



THE CITY RECORD

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THE CITY RECORD

MICHAEL R. BLOOMBERG, Mayor

MARTHA K. HIRST, Commissioner, Department of Citywide Administrative Services.
ELI BLACHMAN, Editor of The City Record.

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PUBLIC HEARINGS AND MEETINGS

See Also: Procurement; Agency Rules

QUEENS BOROUGH PRESIDENT

■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN that a Public Hearing will be held by the Borough President of Queens, Helen Marshall, on **Thursday, October 23, 2008** at 10:30 A.M., in the Borough Presidents Conference Room located at 120-55 Queens Boulevard, Kew Gardens, New York 11424, on the following items:

NOTE: Individuals requesting Sign Language Interpreters should contact the Borough President's Office, (718) 286-2860, TDD users should call (718) 286-2656, no later than **FIVE BUSINESS DAYS PRIOR TO THE PUBLIC HEARING.**

CD03- BSA #94-58BZ - IN THE MATTER of an application submitted by Walter T. Gorman, P.E., on behalf of Exxon Mobile Corporation, pursuant to Sections 11-411 & 72-01 and 72-22 of the NYC Zoning Resolution, to waive the rules of practice and procedure and reinstate the zoning variance that was previously granted for a gasoline station in an R4 district located at **22-55/25-75 Brooklyn Queens Expressway A.K.A. 25-65 Brooklyn Queens Expressway**, Block 1046, Lot 1, Zoning Map 9c, Jackson Heights, Borough of Queens.

CD12 - BSA #681-68BZ - IN THE MATTER of an application submitted by Gerald J. Caliendo on behalf of Sharon Cohen, pursuant to Sections 72-01 & 72-22 of the NYC Zoning Resolution, to allow a change in use from Office (U.G.6) and Air Freight Terminal Storage (U.G.16) to Commercial (U.G. 6) contrary to a previously approved variance allowing these use in an R3-1 district located at **137-42 Guy R. Brewer Boulevard**, Block 12309, Lot 17, Zoning Map 19b, Springfield Gardens, Borough of Queens.

CD03 - BSA #93-08BZ - IN THE MATTER of an application submitted by Rothkrug, Rothkrug & Spector, LLP, on behalf of Worlds Fair Development LLC, pursuant to Section 72-21 of the NYC Zoning Resolution, for a variance to permit the development of a cellar and six (6) story hotel in an R6 district, located at **112-12, 112-18, 112-24 Astoria Boulevard**, Block 1706, Lot s 5, 9, & 11, Zoning Map 10b, East Elmhurst, Borough of Queens.

CD02 - BSA #172-08BZ - IN THE MATTER of an application submitted by Mitchell A. Korbey of Herrick, Feinstein LLP on behalf of the Sunnyside Jewish Center, pursuant to Section 72-21 of the NYC Zoning Resolution, for a variance from side yard regulations for a community facility located in an R5 district at **40-20 47th Avenue**, Block 198, Lot 36, Zoning Map 9B, Sunnyside, Borough of Queens.

CD11- BSA #201-08BZ - IN THE MATTER of an application submitted by Rothkrug, Rothkrug & Spector LLP on behalf of

For Our Children, Inc. pursuant to Section 72-21 of the NYC Zoning Resolution, for a variance to permit the erection of a one (1) story warehouse with storage in an R3X district located at **40-38 216th Street**, Block 6290 Lot 70 Zoning Map 11a, Bayside, Borough of Queens.

CD09 - BSA #210-08BZ - IN THE MATTER of an application submitted by Sheldon Lobel, P.C. on behalf of Samaritan Foundation, Inc., pursuant to Section 72-21 of the NYC Zoning Resolution, to request a use variance to allow the conversion and enlargement of an existing use group 4 community facility to Use Group 3 community facility to accommodate additional services in an M1-1 zoning district located at **130-15 89th Road**, Block 9338, Lot 147, Zoning Map 14a, Briarwood, Borough of Queens.

CD03- ULURP #C060021 ZMQ - IN THE MATTER of an application submitted by Astoria Boulevard Development, LLC, pursuant to Sections 197-c and 201 of the New York City Charter for an amendment to the Zoning Map, section No. 9c, by establishing a C2-2 commercial overlay within an existing R4 District bounded by 24th Avenue, 85th Street, Astoria Boulevard and the northerly centerline prolongation of 84th Street, Borough of Queens.

CD01-ULURP #090056 PCQ - IN THE MATTER of an application submitted by the Board of Elections and the Department of Citywide Administrative Services, pursuant to Section 197-c of the NYC Charter, for the site selection and acquisition of a property for use as a warehouse facility, located in an M1-5 district at **37-18 Northern Boulevard**, Block 214, Lot 40, Zoning Map, Long Island City, Borough of Queens.

CD13 - ULURP #090087 PSQ - IN THE MATTER of an application submitted by the New York City Police Department and the Department of Citywide Administrative Service pursuant to Section 197-c of the New York City Charter for the site selection of property **generally bounded by Rockaway Boulevard and North Boundary Road** for use as evidence vehicle storage in an M1-1 district, Block 14260, p/o Lot 1, zoning map 19b, Springfield Gardens, Borough of Queens. **o17-23**

CITY PLANNING COMMISSION

■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN THAT RESOLUTIONS have been adopted by the City Planning Commission scheduling public hearings on the following matters to be held in Spector Hall, 22 Reade Street, New York, New York on **Wednesday, October 29, 2008, commencing at 10:00 A.M.**

BOROUGH OF BROOKLYN No. 1 BED-STUY GATEWAY BID

CD 3 N 090095 BDK
IN THE MATTER OF an application submitted by the Department of Small Business Services on behalf of the Bed-Stuy Gateway Business Improvement District pursuant to Section 25-405 of the Administrative Code of the City of New York, as amended, concerning the formation of the Bed-Stuy Gateway Business Improvement District.

BOROUGH OF MANHATTAN

Nos. 2 & 3

WEST 143RD STREET APARTMENTS

No. 2

CD 10 C 080501 HAM

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 148 West 143rd Street (Block 2011, Lot 57), 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 selected by HPD;

to facilitate development of a six-story residential building, tentatively known as West 143rd Street Apartments, with approximately 34 residential units.

No. 3

CD 10 C 080502 PQM

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 148 West 143rd Street (Block 2011, Lot 57).

BOROUGH OF QUEENS

No. 4

BOARD OF ELECTIONS WAREHOUSE

CD 1 C 090056 PCQ

IN THE MATTER OF an application submitted by the Board of Elections 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 37-18 Northern Boulevard (Block 214, Lot 40) for use as a warehouse facility.

YVETTE V. GRUEL, Calendar Officer

City Planning Commission

22 Reade Street, Room 2E

New York, New York 10007

Telephone No. (212) 720-3370

o14-29

COMMUNITY BOARDS

■ PUBLIC HEARINGS

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

BOROUGH OF QUEENS

COMMUNITY BOARD NO. 7 - Monday, October 27, 2008, 7:00 P.M., Union Plaza Care Center, 1st Floor, 33-23 Union Street, Flushing, NY

#739-76-BZ

Location - 212-95 26th Avenue

Peter Pan Games of Bayside

Application for the extension of time to obtain a certification of occupancy and the extension of a special permit for an additional one (1) year for an amusement arcade to expire on April 10, 2009.

o21-27

BOROUGH OF BROOKLYN

Community Board #9 - Public Hearing on Capital and Expense Budget for FY 2010 will take place on Tuesday, October 28, 2008 at 7:00 P.M. in the auditorium of M.S. 61, 400 Empire Boulevard, Brooklyn, NY 11225.

o22-28

BOROUGH OF BRONX

Community Board #4 - Public Hearing on Capital and Expense Budget for FY 2010 will take place on Tuesday, October 28, 2008 at 6:00 P.M. in the Bronx Lebanon Hospital, Murray Cohen Auditorium, 1650 Grand Concourse, Bronx, NY 10457.

o22-28

EMPLOYEES' RETIREMENT SYSTEM

■ MEETING

Please be advised that the next Investment Meeting of the Board of Trustees of the New York City Employees' Retirement System has been scheduled for Tuesday, October 28, 2008 at 9:30 A.M. to be held at the New York City Employees' Retirement System, 335 Adams Street, 22nd Floor Boardroom, Brooklyn, NY 11201-3751.

o21-27

EQUAL EMPLOYMENT PRACTICES COMMISSION

■ PUBLIC MEETING

The New York City Equal Employment Practices Commission will hold the 139th public meeting of the Commission on Thursday, October 23, 2008 at 10:00 A.M. at its headquarters, located at 40 Rector Street, 14th Floor, New York, New York 10006.

o20-23

INDEPENDENT BUDGET OFFICE

■ MEETING

The New York City Independent Budget Office Advisory Board will hold a meeting on Wednesday, October 29, beginning at 8:30 A.M. at the offices of the NYC Independent Budget Office, 110 William Street, 14th Floor. There will be an opportunity for the public to address the advisory board during the public portion of the meeting.

o22-23

LANDMARKS PRESERVATION COMMISSION

■ PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN THAT PURSUANT to the provisions of 3020 of the New York City Charter and Chapter 3 of Title 24 of the Administrative Code of the City of New York (Sections 25-303 and 25-313) that on **Tuesday, October 28, 2008 at 11:00 AM**, at the Landmarks Preservation Commission will conduct a public hearing in the Public Meeting Room of the Landmarks Preservation Commission, located at The Municipal Building, 1 Centre Street, 9th Floor North, City of New York with respect to the following proposed Landmarks, Landmark Sites, and Historic District. Any person requiring reasonable accommodation in order to participate in the hearing should call or write the Landmarks Preservation Commission, [Municipal Building, 1 Centre Street, 9th Floor North, New York, NY 10007- (212) 669-7700] no later than five (5) business days before the hearing. There will also be a public meeting on that day.

ITEMS TO BE HEARD

BOROUGH OF MANHATTAN

Public hearing Item No.1

LP-2313 **CONSOLIDATED EDISON COMPANY BUILDING**, 4 Irving Place (2-12 Irving Place, 121-147 East 14th Street, 120-140 East 15th Street), Manhattan.
Landmark Site: Borough of Manhattan Tax Map Block 870, Lot 24 in part consisting of the land on which the described building is situated.

