to the Personnel Director of the institution or central office location where the vacancy occurs, stating name, title, present position, length of time on staff and in a brief statement any other data which he/she believes to be relevant.

##### b. SENIORITY:

The term seniority as used in this Article shall mean an employee's service in his/her present permanent title, including uninterrupted provisional service and temporary Civil Service. However, provisional employees with more than one year of service in the title shall have secondary seniority in title based on length of service in the title. Secondary seniority shall mean that after consideration is given to permanent per annum employees who voluntarily request transfer between hospitals, change of shift, or change of work week schedule, consideration shall be given to provisional employees with more than one year of service who voluntarily request transfer between hospitals, change of shift or change of work week schedule.

##### c. CHANGE OF WORK WEEK SCHEDULE WITHIN A UNIT:

i. Any vacancy resulting from the filling of the posted vacancy shall be filled by means to be determined by the institution,

consistent with applicable law and NYC H + H Personnel Rules and Regulations. This subsection is applicable where all of the following conditions exist and is to be utilized for the filling of the posted vacancy.

- (1) A unit of clerical-administrative employees provides coverage for two or more distinct work week schedules (i.e. days of the week) and where a rotation schedule is not used.
- (2) A vacancy which the institution is authorized to fill and decides to fill occurs on one of the work week schedules within the unit and is posted.
- (3) A clerical-administrative employee in the unit in the same title as the vacancy and on a different work week schedule from the vacancy, requests to fill that vacancy on the different work week schedule.
- (4) An employee who is on his/her probationary period following permanent appointment from the Civil Service list or a provisional employee with less than one year of service in his/her current title shall not be covered by the provisions of this Section 3(c).

- ii. If applications are received from employees with a satisfactory work record within the unit in the title to be filled on another work week schedule, and the applicants are found to be qualified, the most senior qualified applicant shall have his/her work week schedule changed to the one noted in the vacancy posting; however, if changes are directed out of seniority such changes shall not be arbitrary and capricious. Qualifications may include specialized skills or knowledge not inconsistent with the job specifications.

**d. TRANSFERS BETWEEN HOSPITALS:**

When a vacancy is to be filled by voluntary transfer between hospitals, it shall be made on the basis of greatest seniority in the hospital or other work location from among per annum employees in the same title as the vacancy who are qualified. Involuntary transfers shall be made on the basis of least seniority within a hospital. However, if transfers are directed out of seniority such transfers should not be arbitrary and capricious. Any complaint with respect to such transfers shall constitute a grievance subject to the grievance procedure under this Contract.

An employee who is on his/her probationary period following permanent appointment from the Civil Service list or a provisional employee with less than one year of service in his/her current title shall not be covered by the provisions of this Section 3(d).

**e. CHANGE OF TOUR WITHIN A UNIT:**

i. This Section is applicable where all of the following conditions exist and is to be utilized only for the filling of the posted vacancy. Any vacancy resulting from the filling of the posted vacancy shall be filled by means to be determined by the institution, consistent with applicable law and NYC H + H Personnel Rules and Regulations.

- (1) A unit of clerical-administrative employees provides coverage for two or more tours (i.e., day, evening, night tours) and where a rotation schedule is not used.
- (2) A vacancy which the agency is authorized to fill and decides to fill occurs on one of the tours within the unit and is posted.
- (3) A clerical-administrative employee in the unit in the same title as the vacancy and on a different tour from the one noted in the vacancy posting, requests to fill that vacancy on the different tour.
- (4) An employee who is on his/her probationary period following permanent appointment from the Civil Service list or a provisional employee with less than one year of service in his/her current title shall not be covered by the provisions of this Section 3(e).

- ii. If applications are received from employees with a satisfactory work record within the unit in the title to be filled who are on another tour, and the applicants are found to be qualified, the most senior qualified applicants shall have his/her tour changed to the one noted in the vacancy posting; however, if changes are directed out of seniority, such changes shall not be arbitrary and capricious. Qualifications may include specialized skills or knowledge not inconsistent with the job specifications.

**Section 4.**

In the event that an employee is subject to undue hardship as a result of a payroll error of one week or more shortage solely the fault of the Employer, an attempt will be made to provide an advance pay order to alleviate the hardship.

**Section 5.**

During the peak vacation period as defined in Article V, Section 2(b) of the *Citywide Agreement*, seniority shall be the governing factor in determining vacations picks.

**ARTICLE XXV - SPECIAL PROVISIONS APPLICABLE TO THE DEPARTMENT OF SANITATION**

Seniority shall be a consideration with other factors to be considered (such as, but not limited to, location and availability of personnel) in the scheduling of vacations, the filling of vacancies that the Department of Sanitation has decided to fill and has the authority to fill, and the selection of employees for work shift assignments.