PUBLIC HEARING ITEM NO. 2

LP-2312 **ST. NICHOLAS OF MYRA ORTHODOX CHURCH**, 288 East 10th Street (aka 155-157 Avenue A), Manhattan.
Landmark Site: Borough of Manhattan Tax Map Block 437, Lot 25

PUBLIC HEARING ITEM NO. 3

LP-2315 **144 WEST 14TH STREET BUILDING**, 144 West 14th Street (aka 138-146 West 14th Street), Manhattan.
Landmark Site: Borough of Manhattan Tax Map Block 609, Lots 1101 and 1102

BOROUGH OF THE BRONX

PUBLIC HEARING ITEM NO. 4

LP-2311 **MUSEUM BUILDING, FOUNTAIN OF LIFE AND TULIP TREE ALLEE, NEW YORK BOTANICAL GARDEN**, Bounded by Bronx River, Bronx River Parkway and Bronx and Pelham Parkway), Bronx Parkway, Bronx.
Landmark Site: Borough of the Bronx Tax Map Block 3272, Lot 1 in part.

BOROUGH OF BROOKLYN

PUBLIC HEARING ITEM NO. 5
LP-2314**PROPOSED PROSPECT HEIGHTS HISTORIC DISTRICT**, Borough of Brooklyn.**Boundary Description**

The proposed Prospect Heights Historic District consists of the properties bounded by a line beginning at the southwest corner of Underhill Avenue and Prospect Place, extending southerly along the western curblineline of Underhill Avenue to a point in said curblineline formed by its intersection with a line extending westerly from the northern property line of 349-351 Park Place, aka 147-151 Underhill Avenue (Block 1160, Lot 1), easterly across Underhill Avenue and along said property line, northerly along the western property line of 369 Park Place, easterly along the northern Property lines of 369 to 411 Park Place and a portion of the northern property line of 413 Park Place, easterly along the angled northern property lines of 413 to 421 Park Place, southerly along the eastern property line of 421 Park Place across Park Place to its southern curblineline, easterly along said curblineline to a point formed by its intersection with a line extending northerly from the eastern property line of 426 Park Place, southerly along said property line, easterly along the northern property lines of 423 to 429 Sterling Place, southerly along a portion of the eastern property line of 429 Sterling Place, easterly along the northern property line of 431 Sterling Place, southerly along the eastern property line of 431 Sterling Place, across Sterling Place to its southern curblineline, easterly along said curblineline to a point formed by its intersection with a line extending northerly from the eastern property line of 446 Sterling Place, southerly along said property line, westerly along the southern property lines of 446 to 364 Sterling Place, northerly along a portion of the western property line of 364 Sterling Place, westerly along the southern property line of 346 Sterling Place, aka 185 Underhill Avenue and across Underhill Avenue to its western curblineline, southerly along said curblineline to the northwest corner of Underhill Avenue and St. John's Place, westerly along the northern curblineline of St. John's Place to a point formed by its intersection with a line extending southerly from the western property line of 323 St. John's Place, aka 200 Underhill Avenue, northerly along the angled property lines of 323 St. John's Place, aka 200 Underhill Avenue, and 198 to 188 Underhill Avenue, easterly along a portion of the northern property line of 188 Underhill Avenue, northerly along the western property lines of 186 Underhill Avenue (aka 186A Underhill Avenue) to 176 Underhill Avenue, aka 340-344 Sterling Place, and across Sterling Place to its northern curblineline, westerly along said curblineline to a point formed by its intersection with a line extending northerly across Sterling Place from a portion of the eastern property line of 288 Sterling Place, aka 29 Butler Place, southerly across Sterling Place and said property line, following its eastward angle to the northern curblineline of Butler Place, westerly along said curblineline to a point formed by its intersection with a line extending southerly from a portion of the western property line of 286 Sterling Place, aka 27 Butler Place, northerly along said property line, westerly along the angled southern property lines of 284 and 282 Sterling Place, continuing westerly along the southern property lines of 280 to 276 Sterling Place, southerly along a portion of the eastern property line of 274 Sterling Place, westerly along the southern property line of 274 Sterling Place, northerly along a portion of the western property line of 274 Sterling Place, westerly along the southern property line of 272 Sterling Place and the angled southern property lines of 270 and 268 Sterling Place, northerly along the western property line of 268 Sterling Place and across Sterling Place to its northern curblineline, westerly along said curblineline to the northeast corner of Sterling Place and Vanderbilt Avenue, northerly along the eastern curblineline of Vanderbilt Avenue and across Park Place to a point in said curblineline formed by its intersection with a line extending eastward from the southern property line of 630A Vanderbilt Avenue, westerly across Vanderbilt Avenue and along said property line, southerly along a portion of the eastern property line of 210A-220 Prospect Place and the eastern property line of 233-235 Park Place, across Park Place and continuing southerly along the eastern property line of 248 Park Place, westerly along the southern property line of 248 Park Place, southerly along a portion of the eastern property line of 226-246 Park Place, westerly along the southern property line of 226-246 Park Place, southerly along the eastern property line of 213 Sterling Place to the northern curblineline of Sterling Place, westerly along said curblineline, northerly along the eastern curblineline of Flatbush Avenue, easterly along the northern property line of 375 Flatbush Avenue, easterly along the northern property lines of 375 Flatbush Avenue and 183 to 187 Sterling Place, northerly along portions of the western property lines of 189-191 Sterling Place and 200 Park Place, westerly along a portion of the southern property line of 200 Park Place and the southern property lines of 196 to 188 Park Place and the angled southern property lines of 186 to 180 Park Place, northerly along the western property line of 180 Park Place and across Park Place to its northern curblineline, westerly along said curblineline, northerly along the eastern curblineline of Carlton Avenue to a point in said curblineline formed by its intersection with a line extending easterly from the southern property line of 632A Carlton Avenue, westerly across Carlton Avenue and along said property line to a point formed by its intersection with a line extending southerly from the western property line of 632 Carlton Avenue, northerly along said line and the western property line of 632 Carlton Avenue, easterly along a portion of the northern property line of 632 Carlton Avenue, northerly along the western property lines of 628-630 and 626 Carlton Avenue, westerly along the angled southern property lines of 140 and 138 Prospect Place, northerly along a portion of the western property line of 138 Prospect Place, westerly along the southern property line of

321 Flatbush Avenue to the eastern curblineline of Flatbush Avenue, northerly along the eastern curblineline of Flatbush Avenue to the northern curblineline of Prospect Place, westerly along said curblineline to a point formed by its intersection with a line extending southward from the western property line of 115 Prospect Place, northerly along said property line and the angled western property lines of 112 to 102 St. Mark's Avenue, westerly along the southern property line of 285 Flatbush Avenue to the eastern curblineline of Flatbush Avenue, northerly along said curblineline to the northern curblineline of St. Mark's Avenue, westerly along the northern curblineline of Saint Mark's Avenue to a point formed by its intersection with a line extending southward from the western property line of 75 St. Mark's Avenue, northerly along said property line, easterly along the northern property line of 75 St. Mark's Avenue, northerly along a portion of the western property line of 77 St. Mark's Avenue, easterly along the northern property lines of 77 to 107 St. Mark's Avenue and a portion of the northern property line of 109 St. Mark's Avenue, northerly along the western property line of Block 1143, Lot 140 (an interior lot), westerly along a portion of the southern property line of 538 Bergen Street and the southern property lines of 536 and 534 Bergen Street, northerly along the western property line of 534 Bergen Street and across Bergen Street to the northern curblineline of Bergen Street, westerly along said curblineline to a point formed by its intersection with a line extending southward from the western property line of 531 Bergen Street, northerly along said property line, easterly along the northern property lines of 531 to 535 Bergen Street and a portion of the northern property line of 537 Bergen Street, northerly along the western property line of 546 Dean Street to the southern curblineline of Dean Street, easterly along the southern curblineline of Dean Street to a point formed by its intersection with a line extending southerly from the western property line of 536 Carlton Avenue, aka 561-565 Dean Street, northerly across Dean Street and along the western property lines of 536 to 522 Carlton Avenue, easterly along a portion of the northern property line of 522 Carlton Avenue, northerly along the western property lines of 520 to 516 Carlton Avenue, aka 734-738 Pacific Street, to the southern curblineline of Pacific Street, easterly along said curblineline to the southwest corner of Pacific Street and Carlton Avenue, southerly along the western curblineline of Carlton Avenue and across Dean Street to the southwest corner of Dean Street and Carlton Avenue, easterly across Carlton Avenue and along the southern curblineline of Dean Street to a point formed by its intersection with a line extending northerly from the eastern property line of 555 Carlton Avenue, aka 574 Dean Street, southerly along the eastern property lines of 555 to 565A Carlton Avenue and a portion of the eastern property line of 567 Carlton Avenue, easterly along the northern property lines of 573 to 585 Bergen Street, southerly along the eastern property line of 585 Bergen Street and across Bergen Street to the southern curblineline of Bergen Street, easterly along said curblineline to a point formed by its intersection with a line extending southward and across Bergen Street from the western property line of 570 Vanderbilt Avenue, aka 635 Bergen Street, northerly across Bergen Street and along the western property lines of 570 to 566 Vanderbilt Avenue and a portion of the western property line of 564 Vanderbilt Avenue, westerly along a portion of the southern property line of 564 Vanderbilt Avenue, northerly along portions of the western property lines of 564 and 560 Vanderbilt Avenue, easterly along a portion of the northern property line of 560 Vanderbilt Avenue, northerly along a portion of the western property line of 560 Vanderbilt Avenue and the western property lines of 558 to 552 Vanderbilt Avenue, aka 662 Dean Street to the southern curblineline of Dean Street, easterly along said curblineline and across Vanderbilt Avenue to the southeast corner of Vanderbilt Avenue and Dean Street, northerly across Dean Street and along the eastern curblineline of Vanderbilt Avenue to the southeast corner of Vanderbilt Avenue and Pacific Street, easterly along the southern curblineline of Pacific Street to a point formed by its intersection with a line extending northward from the eastern property line of 565 Vanderbilt Avenue, aka 820-826 Pacific Street, southerly along the eastern property lines of 565 to 583 Vanderbilt Avenue and across Dean Street to its southern curblineline, easterly along said curblineline to a point formed by its intersection with a line extending northward from the eastern property line of 680 Dean Street, southerly along the eastern property line of 680 Dean Street and the angled eastern property line of 589 Vanderbilt Avenue, easterly along a portion of the northern property line of 591 Vanderbilt Avenue, southerly along the eastern property line of 591 Vanderbilt Avenue and a portion of the eastern property line of 593 Vanderbilt Avenue, easterly along a portion of the northern property line of 593 Vanderbilt Avenue, southerly along a portion of the eastern property line of 593 Vanderbilt Avenue and the eastern property lines of 593½ to 601 Vanderbilt Avenue, aka 651 Bergen Street, continuing southerly across Bergen Street to its southern curblineline, westerly along said curblineline to a point formed by its intersection with a line extending northerly from the eastern property line of 603 Vanderbilt Avenue, aka 640 Bergen Street, southerly along the eastern property lines of 603 to 623 Vanderbilt Avenue to the northern curblineline of St. Mark's Avenue, westerly along said curblineline to a point formed by its intersection with a line extending northerly and across St. Mark's Avenue from the eastern property line of 625 Vanderbilt Avenue, aka 236 St. Mark's Avenue, southerly across St. Mark's Avenue and along the eastern property lines of 625 to 633 Vanderbilt Avenue and a portion of the eastern property line of 635 Vanderbilt Avenue, easterly along the northern property lines of 239 to 277 Prospect Place, northerly along a portion of the western property line of 281 Prospect Place, easterly along a portion of the northern property line of 281 Prospect Place, southerly along a portion of the eastern property line of 281 Prospect Place, easterly along a portion of the northern property line of 281 Prospect Place and the northern property lines of 287 and 289 Prospect Place, southerly along the angled portion of