**WHEREFORE, we have hereunto set our hands and seals this 20th day of August, 2018**

**FOR THE CITY OF NEW YORK AND RELATED PUBLIC EMPLOYERS AS DEFINED HEREIN:**      **FOR DISTRICT COUNCIL 37, AFSCME, AFL-CIO:**

**BY: \_\_\_\_\_/s/\_\_\_\_\_**      **BY: \_\_\_\_\_/s/\_\_\_\_\_**  
**ROBERT W. LINN**      **HENRY GARRIDO**  
 Commissioner of Labor Relations      Executive Director

**FOR NYC HEALTH + HOSPITALS:**

**BY: \_\_\_\_\_/s/\_\_\_\_\_**  
**ANDREA G. COHEN**  
 Vice President for Labor Relations and  
 General Counsel

**APPROVED AS TO FORM:**

**BY: \_\_\_\_\_/s/\_\_\_\_\_**  
**ERIC EICHENHOLZ**  
 Acting Corporation Counsel

**UNIT: 2010-2017 Clerical Agreement**  
**TERM: March 3, 2010 – September 25, 2017**

**Appendix A**

**Longevity Increment Eligibility Rules**

The following rules shall govern the eligibility of employees for the longevity increments provided for in Article III, Section 11 of the *2010-2017 Clerical Agreement*:

- 1. Only service in pay status shall be used to calculate the 15 years of service, except that for other than full time per annum employees only a continuous year of service in pay status shall be used to calculate the 15 years of service. A continuous year of service shall be a full year of service without a break of more than 31 days. Where the regular and customary work year for a title is less than a twelve month year, such as a school year, such regular and customary year shall be credited as a continuous year of service counting towards the 15 years of service. If the normal work year for an employee is less than the regular and customary work year for the employee's title, it shall be counted as a continuous year of service if the employee has customarily worked that length work year and the applicable agency verifies that information.
- 2. Service in pay status prior to any breaks in service of more than one year shall not be used to calculate the 15 years of service. Where an employee has less than seven years of continuous service in pay status, breaks in service of less than one year shall be aggregated. Where breaks in service aggregate to more than one year they shall be treated as a break in service of more than one year and the service prior to such breaks and the aggregated breaks shall not be used to calculate the 15 years of service. No break used to disqualify service shall be used more than once.
- 3. The following time in which an employee is not in pay status shall not constitute a break in service as specified in paragraph 2 above:
  - a. Time on a leave approved by the proper authority which is consistent with the Personnel Rules and Regulations of the City of New York or the appropriate personnel authority of a covered organization.
  - b. Time prior to a reinstatement.
  - c. Time on a preferred list pursuant to Civil Service Law Sections 80 and 81 or any similar contractual provision.
  - d. Time not in pay status of 31 days or less.

Notwithstanding the above, such time as specified in subsections a, b and c above shall not be used to calculate the 15 years of service.

4. Once an employee has completed the 15 years of "City" service in pay status and is eligible to receive the \$800 longevity increment, the \$800 shall become part of the employee's base rate for all purposes except as provided in paragraph 5 below.
5. The \$800 longevity increment shall not become pensionable until fifteen months after the employee begins to receive such \$800 increment. Fifteen months after the employee begins to receive the \$800 longevity increment, such \$800 longevity increment shall become pensionable and as part of the employee's base rate, the \$800 longevity increment shall be subject to the general increases provided in Article III, Sections 3(b)(i)(1) through 3(b)(i)(6) of this Agreement.

**Appendix B**

The following rules shall govern the eligibility of Employees for the Recurring Increment Payment ("RIP") provided for in Article III, Section 12 of the 2010-2017 Clerical Agreement.

1. Only service in pay status shall be used to calculate the qualifying years of service. A continuous year of service shall be a full year of service without a break of more than 31 days. Where the regular and customary work year for a title is less than a twelve month year, such as a school year, such regular and customary year shall be credited as a continuous year of service counting towards the qualifying years of service. If the normal work year for an employee is less than the regular and customary work year for the employee's title, it shall be counted as a continuous year of service if the employee has customarily worked that length work year and the applicable agency verifies that information.
2. Part-time employees shall be ineligible to receive RIPs, but prior part-time service shall be credited to full-time employees on a pro rata basis, provided all other terms and conditions set forth herein are met.
  - a. An employee must have regularly worked at least one half the regular hours of full time employees in the same title or if no full-time equivalent title exists then at least 17-1/2 hours for white collar positions or 20 hours for blue collar positions.
  - b. Such part time service shall be prorated by dividing the number of hours worked per week by a part-time employee by the number of hours worked per week by a full-time employee in the same title. If no full-time equivalent title exists then the divisor shall be 35 hours for white collar positions or 40 hours for blue collar positions.
3. Service in pay status prior to a break in service of more than one year shall **not** be used to calculate the qualifying years of service.
4. The following time in which an Employee is not in pay status shall not constitute a break in service, but such time shall **not** be used to calculate the qualifying years of service:
  - a. time on a leave approved by the proper authority which is consistent with the Personnel Rules and Regulations of the City of New York or the appropriate personnel authority of a covered organization,
  - b. time prior to a reinstatement,
  - c. time on a preferred or recall list, and
  - d. time not in pay status of 31 days or less.
5. RIPs shall be considered a salary adjustment for the purposes of Article III, Section 1(d) of this Agreement and the maximum salary of an eligible title shall not constitute a bar to the payment thereof.
6. Once an Employee has qualified for a RIP and is receiving it, the RIP shall become part of the Employee's base rate and included in calculating all salary based payments, except as provided in Paragraph 7 below. Any future negotiated general increases shall be applied to RIPs.
7. A RIP shall not become pensionable until two years after the Employee begins to receive such RIP.