the eastern property lines of 289 and 291 Prospect Place, easterly along the angled northern property lines of 293 to 297 Prospect Place, southerly along a portion of the eastern property line of 297 Prospect Place, easterly along the northern property lines of 299 to 307 Prospect Place, southerly along a portion of the eastern property line of 307 Prospect Place, easterly along the northern property line of 309 Prospect Place, southerly along the eastern property line of 309 Prospect Place and across Prospect Place to its southern curbline, and easterly along said curbline to the point of the beginning.

o10-28

PUBLIC MEETING

NOTICE IS HEREBY GIVEN THAT PURSUANT to the provisions of Title 25, Chapter 3 of the Administrative Code of the City of New York that on **Tuesday, October 28, 2008**, there will be a Public Meeting of the Landmarks Preservation Commission in the Public Hearing Chamber at 1 Centre Street, 9th Floor North, Borough of Manhattan, City of New York. For information about the Public Meeting agenda, please contact the Public Information Officer at (212) 669-7817.

o23-27

TRANSPORTATION

NOTICE

Commuter Van Service Authority Six-Year Renewal

Notice is hereby given that the Department of Transportation is conducting hearings on the Six-Year Renewal of Van Authorities in the Borough of Queens. The van companies requesting renewal are:

- **Abraham's Transportation Service, Inc.,**
144-15 101st Avenue, Jamaica, NY 11435
- **Brownin Transportation, Inc.,**
148-55 Edgewood Street, Rosedale, NY 11422
- **CEDI Transportation Service,**
161-36 118th Avenue, Jamaica, NY 11434
- **Hummer Transportation Corp.,**
253-20 147th Road, Rosedale, NY 11422
- **Montego Van Service, Inc.,**
258-27 147th Avenue, Rosedale, NY 11422

There will be a public hearing held on Thursday, November 6, 2008 from 2:00 P.M. to 4:00 P.M. in Room 213, Part 1 at Queens Borough Hall, 120-55 Queens Blvd., Kew Gardens, New York 11424, so that you may have an opportunity to voice your position on these applications. In addition, written comments in support or in opposition may be sent to Ms. Dorothy Szorc at the New York City Department of Transportation, Bureau of Traffic Operations, 40 Worth Street, Room 1035, New York, NY 10013, no later than November 6, 2008. Any written comments received after this date may not be considered. Those opposing the renewal must clearly specify why the existing services will not meet present and/or future public convenience and necessity.

o20-24

PROPERTY DISPOSITION

CITYWIDE ADMINISTRATIVE SERVICES

DIVISION OF MUNICIPAL SUPPLY SERVICES

AUCTION

PUBLIC AUCTION SALE NUMBER 09001-I

NOTICE IS HEREBY GIVEN of a bi-weekly public auction of City fleet vehicles consisting of cars, vans, light duty vehicles, trucks, heavy equipment and miscellaneous automotive equipment to be held on Wednesday, October 29, 2008 (SALE NUMBER 09001-I). This auction is held every other Wednesday unless otherwise notified. Viewing is on auction day only from 8:30 A.M. until 9:00 A.M. The auction begins at 9:00 A.M.

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

A listing of vehicles to be offered for sale in the next auction can be viewed on our Website, on the Friday prior to the sale date at: <http://www.nyc.gov/auctions> Terms and Conditions of Sale can also be viewed at this site.

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

o7-29

POLICE

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

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

Recovered, lost, abandoned property, property obtained from prisoners, emotionally disturbed, intoxicated and deceased persons; and property obtained from persons incapable of caring for themselves. Motor vehicles, boats, bicycles, business machines, cameras, calculating machines, electrical and optical property, furniture, furs, handbags, hardware, jewelry, photographic equipment, radios, robes, sound systems, surgical and musical instruments, tools, wearing apparel, communications equipment, computers, and other miscellaneous articles.

INQUIRIES

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

FOR MOTOR VEHICLES

(All Boroughs):

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

FOR ALL OTHER PROPERTY

- * **Manhattan - 1 Police Plaza, New York, NY 10038, (212) 374-4925.**
- * **Brooklyn - 84th Precinct, 301 Gold Street, Brooklyn, NY 11201, (718) 875-6675.**
- * **Bronx Property Clerk - 215 East 161 Street, Bronx, NY 10451, (718) 590-2806.**
- * **Queens Property Clerk - 47-07 Pearson Place, Long Island City, NY 11101, (718) 433-2678.**
- * **Staten Island Property Clerk - 1 Edgewater Plaza, Staten Island, NY 10301, (718) 876-8484.**

j1-d31

PROCUREMENT

"The City of New York is committed to achieving excellence in the design and construction of its capital program, and building on the tradition of innovation in architecture and engineering that has contributed to the City's prestige as a global destination. The contracting opportunities for construction/construction services and construction-related services that appear in the individual agency listings below reflect that commitment to excellence."

CITYWIDE ADMINISTRATIVE SERVICES

DIVISION OF MUNICIPAL SUPPLY SERVICES

AWARDS

Goods

BODY ALARMS, PERSONAL, BRAND SPECIFIC – Competitive Sealed Bids – PIN# 857600361 – AMT: \$11,025,000.00 – TO: Person To Person Communications, LLC, 62 McCormick Way, Lincoln University, PA 19352.

o23

VENDOR LISTS

Goods

ACCEPTABLE BRAND LIST – In accordance with PPB Rules, Section 2-05(c)(3), the following is a list of all food items for which an Acceptable Brands List has been established.

1. Mix, Biscuit - AB-14-1:92
2. Mix, Bran Muffin - AB-14-2:91
3. Mix, Corn Muffin - AB-14-5:91
4. Mix, Pie Crust - AB-14-9:91
5. Mixes, Cake - AB-14-11:92A
6. Mix, Egg Nog - AB-14-19:93
7. Canned Beef Stew - AB-14-25:97
8. Canned Ham Shanks - AB-14-28:91
9. Canned Corned Beef Hash - AB-14-26:94
10. Canned Boned Chicken - AB-14-27:91
11. Canned Corned Beef - AB-14-30:91
12. Canned Ham, Cured - AB-14-29:91
13. Complete Horse Feed Pellets - AB-15-1:92
14. Canned Soups - AB-14-10:92D
15. Infant Formula, Ready to Feed - AB-16-1:93
16. Spices - AB-14-12:95
17. Soy Sauce - AB-14-03:94
18. Worcestershire Sauce - AB-14-04:94

Application for inclusion on the above enumerated Acceptable Brand Lists for foods shall be made in writing and addressed to: Purchase Director, Food Unit, Department of Citywide Administrative Services, Division of Municipal Supply Services, 1 Centre Street, 18th Floor, New York, NY 10007. (212) 669-4207.

j4-jy17

EQUIPMENT FOR DEPARTMENT OF SANITATION –

In accordance with PPB Rules, Section 2.05(c)(3), an acceptable brands list will be established for the following equipment for the Department of Sanitation:

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

Applications for consideration of equipment products for inclusion on the acceptable brands list are available from: Vendor Relations, Department of Citywide Administrative Services, Division of Municipal Supply Services, 1 Centre Street, 18th Floor, New York, NY 10007. (212) 669-8562.

j4-jy17

OPEN SPACE FURNITURE SYSTEMS - CITYWIDE – In accordance with PPB Rules, Section 2.05(c)(3), an Acceptable Brands List, #AB-17W-1:99, has been established for open space furniture systems.

Application for consideration of product for inclusion on this acceptable brands list shall be made in writing and addressed to: Vendor Relations, Department of Citywide Administrative Services, Division of Municipal Supply Services, 1 Centre Street, 18th Floor, New York, NY 10007, (212) 669-8562.

j4-jy17

ENVIRONMENTAL PROTECTION

SOLICITATIONS

Construction Related Services

RE-BID: INSTALL, REPAIR, MAINTAIN AND INSPECT HVAC SYSTEMS AT VARIOUS DEP FACILITIES WITHIN THE 5 BOROUGHS AND UPSTATE NEW YORK – Competitive Sealed Bids – PIN# 82608FMC5208 – DUE 11-12-08 AT 11:30 A.M. – RE-BID: CONTRACT: FMC-5-2008(R): Document Fee \$40.00. Project Manager, Christian Cavender, (718) 595-7178. Vendor Source ID#: 55118.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above. Department of Environmental Protection, 59-17 Junction Boulevard, 17th Floor, Flushing, New York 11373. G. Hall (718) 595-3236, ghall@dep.nyc.gov

o23

DRNG CITY-WIDE – Request for Proposals – PIN# 82609SE00001 – DUE 11-25-08 AT 4:00 P.M. – The New York City Department of Environmental Protection (DEP) is seeking a qualified consulting firm to provide engineering design services for City-Wide Analyses of Existing Drainage Systems and/or Preparation and Design of Drainage Plans for designated areas which will be identified by the DEP. There will be a pre-proposal conference on Thursday, November 6, 2008 at 10:00 A.M., 59-17 Junction Blvd., 3rd Floor, Low Rise Conference Room, Flushing, NY 11373.