← s4

Agency: Department of Sanitation  
 Description of services sought: Citywide Fire Alarm Systems Repair and Maintenance  
 Start date of the proposed contract: 7/1/2019  
 End date of the proposed contract: 6/30/2024  
 Method of solicitation the agency intends to utilize: Competitive Sealed Bid  
 Titles of Personnel in substantially similar titles within agency: None  
 Headcount of personnel in substantially similar titles within agency: 0

← s4

**CHANGES IN PERSONNEL**

BOARD OF ELECTION POLL WORKERS FOR PERIOD ENDING 07/27/18							
NAME		TITLE	NUM	SALARY	ACTION	PROV EFF DATE	AGENCY
ISALY	SARA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
ISLAM	FARIDA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
ISLAM	FATEMA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
ISLAM	LUBANA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
ISLAM	SHOMPA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JAMI	SAFI	T 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JANI	HARSHA	N 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JANKE	JANET	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JEAN PIERRE	JULEBEERT	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JENKINS	AMELIA	L 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JERSKY	CELIA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JEWEL	JASMINE	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JIMENEZ	MARIA	E 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOBITY	PATRICIA	E 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOHN	RAJAN	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOHNSON	CANDI	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOHNSON	EVANINA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOHNSON	JAMES	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOHNSON	JERREL	J 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JONES	KATHLEEN	M 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JONES	MALIKA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOSEPH	WILDY	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOURA	JOSEPHIN	D 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JOYCE-ZERBI	ERIKA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JUGMOHAN	HARNARIN	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
JUMAN	FAREZA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KACZMAREK	PAUL	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KALYANKAR	EMANUEL	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KANTRO	ELLEN	J 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KARIM	SALIK	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KARIM	SHAZEDA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KARSHNER	ELIJAH	N 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300

BOARD OF ELECTION POLL WORKERS FOR PERIOD ENDING 07/27/18							
NAME		TITLE	NUM	SALARY	ACTION	PROV EFF DATE	AGENCY
KASHEM	MOHAMMED	A 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KAUFMAN	KENNETH	J 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KAUR	JASBIR	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KELLY	CAROLINE	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KELLY	TIMOTHY	L 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KELSEY	DIETRA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KELSON	PARRIS	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KHAN	BIBI	S 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KHAN	REAZ	N 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KHANDOKAR	MD SHAFI	A 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KIM	JAEBYONG	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KIM	PAUL	C 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KLEIN	KEVIN	W 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KLINGER	NELLY	P 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KNUTSEN	MATTHEW	J 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KOCHER	AMBER	E 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KONG	FAN YIN	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KOSTUN	MALGORZA	A 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KOVACICH	LINDA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
KREBUSHEVSKI	KERIANNA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LABARBERA	BRITTANY	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LABOY	ANGELINA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LAKTAEVA	INDIRA	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LARODE	TAMMIE	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LASKAR	FARUQ	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LAWSON	PATRICIA	A 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEE	JUNGWOO	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEE	LINDLEY	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEE	MARI	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEE	SHIU JAN	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEE	TING YUE	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEIBOVITZ	RINIA	D 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEMKE	DONALD	W 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEMPPEL	JOYCE	E 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LENNON	PAULA	A 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEON	CHRISTOP	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEONARD	ELLEEN	F 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LERNER	ELEANOR	S 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEVENSON	JOANNE	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LEWIS-WHITSON	REBECCA	A 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LIM	HYUNJUN	D 9POLL		\$1.0000	APPOINTED	YES 01/01/18	300
LIM	JANE	9POLL		\$1.0000	APPOINTED	YES 01/01/18	300

**MAYOR'S OFFICE OF CONTRACT SERVICES**

**■ NOTICE**

Notice of Intent to Issue New Solicitation(s) Not Included in FY 2019 Annual Contracting Plan and Schedule

**NOTICE IS HEREBY GIVEN** that the Mayor will be issuing the following solicitation(s) not included in the FY 2019 Annual Contracting Plan and Schedule that is published, pursuant to New York City Charter § 312(a):

LIN	CHAN CHU	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LIN	HONGZHOU	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LIN	XUEYAN	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LIU	BYRON	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LIU	FENG	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LIU	SIYU	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LO	NGA YU	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LOGAN	HYACINTH M	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300
LOPOLITO	STEVEN	9POLL	\$1.0000	APPOINTED	YES	01/01/18	300

BOARD OF ELECTION POLL WORKERS  
FOR PERIOD ENDING 07/27/18

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	AGENCY
LOVELL	SHAWN	L	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
LOW-ALI	VANESSA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
LUCAS	TENIA	R	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
LUCIEN	BLANCA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
LURCH	MATTHEW		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
LUTCHMAN	MARIAH	T	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
LY	WILLIAM		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MA	TAT SHIN		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAAS	KEITH	R	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MACCELLARO	ANTONIA	L	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAGSISI	ROY	T	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAHABIN	NAZIA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAHER	JOSEPH	M	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAHON	LISA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAIDA	DYLAN		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MALLETT	SHERRI		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MALTZ	BENJAMIN	A	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAMDORA	DAKSHA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MANALANG TAMEAS	LISA		9POLL	\$1.0000	APPOINTED	YES	07/18/18 300
MANN	NICOLE		9POLL	\$1.0000	APPOINTED	YES	07/01/18 300
MANSUETTO	CAROLINE		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARCILLO	EDWIN		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARCINIAK	JOHN		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARINELLI	JEROME	D	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTE	CAMERON		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTE	LAURY		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTIN	ANNMARIE	P	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTIN	MICHELE	L	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTINEZ	ESMERALD		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTINEZ	KATIUSCA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTINEZ	MARIA	J	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARTINEZ	SANDRA	E	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MARUDO	NANCY		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MATHESON	SIRILAK		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MATHEWS	MELISSA		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MATOS	SALLY		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MATSUURA	REIKO		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MATTES	DEMETRIO	J	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAURO	LUCY	S	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAY	JEANNIE	M	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAYERS	IESHA	D	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MAYES	KEVIN	D	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MCCARTHY	ROBERT	W	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MCFARLANE	DANIEL		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MCGILL	ERIN	A	9POLL	\$1.0000	APPOINTED	YES	01/01/18 300
MCGINTY	ELAN		9POLL	\$1.0000	APPOINTED	YES	01/01/18 300

Copies of the RFEI can be obtained at the Agency's website <https://www.nycgovparks.org/opportunities/concessions/rfps-rfbs-rfeis>, the City Record's website, [www.nyc.gov/cityrecord](http://www.nyc.gov/cityrecord), and at the Olmsted Center Annex, Flushing Meadows-Corona Park, Flushing, NY 11368 during the hours of 9:00 A.M. to 4:00 P.M., Monday - Friday until September 28, 2018.

MWBE goals will not be required for the RFEI.

To manage your vendor name and commodity codes on file with the City of New York, please go to New York City's Procurement and Sourcing Solutions Portal (PASSPort), at <https://a858-login.nyc.gov/osp/a/t1/auth/saml2/sso>. To manage or update your email, address or contact information, please go to New York City's Payee Information Portal, at <https://a127-pip.nyc.gov/webapp/PRDPCW/SelfService>.

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. Kylie Murphy (718) 760-6855; [rfpsubmissions@parks.nyc.gov](mailto:rfpsubmissions@parks.nyc.gov)*

• s4

**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 EMAIL 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.**



**CITYWIDE ADMINISTRATIVE SERVICES**

■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that a Contract Public Hearing will be held on Thursday, September 13, 2018, at 1 Centre Street, Mezzanine, Borough of Manhattan, commencing at 10:00 A.M. on the following:

IN THE MATTER OF eight (8) proposed contracts between the City of New York Department of Citywide Administrative Services and the contractors listed below, for the provision of providing Professional Development Training Services at DCAS. The term of the contracts shall be two years from written notice to proceed, with a two-year renewal option.

Contractor/Address	E-PIN #	Amount	Service Area
Gotham Culture 25 Broadway, 9th Floor, New York, NY 10004	85618P0042031	\$99,154.96	6, 7
Cook Box 884 West End Avenue, #124, New York, NY 10025	85618P0042032	\$41,748.90	6
Mentor Global 2033 Gateway Place, Suite 500, San Jose, CA 95110	85618P0042033	\$50,218.45	6
Laurie Carey Consulting, 6 Kaylor Court, Cold Spring Harbor, NY 11724-1902	85618P0042034	\$129,917.62	6, 7
Jan M Walton Facilitated Learning 29 Deer Trail S., Greenwood, NY 10925	85618P0042035	\$28,305.22	7

**LATE NOTICE**

**PARKS AND RECREATION**

**CONTRACTS**

■ SOLICITATION

*Construction/Construction Services*

**REQUEST FOR EXPRESSIONS OF INTEREST AND INFORMATION FOR MODULAR STANDARD COMFORT STATIONS** - Request for Information - PIN# 84619RFEI001 - Due 9-30-18 at 11:59 P.M.

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. As part of this effort, Parks and Recreation is pleased to announce the following Request for Expressions of Interest and Information for Modular Standard Comfort Stations. The City seeks to advance its understanding of modular construction and its potential application, challenges and effectiveness to New York City Parks' comfort stations at various Parks, located in the five boroughs of New York City.

Green Silk Associates LLC. 10440 Queens Boulevard, Apartment 5J, Forest Hills, NY 11375-8131	85618P0042036	\$47,175.37	7
4 Forward 59-710 Coronation Avenue, Ottawa, Ontario K1G4G7	85618P0042037	\$46,966.02	1
Wildfire Strategies, LLC 528 Stellar Avenue, Pelham, NY 10803	85618P0042038	\$117,301.69	6,7

The proposed contractors have been selected by Competitive Sealed Proposal Method, pursuant to Section 3-03 of the Procurement Policy Board Rules.