The following is the Minimum Qualification Requirement of this RFP. Proposals which fail to meet this requirement shall be rejected: The Project Manager for the respondent shall be a professional engineer licensed in the State of New York.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above. Department of Environmental Protection, 59-17 Junction Blvd., 3rd Floor, LR Bijan Jahromi (718) 595-5251, bjahromi@dep.nyc.gov 59-17 Junction Blvd., 17th Floor Bid Room, Flushing, NY 11373.

o23

BUREAU OF WATER SUPPLY

SOLICITATIONS

Construction/Construction Services

RE-BID: DELIVERY OF GRANULAR ACTIVATED CARBON (GAC) AND MAINTENANCE OF GAC SYSTEMS AT THE GROUNDWATER WELLS IN SOUTHEAST QUEENS – Competitive Sealed Bids – PIN# 82608SYSOP14 – DUE 11-12-08 AT 11:30 A.M. – RE-BID: CONTRACT SYSOPS-14. Document Fee: \$40.00. There will be a pre-bid conference on 10/30/08 at 10:00 A.M. at Station 51, 78-23 164th Street, Flushing, NY 11365. Project Manager, George Mathai (718) 595-6609. Vendor ID#: 89002.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above. Department of Environmental Protection, 59-17 Junction Blvd., 17th Floor, Flushing, NY 11373. Greg Hall (718) 595-3236, ghall@dep.nyc.gov

o23

HEALTH AND HOSPITALS CORPORATION

The New York City Health and Hospitals Corporation is regularly soliciting bids for supplies and equipment at its Central Purchasing Offices, 346 Broadway, New York City, Room 516, for its Hospitals and Diagnostic and Treatment Centers. All interested parties are welcome to review the bids that are posted in Room 516 weekdays between 9:00 a.m. and 4:30 p.m. For information regarding bids and the bidding process, please call (212) 442-3863.

j1-d31

SOLICITATIONS

Goods

STEAM PIPE FITTINGS SUPPLIES – Competitive Sealed Bids – PIN# 11209040 – DUE 11-06-08 AT 3:00 P.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above. Harlem Hospital Center c/o Lincoln Hospital Center 234 East 149th Street, Bronx, NY 10451. John Dixon, Procurement Analyst II, (718) 579-5988.

o23

Goods & Services

PREVENTIVE MAINTENANCE SERVICE CONTRACT ON DEIONIZED WATER SYSTEM – Competitive Sealed Bids – PIN# 11209037 – DUE 11-05-08 AT 3:00 P.M. – At Harlem Hospital Center. A pre-bid conference will be held on 10/28/2008 at 10:00 A.M. at Harlem Hospital Center, 506 Lenox Avenue, 8th Floor, New York, NY 10037.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Lincoln Hospital Center, 234 East 149th Street, Bronx New York 10451. Junior Cooper (718) 579-5096.

o23

PERIODIC MAINTENANCE OF SYSTEMS – Competitive Sealed Bids – PIN# 22209054 – DUE 11-07-08 AT 3:00 P.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Lincoln Hospital Center, 234 East 149th Street, Bronx, NY 10451. Yolanda Johnson, Procurement Analyst II, (718) 579-5867.

o23

OPHTHALMIC ULTRASOUND – Competitive Sealed Bids – PIN# 22209041A – DUE 10-27-08 AT 3:00 P.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Generations+ / Northern Manhattan Health Network c/o Lincoln Hospital Center, 234 East 149th Street, Bronx, NY 10451. David Pacheco, Procurement Analyst II, (718) 579-5989.

o23

EQUIPMENT PREVENTIVE MAINTENANCE – Competitive Sealed Bids – PIN# 21109030 – DUE 11-07-08 AT 3:00 P.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Metropolitan Hospital Center c/o Lincoln Hospital Center, 234 East 149th Street, Bronx, NY 10451.
Dorothy Barnes, Procurement Analyst II, (718) 579-5021.

o23

PREVENTIVE MAINTENANCE AND REPAIR OF MICROSCOPES AND OPTICAL INSTRUMENTS – Competitive Sealed Bids – PIN# 11209041 – DUE 11-07-08 AT 3:00 P.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Harlem Hospital Center c/o Lincoln Hospital Center 234 East 149th Street, Bronx, NY 10451.
David Pacheco, Procurement Analyst II, (718) 579-5989.

o23

HEALTH AND MENTAL HYGIENE**AGENCY CHIEF CONTRACTING OFFICER****SOLICITATIONS**

Human / Client Service

NEW YORK/NY III SUPPORTED HOUSING CONGREGATE

– Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# 81608PO076300ROX00 – DUE 02-13-09 AT 3:00 P.M. – The Department is issuing a RFP to establish 3,000 units of citywide supportive housing in newly constructed or rehabilitated single-site buildings for various homeless populations pursuant to the New York III Supported Housing agreement. The subject RFP will be open-ended and proposals will be accepted on an on-going basis. Since February 16, 2007, the RFP has been available for pick up in person at the address listed below, between the hours of 10:00 A.M. and 4:00 P.M. on business days only. The RFP is also on line at <http://www.nyc.gov/html/doh/html/acco/accorfp-nynycongregate-20070117-form.shtml>. A pre-proposal conference was held on March 6, 2007 at 2:00 P.M. at 125 Worth Street, 2nd Floor Auditorium, New York, N.Y. Any questions regarding this RFP must be sent in writing in advance to Contracting Officer at the above address or fax to (212) 219-5865. All proposals must be hand delivered at the Agency Chief Contracting Officer, 93 Worth Street, Room 812, New York, NY 10013, no later than February 13, 2009.

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

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Health and Mental Hygiene, 93 Worth Street, Room 812 New York, NY 10013. Huguette Beauport (212) 219-5883 hbeaupor@health.nyc.gov

o15-f12

HOMELESS SERVICES**OFFICE OF CONTRACTS AND PROCUREMENT****SOLICITATIONS**

Human / Client Service

SAFE HAVEN OPEN-ENDED RFP – Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# 071-08S-04-1164 – DUE 08-27-10 – The Department of Homeless Services has issued an Open Ended Request for Proposals (PIN 071-08S-04-1164) as of August 27, 2007 seeking appropriately qualified vendors to develop and operate a stand-alone Safe Haven for chronic street homeless single adults and/or adult couples without minor children.

There is no due date for proposals under this RFP. Proposals will be reviewed by the Department as they are received and contracts will be awarded on an on-going basis until the Department's needs are met.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Department of Homeless Services, 33 Beaver Street 13th Floor, New York, NY 10004.
Suellen Schulman (212) 361-8400, sschulma@dhs.nyc.gov

a27-f12

CORRECTION: TRANSITIONAL RESIDENCES FOR HOMELESS/DROP-IN CENTERS – Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# 071-00S-003-262Z – DUE 01-02-09 AT 2:00 P.M. – CORRECTION: The Department of Homeless Services is soliciting proposals from organizations interested in developing and operating transitional residences for homeless adults and families including the Neighborhood Based Cluster Residence and drop-in centers for adults. This is an open-ended solicitation; there is no due date for submission.

Request for proposals is also available on-line at www.nyc.gov/cityrecord

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Department of Homeless Services, 33 Beaver Street 13th Floor, New York, NY 10004.
Marta Zmoira (212) 361-0888, mzoita@dhs.nyc.gov

f29-d31

HOUSING AUTHORITY**SOLICITATIONS**

Construction / Construction Services

BASKETBALL COURT UPGRADE AND CHILDREN'S SPRAY SHOWER – Competitive Sealed Bids – PIN# GR7004137 – DUE 11-13-08 AT 10:00 A.M. – 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.

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, 11th Floor.
Gloria Guillo, MPA, CPPO, (212) 306-3121, gloria.guillo@nycha.nyc.gov

o22-28

Services (Other Than Human Services)

APPRAISALS – Small Purchase – PIN# 10232008 – DUE 11-14-08 AT 4:00 P.M. – NYCHA seeks proposals from firms qualified to perform the following appraisals of a site in Manhattan Community District 4: 1) valuation based on the sales comparison approach of the highest and best use of the land and development rights, and 2) valuations based on the income approach (land residual analysis) for each of two development scenarios. The scenarios are variations on the same theme.

Proposers must have experience conducting appraisals of sites in New York City, and, at a minimum, appraisals must be performed by New York State certified real estate appraisals. Preference will be given to firms that also have staff with MAI certifications.

All proposers must fully and accurately complete a Minority, Women and Small Business Enterprises Registration Form.

Pursuant to Local Law 34 of 2007, amending the City's Campaign Finance Law, the City is required to establish a computerized database containing the names of any "person" that has "business dealings with the city" as such terms are defined in the Local Law. Proposers responding to this solicitation must complete a Doing Business Data Form and return it with this proposal.

After proposals are evaluated, NYCHA will engage in preliminary negotiations with one or more of the most qualified proposers. NYCHA specifically reserves the right to award an Agreement to a proposer other than the proposer presenting the lowest cost proposal.

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, 250 Broadway, 24th Floor, New York, NY 10007. Katherine Gray (212) 306-4383, grayk@nycha.nyc.gov

o23

PURCHASING DIVISION**SOLICITATIONS**

Goods

BID EXTENSION: CCTV CISCO LAB FOR CCTV STORE ROOM – Competitive Sealed Bids – RFQ #6049 – DUE 11-13-08 AT 10:40 A.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
Housing Authority, 23-02 49th Avenue, 5th Floor SCOD Long Island City, NY 11101. Bid documents available via internet ONLY:
http://www.nyc.gov/html/nycha/html/business/goods_materials.shtml Marjorie Flores (718) 707-5460.

o23

HOUSING PRESERVATION & DEVELOPMENT**DIVISION OF MAINTENANCE****AWARDS**

Construction / Construction Services

EMERGENCY DEMOLITION OF TWO (2) BUILDINGS AT 2089 AND 2091 MADISON AVENUE, MANHATTAN – Emergency Purchase – PIN# 806088701838 – AMT: \$344,969.00 – TO: Gateway Demolition Corp., 134-22 32nd Avenue, Flushing, NY 11354. Unforeseen danger to life, safety, property.

o23

JUVENILE JUSTICE**SOLICITATIONS**

Human / Client Service

CORRECTION: PROVISION OF NON-SECURE DETENTION CENTERS – Negotiated Acquisition – Judgment required in evaluating proposals - PIN# 13007DJJ001 – DUE 11-14-08 AT 3:00 P.M. – CORRECTION: The NYC Department of Juvenile Justice (DJJ) is seeking one or more appropriately qualified vendors to provide non-secure detention services for youth. Services shall include, but not be limited to, custody, basic youth care, food, clothing, shelter, education, health care, recreation, court related services, social work and case management services, social skills instruction, group sessions and monitoring and supervision of these services. In addition, the contract will require that a defibrillator shall be located in each program facility and that all staff requiring CPR training shall be certified in use of said defibrillator.

Each program facility will provide at least 10 and no more than 12 beds in accordance with the applicable regulations promulgated by the New York State Office of Children and Family Services (NYS OCFS), 9 N.Y.C.R.R. Section 180 et seq. The Department is seeking to provide services at facilities that will be operational at any time from January 1, 2007 to December 31, 2010. A vendor may submit an offer for more than one Facility Option. Current Agency vendors operating non-secure group homes that have contracts expiring in calendar year 2006 are urged to respond to this solicitation.

All program facilities shall be appropriately equipped to provide services for male or female youth as required by the Department, and be located in one of the five boroughs. The term of the contracts awarded from this solicitation will be for three years and will include an additional three-year option to renew. The anticipated maximum average annual funding available for each contract will be \$1,067,000, excluding start-up costs. Proposed start-up costs will be considered in addition to the proposed annual line item budget. Greater consideration will be given to applicants offering more competitive prices.

If your organization is interested in being considered for award of the subject contract, please hand deliver a written expression of interest addressed to my attention at 110 William Street, 13th Floor, New York, NY 10038. The expression of interest should specifically address the following:

1. Indicate each program facility for which the vendor is submitting.
2. Describe each proposed facility, its location, and proposed date of operation.
3. Attach appropriate documentation demonstrating the current use of each proposed facility and the vendor's site control of the facility for a period of at least 3 years.
4. For each proposed facility,
 - a) Indicate the number of beds to be provided and demonstrate that the facility has the capacity to provide the indicated number of beds.
 - b) Demonstrate that the facility will be appropriately equipped to provide services for male or female youth.
5. Demonstrate the vendor's organizational capability to:
 - a) Provide the indicated number of beds at each proposed facility. (If the vendor is a current provider, also demonstrate the capability to provide the indicated number of beds in addition to those already provided.)
 - b) Ensure that each proposed facility will be fully operational by required date in accordance with the applicable regulations promulgated by the New York State Office of Children and Family Services (NYS OCFS), 9 N.Y.C.R.R. Section 180 et seq.
6. Demonstrate the quantity and quality of the vendor's successful relevant experience.
7. Attach for each proposed facility three-year annual line item operating budget. Include staffing details. Proposed

start up costs should be included in addition to the proposed three-year annual line item operating budget.

All expressions of interest received in the manner set forth will be reviewed to determine if they are responsive to the material requirements of this solicitation. Expressions of interest determined to be non-responsive will not be further considered. Expressions of interest determined to be responsive will be considered in terms of the following factors:

- Appropriateness of each proposed facility.
- Demonstrated site control of each proposed facility.
- Demonstrated level of organizational capability to provide the proposed number of beds and to ensure that each proposed facility if fully operational by the applicable requisite date.
- Demonstrated quantity and quality of successful relevant experience.
- Annual budget amount and cost effectiveness of the budget.

The Department will enter into negotiations with the vendor(s) determined to be the best qualified at the time of evaluation, based on consideration of the above-cited factors. A contract will be awarded to the responsible vendor(s) whose offer(s) is/are determined to be the most advantageous to the City, taking into consideration the price and the other factors set forth in this solicitation. In the case that a vendor is eligible for award of more than one program facility, the Department reserves the right, based upon the vendor's demonstrated organizational capability and the best interest of the City, respectively, to determine how many and for which program facility(ies) the vendor will be awarded a contract.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
 Department of Juvenile Justice, 110 William Street
 13th Floor, New York, NY 10038.
 Chuma Uwechia (212) 442-7716, cuwechia@djj.nyc.gov

n20-13

PARKS AND RECREATION

CONTRACT ADMINISTRATION
 ■ SOLICITATIONS

Construction / Construction Services

RECONSTRUCTION OF SIDEWALKS – Competitive Sealed Bids – PIN# 8462009R000C01 – DUE 11-18-08 AT 10:30 A.M. – Damaged by city-owned trees, Staten Island, known as Contract #RG-509M. Vendor Source ID#: 56100.
 ● **RECONSTRUCTION OF SIDEWALKS** – Competitive Sealed Bids – PIN# 8462009Q000C01 – DUE 11-18-08 AT 10:30 A.M. - Damaged by city-owned trees, Queens, known as Contract #QG-2508M. Vendor Source ID#: 56101.
 ● **RECONSTRUCTION OF SIDEWALKS** – Competitive Sealed Bids – PIN# 8462009C000C01 – DUE 11-18-08 AT 10:30 A.M. - Damaged by city-owned trees, The Bronx and Manhattan, known as Contract #CNYG-3608M. Vendor Source ID#: 56102.

Bid documents are available for a fee of \$25.00 in the Blueprint Room, Room #64, Olmsted Center, from 8:00 A.M. to 3:00 P.M. The fee is payable by company check or money order to the City of NY, Parks and Recreation. A separate check/money order is required for each project. The Company name, address and telephone number as well as the project contract number must appear on the check/money order. Bidders should ensure that the correct company name, address, telephone and fax numbers are submitted by your company/messenger service when picking up bid documents.

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, Room 64,
 Flushing Meadows Corona Park, Flushing, NY 11368.
 Juan Alban (718) 760-6771, Juan.Alban@parks.nyc.gov
 Olmsted Center, Room 60, Flushing Meadows-Corona Park,
 Flushing, NY 11368.

o23

REVENUE AND CONCESSIONS
 ■ SOLICITATIONS

Services (Other Than Human Services)

RENOVATION AND OPERATION OF THE BAYSIDE MARINA – Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# Q135-M – DUE 11-26-08 AT 3:00 P.M. – Located at the east end of 28th Avenue and Cross Island Parkway, Queens. Parks will hold a recommended proposer meeting on Wednesday, November 5, 2008 at 11:00 A.M. at the proposed concession site, which is located at the east end of 28th Avenue and Cross Island Parkway, Queens. All interested parties are urged to attend.

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

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
 Parks and Recreation, The Arsenal-Central Park
 830 Fifth Avenue, Room 407, New York, NY 10021.
 Alexander Han (212) 360-1397, alexander.han@parks.nyc.gov

o14-27

THE SALE OF FOOD FROM PUSHCARTS, NUT CARTS, ICE CREAM CARTS, PROCESSING CARTS AND MOBILE TRUCKS – Competitive Sealed Bids – PIN# CWB2009A – DUE 11-24-08 AT 11:00 A.M. – At various locations, Citywide.

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

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
 Parks and Recreation, The Arsenal-Central Park
 830 Fifth Avenue, Room 407, New York, NY 10021.
 Glenn Kaalund (212) 360-1397, glenn.kaalund@parks.nyc.gov

o23

POLICE

CONTRACT ADMINISTRATION UNIT
 ■ SOLICITATIONS

Construction Related Services

INSTALL PARKING LOT PAVEMENT – Competitive Sealed Bids – PIN# 056080000580 REBID – DUE 12-09-08 AT 11:00 A.M. – For the 23rd Street Parking Lot Pavement. A mandatory pre-bid conference is scheduled to be held 10:00 A.M. on Friday, November 21, 2008 at 23rd Street and 3rd Avenue, Brooklyn, New York 11232. This procurement is subject to participation goals for MBEs and/or WBEs as required by Local Law 129 of 2005. VSID#: 56044.

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.
 Police Department, 51 Chambers Street, Room 310, New York, NY 10007. Stephanie Gallop (646) 610-5225.

o23

SCHOOL CONSTRUCTION AUTHORITY

CONTRACT ADMINISTRATION
 ■ SOLICITATIONS

Construction / Construction Services

SCIENCE LABS – Competitive Sealed Bids – PIN# SCA09-004387-2 – DUE 11-06-08 AT 11:30 A.M. IS 582 (K196)/IS 313 (K307)/PS 314 (K134) (Brooklyn). Project Range: \$1,050,000.00 to \$1,102,000.00. Non-refundable bid document charge: \$100.00, certified check or money order only. Make payable to the New York City School Construction Authority. Bidders must be pre-qualified by the SCA.

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.
 School Construction Authority, Plans Room Window Room #1046, 30-30 Thomson Avenue, 1st Floor
 Long Island City, New York 11101, (718) 752-5854.

o20-24

SCIENCE LAB – Competitive Sealed Bids – PIN# SCA09-12245D-1 – DUE 11-12-08 AT 11:00 A.M. PS 2 (X). Project Range: \$1,680,000.00 to \$1,770,000.00. Non-refundable bid document charge: \$100.00, certified check or money order only. Make payable to the New York City School Construction Authority. Bidders must be pre-qualified by the SCA.