Draft copies of the proposed contracts are available for public inspection, at the Department of Citywide Administrative Services, Agency Purchasing, 1 Centre Street, 18th Floor, New York, NY 10007, from September 4, 2018 to September 13, 2018, Monday to Friday, excluding holidays, from 10:00 A.M. to 4:00 P.M. Contact Roman Gofman, at (212) 386-6283 or email: rgofman@dcas.nyc.gov.

**IN THE MATTER OF** ten (10) proposed contracts between the City of New York Department of Citywide Administrative Services and the contractors listed below, for the provision of providing Professional Development Training Services at DCAS. The term of the contracts shall be two years from written notice to proceed, with a two-year renewal option.

Contractor/Address	E-PIN #	Amount	Service Area
Jeryl R. Quinn (Driving Improved Results) 14003 Spring Drive Clarks Summit, PA 18411	85618P0042011	\$402,615.30	1, 2, 3, 5, 6, 7
Norma Brecker, Ph.D. Human Resource Consulting 502 Salem Street Paramus, NJ 07652	85618P0042012	\$362,007.58	1, 2, 3, 4, 5, 7
American Management Association International 1601 Broadway New York, NY 10017	85618P0042013	\$435,475.05	1, 2, 3, 4, 5, 6, 7
Madison Consulting Group Inc. 41 Madison Avenue New York, NY 10012-2345	85618P0042014	\$157,733.43	1, 2, 4
Executive Essentials LLC. 75 Duffield Drive South Orange, NJ 07079	85618P0042015	\$525,333.46	1, 2, 3, 4, 5, 6, 7
Cora Group LLC. 50 Lexington Avenue, Suite 292 New York, NY 10010	85618P0042016	\$144,830.92	1, 2
Jewish Community Council of Greater Coney Island Inc. 3001 West 37th Street Brooklyn, NY 11224-1479	85618P0042017	\$134,382.87	1, 6
Impact Consulting LLC. 13 Apple Lane Wayne, NJ 07470	85618P0042018	\$313,706.16	1, 3, 6, 7
Advanced Resolution Management LLC. 56 Murray Avenue Goshen, NY 10924	85618P0042019	\$211,917.59	2, 3, 6, 7
Scimia Consulting Group, Inc. 3 Church Street, Suite 2-0 Pleasantville, NY 10570-1732	85618P0042020	\$40,195.10	3

The proposed contractors have been selected by Competitive Sealed Proposal Method, pursuant to Section 3-03 of the Procurement Policy Board Rules.

Draft copies of the proposed contracts are available for public inspection at the Department of Citywide Administrative Services, Agency Purchasing, 1 Centre Street, 18th Floor, New York, NY 10007, from September 4, 2018 to September 13, 2018, Monday to Friday, excluding holidays, from 10:00 A.M. to 4:00 P.M. Contact Roman Gofman at (212) 386-6283 or email rgofman@dcas.nyc.gov.

**IN THE MATTER OF** ten (10) proposed contracts between the City of New York Department of Citywide Administrative Services and the contractors listed below, for the provision of providing Professional Development Training Services at DCAS. The term of the contracts shall be two years from written notice to proceed, with a two-year renewal option.

Contractor/Address	E-PIN #	Amount	Service Area
Judi Hampton/ Public Relations Inc. 75 Cambridge Parkway, Suite 308, Cambridge, MA 02142-1229	85618P0042001	\$85,798.11	1, 3, 4
FEI Behavioral Health Inc. 648 N. Plankinton Avenue, Suite 425, Milwaukee, WI 53203	85618P0042002	\$124,158.82	1, 2, 3, 4
Surge Partners LLC 440 Riverside Drive, Apartment 78, New York, NY 10027	85618P0042003	\$151,583.12	1, 3, 4, 6, 7
MRW Consulting Group International LLC. 7004 Kennedy Boulevard East, Suite 5F, Guttenberg, NJ 07093	85618P0042004	\$102,913.25	1, 2, 7
Consensus LLC. 1501 Broadway, Suite 1200, New York, NY 10036	85618P0042005	\$376,936.68	1, 2, 3, 4, 5, 6, 7
Cradle Rock 65 High Ridge Road, #229, Stamford, CT 06905	85618P0042006	\$234,145.82	1, 2, 3, 4, 6, 7
Corporate Counseling Associates Inc. 475 Park Avenue, (South), 8th Floor, New York, NY 10036	85618P0042007	\$290,703.14	1, 2, 3, 4, 6, 7
Stephanie Lee Twin 483 13th Street, Brooklyn, NY 11215-5206	85618P0042008	\$216,713.57	1, 2, 3, 4
Helmi Ann Pucino The Pucino Group 521 Old Farm Road, Amherst, MA 01002	85618P0042009	\$336,373.93	1, 2, 3, 5, 7
Cabral Enterprises LLC The DeClutter Coach & DC Efficiency Consulting 23 Oxford Road, New Hartford, NY 13413-2337	85618P0042010	\$118,576.80	1, 2, 4

The proposed contractors have been selected by Competitive Sealed Proposal Method, pursuant to Section 3-03 of the Procurement Policy Board Rules.

Draft copies of the proposed contracts are available for public inspection, at the Department of Citywide Administrative Services, Agency Purchasing, 1 Centre Street, 18th Floor, New York, NY 10007, from September 4, 2018 to September 13, 2018, Monday to Friday, excluding holidays, from 10:00 A.M. to 4:00 P.M. Contact Roman Gofman at (212) 386-6283 or email rgofman@dcas.nyc.gov.

**IN THE MATTER OF** ten (10) proposed contracts between the City of New York Department of Citywide Administrative Services and the

contractors listed below, for the provision of providing Professional Development Training Services at DCAS. The term of the contracts shall be two years from notice to proceed, with a two-year renewal option.

Contractor/Address	E-PIN #	Amount	Service Area
Philip Vassallo Ed. D 21 Cori Street, Parlin, NJ 08859-1719	85618P0042021	\$27,992.42	4
Seminars and Communication Joanne Feierman 115 East 92nd Street, 6A, New York, NY 10128-1688	85618P0042022	\$24,493.37	4
Research Foundation of The City University of New York-LaGuardia Community College 31-10 Thomson Avenue, Room C232, Long Island City, NY 11101	85618P0042023	\$54,235.31	4
Training Unlimited, LLC. 315 Brinley Avenue Bradley Beach, NJ 07220	85618P0042024	\$111,639.75	5, 7
Brent Oberholtzer Org-Ology 120 East 34th Street New York, NY 10016	85618P0042025	\$241,019.80	5, 6, 7
Goal Imagery Inc. 2928 West 5th Street Brooklyn, NY 11224-3986	85618P0042026	\$24,980.90	6
Noble Concepts Inc. 24 N. Mountain Avenue, Montclair, NJ 07042-1811	85618P0042027	\$19,129.21	6
Community Resource Exchange, Inc. 42 Broadway, 20th Floor New York, NY 10004	85618P0042028	\$68,077.30	6, 7
Center for Emotional Development PO Box 276, Hibernia, NJ 07842-0276	85618P0042029	\$69,718.05	6, 7
When Love Works, Inc. 1990 Lexington Avenue, #3K, New York, NY 10035	85618P0042030	\$31,824.98	6

The proposed contractors have been selected by Competitive Sealed Proposal Method, pursuant to Section 3-03 of the Procurement Policy Board Rules.

Draft copies of the proposed contracts are available for public inspection, at the Department of Citywide Administrative Services, Agency Purchasing, 1 Centre Street, 18th Floor, New York, NY 10007, from September 4, 2018 to September 13, 2018, Monday to Friday, excluding holidays, from 10:00 A.M. to 4:00 P.M. Contact Roman Gofman at (212) 386-6283 or email: rgofman@dcas.nyc.gov.

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**HUMAN RESOURCES ADMINISTRATION**

■ PUBLIC HEARINGS

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held on Thursday, September 13, 2018, at 1 Centre Street, Mezzanine, Borough of Manhattan, commencing at 10:00 A.M. on the following:

**IN THE MATTER OF** a proposed Purchase Order/Contract between the Human Resources Administration and the contractor listed below for the purchase of HPE ProLiant Window Servers. The term will be from November 1, 2018 to October 31, 2021.

Contractor/Address	PIN #	Amount	Service Area
Compulink Technologies Inc. 260 West 39th Street, Suite 302 New York, NY 10018	19GSEMI01901	\$119,800.00	New York

The proposed vendor has been selected, pursuant to Section 3-12 (e) of the Procurement Policy Board Rules.

A draft copy of the proposed Purchase Order/Contract, is available for public inspection, at the Human Resources Administration of the City of New York, 150 Greenwich Street, 37th Floor, New York, NY 10007, on business days, from September 4, 2018 to September 13, 2018, Monday through Friday, excluding holidays, from 10:00 A.M. to 5:00 P.M.

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**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held on Thursday, September 13, 2018, at 1 Centre Street, Mezzanine, Borough of Manhattan, commencing at 10:00 A.M. on the following:

**IN THE MATTER OF** five (5) proposed contracts between the Human Resources Administration of the City of New York, and the contractors listed below, for the Provision of Services to Prevent Family Homelessness and Eviction. The term of these contracts will be from October 1, 2018 to June 30, 2020.

Contractor/Address	E-PIN #	Amount	Service Area
BronxWorks Inc. 60 East Tremont Avenue, Bronx, NY 10453	09619N0001001	\$1,655,998.75	Bronx
Camba, Inc. 1720 Church Avenue, Brooklyn, NY 11226	09619N0001002	\$1,657,250.00	Brooklyn
Catholic Charities Community Services Archdiocese of NY 1011 First Avenue, 6th Floor, New York, NY 10022	09619N0001003	\$1,174,773.25	Manhattan, Bronx
Queens Community House, Inc. 108-25 62nd Drive, Forest Hills, NY 11375	09619N0001004	\$513,255.75	Queens
The Partnership for the Homeless Inc., 305 7th Avenue, 14th Floor New York, NY 10001	09619N0001005	\$265,881.00	Brooklyn

The proposed contractors have been selected through the Negotiated Acquisition Procurement Method, pursuant to Section 3-04 of the Procurement Policy Board Rules.