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.
 School Construction Authority, Plans Room Window Room #1046, 30-30 Thomson Avenue, 1st Floor
 Long Island City, New York 11101, (718) 752-5849.

o23-29

ELEVATOR UPGRADES – Competitive Sealed Bids – PIN# SCA09-11861D-1 – DUE 11-10-08 AT 10:30 A.M. – IS 147/PS 198/PS 132 (Bronx). Project Range: \$1,020,000.00 to \$1,080,000.00. Non-refundable bid document charge: \$100.00, certified check or money order only. Make payable to the New York City School Construction Authority. Bidders must be pre-qualified by the SCA.

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.
 School Construction Authority, Plans Room Window Room #1046, 30-30 Thomson Avenue, 1st Floor
 Long Island City, New York 11101, (718) 752-5868.

o21-27

TRIBOROUGH BRIDGE & TUNNEL AUTHORITY

■ SOLICITATIONS

Construction / Construction Services

RECONSTRUCTION AND CONVERSION OF NYS OFFICE OF MENTAL HEALTH FACILITY – Competitive Sealed Bids – PIN# TB5900000000 – DUE 12-02-08 AT 3:00 P.M. – Building 104 for TBTA Offices and NYPD Facility. Estimated range is \$50M - \$75M. A site tour and pre-bid conference are scheduled for 10/30/08 at 11:00 A.M. Reservations must be made with Martin O'Rourke at (212) 870-6492 no later than noon the preceding day. Must have protective equipment, including a reflective

safety vest and a hard hat and two (2) forms of identification, including photo ID. All vendors interested in purchasing these documents must follow instruction for CCR and FedBizOpps at www.mta.info/bandt/procure/preactcon.htm.

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.
 Triborough Bridge and Tunnel Authority, 3 Stone Street,
 Bid Suite, New York, NY 10004, (646) 252-6101,
 vprocure@mtabt.org. Call for fee.
 All bids must be delivered to the 2 Broadway, Bid Suite,
 located at the 3 Stone Street entrance. Please allow extra time for delivery.

o23

AGENCY RULES

CAMPAIGN FINANCE BOARD

■ NOTICE

Notice of Final Rules

IN COMPLIANCE WITH SECTION 1043 OF THE NEW YORK CITY CHARTER, and exercising authority vested in the Campaign Finance Board (the "Board") under Chapter 46 of the New York City Charter (including, but not limited to, Sections 1052(a)(8) and 1052(a)(12) thereof) and under the New York City Campaign Finance Act (the "Act") (including, but not limited to, Section 3-708(8) of the New York City Administrative Code), the Board hereby adopts amendments to the Campaign Finance Board Rules. Underscoring denotes additions; strikeout denotes deletions.

I. Explanation, Basis, and Purpose

The Campaign Finance Board Rules are codified in Chapter 52 of the Rules Compilation of the City of New York. The subject matter of this rulemaking was described in the Board's regulatory agenda for fiscal year 2008, published in The City Record on April 23, 2007.

The amendments effect the following specific changes and will take effect thirty days after final publication in The City Record.

Changes to the following rules conform the Board's Rules to recent amendments to the New York City Campaign Finance Act (Administrative Code §§ 3-701, *et seq.*) (the "Act") contained in Local Laws Nos. 34 and 67 of 2007: 1-04(e) (contributions from LLCs and partnerships), 1-04(h) (multiple contributions from a single source), 5-01(f) (basis for determination of ineligibility to receive public funds), and 5-01(r) (reduction in maximum public funds payable). Amendments to eight additional rules are described below:

Definitions (Rule 1-02)

The amendment clarifies that expenditures that are not made in furtherance of a political campaign are not included as disbursements in the unspent funds calculation. In addition, the amendment excludes contributions and disbursements received or incurred after the date of the issuance of the final audit report from the participant's unspent funds calculation.

Attributing an Expenditure to an Election (Rule 1-08(c))

The new rule clarifies the timing and evidentiary requirements for demonstrating to the Board that a candidate "reasonably anticipated" a primary election.

Independent Expenditures (Rule 1-08(f))

The new rule clarifies that one factor in determining whether an expenditure is independent is whether the candidate or the candidate's political committee shared or rented space with or from the person or entity making the expenditure.

Records to be Kept (Rule 4-01)

The amendments permit the submission of duplicate or modified expenditure records in instances where the original record is missing or incomplete, clarify the recordkeeping requirements for credit card contributions, and describe the information that must be kept for in-kind contributions, disbursements to vendors, and travel expenses.

Assistance to Candidates; Records (Rule 4-04)

The amendment clarifies that a campaign's failure to keep or produce records as required by the Board may result in a determination that the campaign made unqualified expenditures or that the campaign must return excess funds to the Board.

Pre-election Payments (Rule 5-01(i))

The amendments clarify that a candidate petitioning the Board for reconsideration of a pre-election non-payment determination may submit documentation to the Board that was not submitted prior to a non-payment determination only upon a showing of good cause, and that if the Board is unable to convene within five business days the Board may delegate authority to make a determination regarding such petition to the Chair of the Board or his or her designee.

Repaying Public Funds (Rule 5-03(e))

The amendments provide that a participant who received public funds and who has outstanding liabilities after the election may engage in fundraising and that fundraising expenditures incurred and contributions received will be included in the participant's unspent funds calculation unless

such expenditures and contributions were incurred or received after the date the participant's final audit report was issued.

Determination of Eligibility (Rule 7-03(a))

The amendments provide that the Board may presume that a nonparticipating or limited participating candidate has the ability to self finance when supporting documentation indicates that the candidate has in excess of one-fifth of the applicable expenditure limit in readily available funds and the candidate reasonably can be expected to spend the funds for his or her nomination or election.

II. Final Rules

Definitions (Rule 1-02)

Campaign Finance Board Rule 1-02 is amended as follows:

"Unspent campaign funds" means, for a participant who received public funds, the amount to be repaid to the Board under §3-710(2)(c) of the Code. This amount equals: (1) monetary contributions; plus (2) other receipts; plus (3) public funds; plus (4) loans; accepted in all elections in which the candidate was a participant held in a single calendar year or a special election; minus (5) all disbursements, including loan repayments and contribution refunds, made and all outstanding debt incurred by the participant in all reporting periods for those elections, but excluding any disbursements determined by the Board not to have been made in furtherance of a political campaign for a covered election such as disbursements listed in §3-702(21)(b) of the Code and any disbursements for which the presumption set forth in subparagraphs one through eleven of §3-702(21)(a) of the Code has been rebutted. The amount of unspent campaign funds may not exceed the total public funds accepted by the participant. Funds received and disbursements made after the date of the issuance of the participant's final audit report shall not be included in the participant's unspent funds calculation.

Corporations, limited liability companies, and partnerships (Rule 1-04(e))

Campaign Finance Board Rule 1-04(e) is amended as follows:

(e) **Corporations, limited liability companies, and partnerships.** Candidates may not accept, directly, indirectly, or by transfer, contributions, loans, guarantees or other security for a loan from a corporation, limited liability company, or partnership, including a limited liability partnership or professional corporation, ~~limited liability company, or partnership.~~ This prohibition does not apply to loans made in the regular course of business, regardless of the lender's form of business entity; but does prohibit the acceptance of a guarantee or other security for such a loan from a corporation, limited liability company, or partnership. This prohibition does not apply to contributions by political committees that are corporations, limited liability companies, or partnerships.

Multiple contributions from a single source (Rule 1-04(h))
Campaign Finance Board Rule 1-04(h) is amended as follows:

(h) **Multiple contributions from a single source.** If a candidate accepts more than one contribution from a single source, the contributions shall be totaled to determine the candidate's compliance with the applicable contribution limit. A "single source" includes any person, persons in combination, or entity who or which establishes, maintains, or controls another entity and every entity so established, maintained, or controlled, including every political committee established, maintained, or controlled by the same person, persons in combination, or entity. If a candidate accepts multiple contributions from a single source consisting of at least one contribution from a person having business dealings with the city and one or more contributions from an entity established, maintained, or controlled by that person, the applicable contribution limit shall be the limit applicable to persons having business dealings with the city pursuant to §3-703(1-a) of the Code.

Attributing an expenditure to an election (Rule 1-08(c))
Campaign Finance Board Rule 1-08(c) is amended as follows:

(e) Attributing an expenditure to an election.

(1) An expenditure is presumed to be made for the first election (in which the participant, limited participant or non-participant is a candidate) following the day it is made, except: (i) in the case of a State or local election, expenditures made before the first January 12 after an election will also be presumed to be made for that election; (ii) in the case of a federal election, expenditures made before the first January 1 after the election will also be presumed to be made for that election, except as may otherwise be provided under federal law and regulations.

(2) (i) If there is no contested primary election for an office, expenditures made by a participant or limited participant seeking that office are subject to the general election expenditure limit of §3-706(1) of the Code.

(ii) If there is a contested or write-in primary election in any party for an office, every participant or limited participant seeking that office, regardless whether the participant or limited participant is in the primary election, may make expenditures subject to the primary election expenditure limit of §3-706(1) of the Code, provided the participant or limited participant files the three pre-primary and 10 day post-primary election disclosure statements and daily disclosures pursuant to Rule 3-02(c), (d), and (e) in a timely manner. In this case, the general election expenditure limit will first apply after the date of the primary election.

(iii) Notwithstanding subparagraph (i), if a participant or limited participant

demonstrates to the Board that for a period preceding the primary election the participant or limited participant had reasonably anticipated a primary election in any party for the office the participant or limited participant seeks, the participant or limited participant may attribute expenditures made before and during that period to the primary election expenditure limit of §3-706(1) of the Code, provided the participant or limited participant files the three pre-primary and 10 day post-primary election disclosure statements and daily disclosures pursuant to Rule 3-02(c), (d), and (e) in a timely manner. In this case, the general election expenditure limit will first apply after that period. In order to demonstrate to the Board that for a period preceding the primary election the participant or limited participant had reasonably anticipated a primary election, the participant or limited participant must file a petition, consisting of an affidavit with supporting documentation, with the Board no later than ten business days following the date the last remaining candidate other than the participant or limited participant was finally disqualified from the ballot as set forth in Rule 5-02(b). The affidavit must specify the period of time during which it was reasonable to anticipate that a primary election would be held, identify the prospective candidate(s), and provide a factual basis for the participant's or limited participant's belief that a primary election was reasonably anticipated during the specified period of time. The supporting documentation must demonstrate that the prospective candidate(s) engaged in activities that would lead a reasonable person to believe that such candidate(s) would participate in the primary election. Such activities may include: (i) raising or spending funds for the primary election; (ii) authorizing a political committee with the Board of Elections for the primary election; (iii) filing a filer registration and/or certification form with the Board; (iv) engaging in petitioning activity, including the filing of petitions with the Board of Elections; (v) producing and/or distributing campaign literature; and (vi) campaigning for office or otherwise publicly declaring an intent to participate in the primary election.