Draft copies of the proposed contracts are available for public inspection, at the Human Resources Administration of the City of New York, Office of Contracts, 150 Greenwich Street, 37th Floor, New York, NY 10007, on business days, from September 4, 2018 to September 13, 2018, between the hours of 10:00 A.M. and 5:00 P.M., excluding Saturdays, Sundays and holidays. If you need to schedule an inspection appointment and/or need additional information, please contact Paul Romain at (929) 221-5555.

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**LAW DEPARTMENT**

■ PUBLIC HEARINGS

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held on Thursday, September 13, 2018, at 1 Centre Street, Mezzanine, Borough of Manhattan, commencing at 10:00 A.M. on the following:

**IN THE MATTER OF** six (6) proposed contracts between the New York City Law Department and the law firms, whose names and addresses are listed below, for inclusion in a pool of law firms that may be requested by the New York City Law Department to submit proposals to provide securities litigation counsel services, in matters undertaken on behalf of the New York City Pension Funds and Retirement Systems. The amount of each of the contracts shall be \$0.00; payment for any litigation counsel services that may be requested, pursuant to such

contracts will be on a contingency fee basis The term of each of the proposed contracts will commence as of October 18, 2018 and will continue through October 17, 2023 with three one-year options to renew from October 18, 2023 to October 17, 2024, October 18, 2024 to October 17, 2025 and October 18, 2025 to October 17, 2026.

Table with 2 columns: Firm and Address, E-PIN #. Lists firms like Bernstein Litowitz Berger & Grossmann LLP, Cohen, Milstein, Hausfeld & Toll P.L.L.C., Grant & Eisenhofer, PA, Kessler Topaz Meltzer & Check, LLP, Lief, Cabraser, Heimann & Bernstein LLP, Pomerantz LLP.

The proposed contractors have been selected by Competitive Sealed Proposal Method, pursuant to Section 3-03 of the Procurement Policy Board Rules.

Draft copies of the proposed contracts are available for public inspection, at the New York City Law Department, 100 Church Street, Messenger Center (located at street level in the middle of the block on the Park Place side of 100 Church Street), New York, NY 10007, from September 4, 2018 to September 13, 2018, Monday through Friday, excluding holidays, from 9:00 A.M. to 5:00 P.M.



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TRANSPORTATION

PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that a Contract Public Hearing will be held on Thursday, September 13, 2018, at 1 Centre Street, Mezzanine, Borough of Manhattan, commencing at 10:00 A.M. on the following:

IN THE MATTER OF a proposed Purchase Order/Contract between the Department of Transportation of the City of New York and Armedia, LLC, located at 8221 Old Courthouse Road, Vienna, VA 22182, to procure Consulting Services for Alfresco EDM Technical Support Services. The amount of this Purchase Order/Contract will be \$149,900.00. The term will be one year from the date of registration. Agency PIN #: 841-8-14 IT.

The Vendor has been selected, pursuant to Section 3-12 (e) of the Procurement Policy Board Rules.

A draft copy of the proposed Purchase Order/Contract will be available for public inspection, at the Department of Transportation, Office of the Agency Chief Contracting officer, 55 Water Street, 8th Floor, New York, NY 10041, from September 4, 2018 to September 13, 2018, excluding Saturdays, Sundays and legal holidays, from 9:00 A.M. to 5:00 P.M.

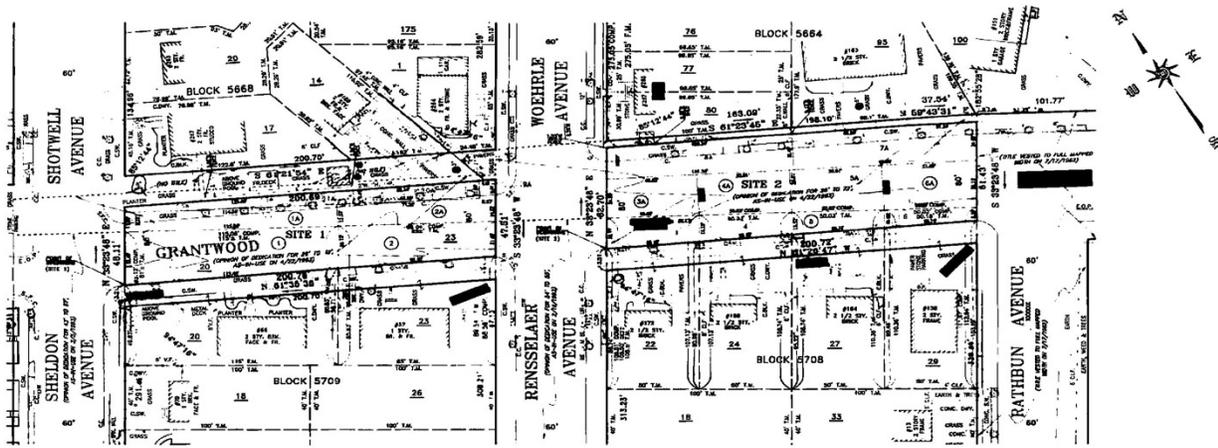


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COURT NOTICE MAP FOR GRANTWOOD AVENUE and the intersection of SHELDON AND BELFIELD AVENUES

Large map and legal notice document. Includes title 'CITY OF NEW YORK ACQUISITION AND DAMAGE MAP NO. 4240', a street map showing Grantwood Avenue, Sheldon Avenue, and Belfield Avenue, and a table of property details with columns for damage parcel no., adjacent block no., adjacent lot no., report owner, area in sq. ft., tax no., remarks, and remarks. Also includes a legend, notes, and a table of area valuations.

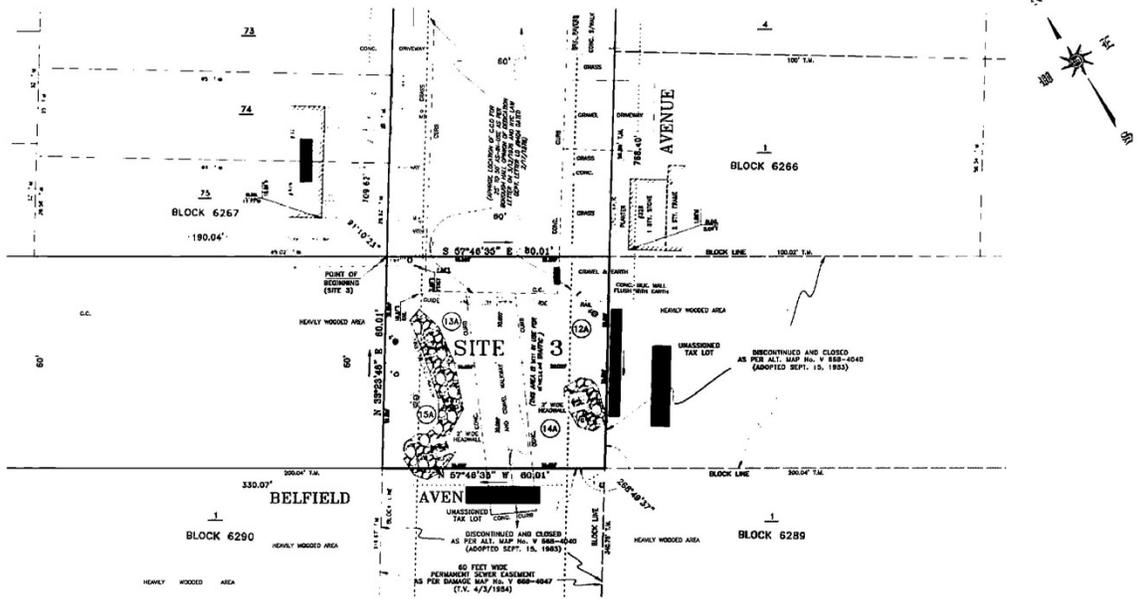
MAP No. 4240



	Department of <b>Design and          Construction</b>	<b>DIVISION OF PROGRAM MANAGEMENT          OFFICE OF SITE ENGINEERING</b>
	3457 H 1344732w102118	IN THE MATTER OF ACQUIRING TITLE IN FEE SIMPLE TO ALL OR PARTS OF <b>GRANTWOOD AVENUE</b> BETWEEN SHELTON AVENUE AND RENSELAE AVENUE AND BETWEEN RENSELAE AVENUE AND RATHBUN AVENUE AND THE INTERSECTION OF <b>SHELTON AVENUE AND BELFIELD AVENUE</b> BOROUGH OF ESTATE ISLAND <b>ACQUISITION AND DAMAGE MAP No. 4240</b> DATE 1/10/2017

PARTY CHIEF COMPUTATION: C.M. REID, C. CHEW, A. VOLKSH... DRAFTED: C.M. REID, C. CHEW, A. VOLKSH... FIELD EDITED:	I. BLANE & P. FRENKEL KURT KRUMHOLTZ, L.E. CHIEF OFFICE OF SITE ENGINEERING	CLYTON OLIVER, L.E. DIRECTOR OFFICE OF SITE ENGINEERING	JUAN M. ZANALUCCI ASSISTANT COMMISSIONER DIVISION OF PROGRAM MANAGEMENT	1 NO.	09/04/18 DATE	REVISED PER LAW DEPARTMENT COMMENTS DESCRIPTION REVISIONS	A.V. BY	I.C.K. APPROVED
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MAP No. 4240



	Department of <b>Design and          Construction</b>	<b>DIVISION OF PROGRAM MANAGEMENT          OFFICE OF SITE ENGINEERING</b>
	3457 H 1344732w102118	IN THE MATTER OF ACQUIRING TITLE IN FEE SIMPLE TO ALL OR PARTS OF <b>GRANTWOOD AVENUE</b> BETWEEN SHELTON AVENUE AND RENSELAE AVENUE AND BETWEEN RENSELAE AVENUE AND RATHBUN AVENUE AND THE INTERSECTION OF <b>SHELTON AVENUE AND BELFIELD AVENUE</b> BOROUGH OF ESTATE ISLAND <b>ACQUISITION AND DAMAGE MAP No. 4240</b> DATE 1/10/2017

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