Independent expenditures (Rule 1-08(f))

Campaign Finance Board Rule 1-08(f) is amended as follows:

(1) Factors for determining whether an expenditure is independent include, but are not limited to:

(i) whether the person, political committee, or other entity making the expenditure is also an agent of a candidate;

(ii) whether the treasurer of, or other person authorized to accept receipts or make expenditures for, the person, political committee, or other entity making the expenditure is also an agent of a candidate;

(iii) whether a candidate has authorized, requested, suggested, fostered, or otherwise cooperated in any way in the formation or operation of the person, political committee, or other entity making the expenditure;

(iv) whether the person, political committee, or other entity making the expenditure has been established, financed, maintained, or controlled by any of the same persons, political committees, or other entities as those which have established, financed, maintained, or controlled a political committee authorized by the candidate; ~~and~~

(v) whether the person, political committee, or other entity making the expenditure and the candidates have each retained, consulted, or otherwise been in communication with the same third party or parties, if the candidate knew or should have known that the candidate's communication or relationship to the third party or parties would inform or result in expenditures to benefit the candidate; ~~and~~

(vi) whether the candidate, any agent of the candidate, or any political committee authorized by the candidate shares or rents space for a campaign-related purpose with or from the person, political committee, or other entity making the expenditure.

(2) Financing the dissemination, distribution, or republication of any broadcast or any written, graphic, or other form of campaign materials prepared by a candidate is a contribution to, and an expenditure by, the candidate, unless this activity was not in any way undertaken, authorized, requested, suggested, fostered, or otherwise cooperated in by the candidate.

(3) An expenditure for the purpose of promoting or facilitating the nomination or election of a candidate, which is determined not to be an independent expenditure, is a contribution to, and an expenditure by, the candidate.

(4) (i) Communication between, or common agents shared by, parties and their nominees will not require a conclusion that all spending by the party's constituted committees and party committees in an election is an-

kind contribution to the nominee. The following expenditures made by party committees or constituted committees are not considered in-kind contributions to a candidate unless it is demonstrated that the candidate in some way cooperated in the expenditure and that the expenditure was intended to benefit that candidate:

(A) materials or activities that promote the party, or oppose another party, by name, platform, principles, history, theme, slogans, issues, or philosophy, without reference to particular candidates in an upcoming election subject to the requirements of the Act.

(B) materials or activities in connection with candidates and elections not subject to the requirements of the Act.

(C) training, compensating, or providing materials for poll watchers appointed by the party pursuant to New York Election Law §8-500.

(D) promoting party enrollment or voter turnout without reference to particular candidates in an upcoming election subject to Program requirements, including research, polling, recruitment of party employees and volunteers, and development and maintenance of voter and contributor lists.

(E) raising funds for the party without reference to particular candidates in an upcoming election subject to the requirements of the Act.

(F) mailing of absentee ballot applications in a special or general election in which an office not subject to the requirements of the Act is on the ballot.

(ii) The Board may require a candidate to demonstrate in any proceeding before the Board that any of the following expenditures that are made by a party committee or constituted committee ~~of the party nominating that candidate, after the nomination of any candidate for the same office at a primary election, or as otherwise provided in New York Election Law §6-160(2),~~ are not in-kind contributions to the candidate:

(A) expenditures for materials or activity that include an electioneering message about a clearly identified candidate ~~for that office, including the candidate or his or her opponent in the general election~~ a covered election.

(B) expenditures for advertisements, broadcasting, mailings, or electronic media for a candidate ~~nominated by the party~~ or against his or her opponent ~~in the general election~~, including a home page on the Internet.

(C) expenditures for which the candidate has, without making public disclosure of an outstanding liability in a timely manner, promised or made reimbursement or other payment to the party committee or constituted committee. These expenditures will be considered in-kind contributions during the time preceding the reimbursement or other payment by the candidate.

(5) If candidates announce they are running together as a "ticket" for which they have chosen to join together in a broad spectrum of activities to promote each other's election, the Board will presume that expenditures made by one candidate's campaign for materials or activities that clearly identify the other candidate are in-kind contributions to the second candidate. The following factors would increase the burden a candidate would have in overcoming this presumption: (i) the campaigns have staff, consultants, office space, or telephone lines in common; (ii) other in-kind contributions, expenditure refunds, advances, or joint expenditures have been made between these campaigns. If the expenditures are in-kind contributions, the expenditures are subject to the apportionment requirements of Rule 1-08(h).

Records to be Kept (Rule 4-01)

Campaign Finance Board Rule 4-01 is amended as follows:

(a) **Generally.** Candidates must keep records that enable the Board to verify the accuracy of disclosure statements, substantiate that expenditures were made in furtherance of the campaign, were qualified expenditures, or were permissible post-election expenditures, and confirm any matchable contributions claimed. Candidates must maintain and may be required to produce originals and copies of checks, bills, or other documentation to verify contributions, expenditures, or other transactions reported in their disclosure statements. Candidates shall maintain clear and

accurate records sufficient to show an audit trail that demonstrates compliance with the Act and these Rules. The records shall be made and maintained contemporaneously with the transactions recorded, and maintained and organized in a manner that facilitates expeditious review by the Board. Nothing in this chapter shall be construed to modify the requirements of New York Election Law §14-118. The records maintained for each campaign finance transaction, whether maintained on paper and/or electronically, shall be accurate and, if necessary, modified promptly to ensure continuing accuracy. Records that are contemporaneous and complete, as described in this Rule, including records using forms supplied by the Board, shall be presumed to be sufficient to demonstrate financial activity. If at any time a candidate becomes aware that a record of an expenditure, whether maintained on paper or electronically or both, is missing or incomplete, the candidate may create a new record or modify an existing record, provided that the record so created or modified is clearly identified by the candidate as such, and provided, further, that if the missing or incomplete record is an invoice from a vendor, the candidate must in the first instance attempt to get a duplicate or more complete record directly from such vendor prior to creating a new record or modifying an existing record. In addition, the candidate must create a further record, in the form of a signed, dated, and notarized statement by the candidate and/or treasurer and/or other campaign representative having first-hand knowledge of the matter, explaining the reasons for and the circumstances surrounding the creation or modification of a record. The Board reserves the right not to accept a noncontemporaneous record created or modified pursuant to this paragraph if, after review of the timing and other circumstances, it determines that the record is not sufficient to document the actual transaction.

(b) Receipts.

(1) **Deposit slips.** Candidates shall maintain copies of all deposit slips. The deposit slips shall be grouped together with the monetary instruments representing the receipts deposited into the bank or other depository accounts held by the candidate for an election, unless the candidate maintains other records that show, in a manner that similarly facilitates expeditious review, when these receipts were deposited. Where the bank or depository does not provide itemized deposit slips, candidates shall make a contemporaneous written record of each deposit. Such written record shall indicate the date of the deposit, the source and amount of each item deposited, whether each item deposited was a check, a money order, or cash, the name and title of the individual who made the deposit, and the total amount deposited.

(2) **Photocopies of checks and other monetary instruments.** Candidates shall maintain a photocopy of each check or other monetary instrument representing a contribution or other monetary receipt. In order for a contribution in the form of a check signed by an authorized agent of the contributor to be matchable, participants must maintain:

(a) a copy of the check upon which is printed the name of the actual contributor; and

(b) a document, signed by the contributor, which indicates:

- (i) that the person signing the check is authorized to do so;
- (ii) the date and amount of the contribution; and
- (iii) the principal committee's name.

(3) Cash and money order contribution cards.

(i) For each cash and money order contribution received, participants and non-participants shall maintain a separate written record containing:

- (A) the contributor's name;
- (B) the contributor's residential address;
- (C) the amount of the contribution; and
- (D) the authorized committee's name.

(4) Omitted.

(5) **Intermediary contribution statements.** For each instance in which a candidate accepts contributions from an intermediary, including any contributions delivered to a fundraising agent, or receives contributions solicited by an intermediary where such solicitation is known to the candidate, the candidate shall maintain a separate written record of the intermediary's name, residential address, employer and business address as well as the names of the contributors and the amounts contributed. This record shall contain the statement: "I hereby affirm that I did not, nor to my knowledge did anyone else, reimburse any contributor in any manner for his or her contribution and none of the submitted contributions was made by the contributor as a loan." This record shall be signed by the intermediary, or if the intermediary is unable to sign his or her name, marked with an "X" and signed by a witness. In addition, the record shall contain the following statement: "The making of false statements in this document is punishable as a class E felony pursuant to section 175.35 of the Penal Law and/or a Class A misdemeanor pursuant to section 210.45 of the Penal Law."

(6) **Credit card contributions.** ~~Candidates who accept credit card contributions shall maintain all records specified by the Board regarding these contributions, including, but not limited to, an authorization card signed by the contributor for each credit card contribution, copies of all records of electronic transfers received from credit card companies, and proof of real time address verification procedures.~~ For each instance in which a candidate accepts contributions by credit card, including contributions received

over the Internet, the candidate shall maintain a copy of the merchant account agreement as well as copies of all merchant account statements, credit card processing company statements and correspondence, transaction reports or other records demonstrating that the credit card used to process the transaction is that of the individual contributor (including proof of approval by the credit card processor for each contribution and proof of real time address verification), and a separate written record of the contributor's name, residential address, credit card account type, credit card account number, and credit card expiration date. This record shall contain the statement: "I understand that State law requires that a contribution be in my name and be from my own funds. I hereby affirm that this contribution is being made from my personal credit card account, billed to and paid by me for my personal use, and having no corporate or business affiliation, and is not being made as a loan." This record shall be signed by the contributor, or if the contributor is unable to sign his or her name, marked with an "X" and signed by a witness. Adjacent to the signature or mark, the contributor or witness shall write the date on which he or she signed the record. The Board shall provide a specimen of this card. Notwithstanding the requirements of this paragraph, in the case of credit card contributions made over the Internet, authorization cards need not be signed by the contributor. In addition, if the candidate accepts credit card contributions over the Internet, the candidate shall maintain a copy of all website content concerning the solicitation and processing of credit card contributions.

(7) Segregated Account Contribution Cards.

Participants shall maintain a written record of the contributor's name, residential address, contribution amount, and date for each contribution which the participant deposits into a segregated bank account pursuant to Rule 5-01(n)(2). The record shall be signed by the contributor or, if the contributor is unable to sign his or her name, marked with an "X" and signed by a witness to the contribution, and the following statement shall be placed above the signature line: "I understand that this entire contribution will be used only (i) to pay expenses or debt from a previous election; (ii) by the candidate for an election other than the election for which this contribution is made; or (iii) to support candidates other than the candidate to whose campaign this contribution is made, political party committees, or political clubs. I further understand that this contribution will not be matched with public funds. I understand that State law requires that a contribution be in my name and be from my own funds. I hereby affirm that this contribution is being made from my personal funds, is not being reimbursed in any manner, and is not being made as a loan." Adjacent to the signature or mark, the contributor or witness shall write the date on which he or she signed the record. The Board shall provide a specimen of this card.

(8) **Transfers.** Candidates shall obtain and maintain all records specified by the Board regarding transfers, including, but not limited to, in the case of transfers from a committee not otherwise involved in the covered election, other than another principal committee of the same candidate, a record, obtained prior to receipt of the transfer, demonstrating, for each contribution to be transferred to a participant's authorized committee, the contributor's intent to designate the contribution for the covered election. This record shall contain the statements: "I understand that this contribution will be used by the candidate for an election other than that for which the contribution was originally made. I further understand that the law requires that a contribution be in my name and be from my own funds. I hereby affirm that this contribution was made from my personal funds, is not being reimbursed in any manner, and is not being made as a loan." This record shall be signed by the contributor, or if the contributor is unable to sign his or her own name, marked with an "X" and signed by a witness. Adjacent to the signature or mark, the contributor or witness shall write the date on which he or she signed the record.

(c) **In-kind contributions.** For each in-kind contribution, candidates shall maintain a receipt or other written record ~~showing that provides the date(s) the in-kind contribution was made, the name and address of the contributor, a detailed description of the goods or services provided, and such further information and/or documentation necessary to show how the value of the contribution was determined.~~

(d) **Bills.** Candidates shall retain a copy of each bill for goods or services provided. Candidates shall maintain written documentation showing that a bill has been forgiven. Documentation for goods or services must be contemporaneous and must provide the date the vendor was retained or the date the goods or services were provided, the vendor's name and address, the amount of the expenditures, and a detailed description of the goods and services provided. If the invoice supplied by the vendor does not meet these requirements, the candidate must create an additional contemporaneous record containing the necessary information, and such record must be signed by the vendor and the campaign treasurer or other representative of the campaign. In the case of services that were subcontracted by the vendor, candidates must obtain documentation meeting the above requirements for the subcontracted services from the vendor. For wages, salaries, and consulting fees, candidates must maintain a contemporaneous record, signed by the employee or consultant and the campaign, and dated, providing the name and address of the employee or consultant, a detailed description of the services, the amount of the wages, salary or consulting fees, the date(s) on which the work was performed, the period for which the individual was retained, and a detailed breakdown of the number of hours worked. The Board shall provide specimens of records for employees and consultants, including daily timesheets for election day workers and consultant agreements.

(e) Disbursements.

(1) **By check.** A candidate shall make all disbursements by check, except for petty cash. The date, payee name, purpose, and number of each check, as well as all inter-account

transfers, any other debits, and any additional information as determined by the Board, shall be recorded in a checkbook register.

(2) **Petty cash.** Candidates may maintain a petty cash fund of no more than \$500 out of which they may make disbursements not in excess of \$100 to any person or entity per purchase or transaction. If a petty cash fund is maintained, the candidate shall maintain a petty cash journal including the name of every person or entity to whom any disbursement is made, as well as the date, amount, and purpose of the disbursement.

(3) **Credit card and charge card purchases.** Candidates shall maintain a monthly billing statement or customer receipt for each disbursement from a credit card or charge card account showing vendors underlying the disbursement.

(4) **Reimbursement of advances.** Candidates shall obtain vouchers for any reimbursements they make to persons, including the candidate, for purchases made on behalf of the committee. The voucher shall be presented by the person making the purchase and shall include his or her name, the date and amount of the purchase, the vendor's name, and the manner of payment, including check number, credit card name, and cash. A receipt, bill, or invoice from the vendor shall be attached to the voucher.

(f) **Bank records.** Candidates shall maintain the following records received from banks and other depositories relating to accounts: (1) all periodic bank or other depository statements in chronological order, maintained with any other related correspondence received with those statements, such as credit and debit memos and contribution checks returned because of insufficient funds and (2) all returned and cancelled disbursement checks, including substitute checks which may be returned by the bank in lieu of cancelled checks.

(g) **Loans.** The candidate shall obtain, maintain, and make available to the Board upon its request written documentation: (1) for each loan received, including loans made by the candidate; (2) for each loan repayment; and (3) that shows that a loan has been forgiven. The loan agreement shall be contemporaneous and in writing, shall be signed and dated by both parties, and shall provide all terms and conditions of the loan, including the amount and term of the loan. The candidate shall retain copies of loan checks and records of electronic transfers.

(h) **Subcontracted goods and services.** Candidates required to itemize the cost of subcontracted goods and services pursuant to Rule 3-03(e)(3)(ii) shall obtain and maintain documentation from the consultant or other person who or which subcontracts, containing all information required to be disclosed pursuant to that rule.

(i) **Fundraisers.** Candidates shall maintain records for all fund-raising events, including all house parties, which shall contain: the date and location of the event; the person(s) and/or organization(s), other than the candidate's authorized committee, hosting the event; an itemized listing of all expenses incurred in connection with the event, including all expenses whether or not paid or incurred by the authorized committee; and the contributor name and amount of each contribution received at or in connection with the event. This subdivision does not apply to activities on an individual's residential premises, including house parties, to the extent that the cost of those activities do not exceed \$500 and are not contributions pursuant to §3-702(8)(ii) of the Code.

(j) **Campaign offices.** Candidates shall maintain a list identifying the address of each campaign office.

(k) **Political advertisements and literature.** Pursuant to New York Election Law §14-106, candidates shall maintain copies of all advertisements, pamphlets, circulars, flyers, brochures, letterheads, and other printed matter or electronic media purchased or produced and a schedule of all radio or television time purchased and scripts used therein.

(l) **Vendors.** In addition to obtaining and keeping contemporaneous documentation (such as bills) for all goods and services provided by vendors, including campaign consultants and attorneys, and employees, when a candidate retains or otherwise authorizes a person or entity (including an employee) to provide goods and/or services to the candidate, and the candidate knows or has reason to believe that the goods and/or services to be provided directly or indirectly by this vendor will exceed \$1,000 in value during the campaign, the candidate shall:

(1) keep a copy of the contemporaneously written contract with the vendor, which shall, at a minimum, provide the name and address of the vendor, be signed and dated by both parties, state the terms of the contract including the terms of payment and a detailed description of the goods and/or services to be provided, and shall include, if the contract was at any time amended, a contemporaneously written contract amendment, signed and dated by both parties and describing in detail the changes to the terms and conditions of the contract, or

(2) if no contemporaneously written contract has been entered into, keep a contemporaneously written record that includes the date the vendor is retained or otherwise authorized by the candidate, the name and address of the vendor, and the terms of the agreement or understanding between the candidate and the vendor including the terms of payment and a detailed description of the goods and/or services the vendor is expected to provide. If the agreement or understanding was at any time amended, the candidate shall create and maintain a

contemporaneously written record describing in detail the changes to the terms and conditions of the agreement or understanding.

In addition to the records to be kept pursuant to subparagraphs (1) or (2) above, the candidate shall keep evidence sufficient to demonstrate that the work described in the contract was in fact performed and completed. Such evidence may include samples or copies of work product, emails, time records, phone records, and photographs or other documentary evidence. Where such evidence is nonexistent or unavailable, the candidate shall maintain affidavits signed by the vendor and either the candidate, treasurer, or other campaign representative having first-hand knowledge, describing the goods or services provided and the reason(s) why documentary evidence is nonexistent or unavailable.

(m) Advances. In such form as may be prescribed by the Board, candidates shall maintain records of advances which shall include the name and address of each person who made an advance on behalf of the authorized committee, the amount so advanced, the name and address of each payee to whom advanced funds were paid, the amount paid, and the purpose of each payment.

(n) Business dealings with the City. For each individual or entity making a contribution, loan, guarantee or other security for such loan in excess of the amounts set forth in §3-703(1-a) of the Code, candidates shall obtain and maintain all records specified by the Board regarding any response, or any failure to respond, concerning whether such individual or entity has business dealings with the City. Such record, at a minimum, shall request that the contributor provide the name of the agency or entity with which such business dealings are or were carried on and the appropriate type or category of such business dealings.

(o) Travel. Candidates shall obtain and maintain originals and copies of all checks, bills, or other documentation to verify campaign-related travel transactions reported in disclosure statements. In addition to the above, for all travel, with the exception of travel by public transportation within New York City, candidates shall create and maintain a contemporaneous record describing the campaign-related purpose of the travel, the complete travel itinerary, the dates of the travel, and the names of all individuals who participated in the travel. For travel by private car, candidates must create and maintain a contemporaneous travel log providing, for each trip and each vehicle, the names of the driver and passengers, the date(s) and purpose of each trip, the itinerary, including all the locations of any campaign events and other stops, the beginning and ending mileage, and the total mileage. Travel between two stops is considered an individual trip for logging purposes even if the stops are part of a multi-stop itinerary. For the purposes of reporting and reimbursing campaign expenditures, candidates shall calculate expenditures for travel by private car based on mileage according to the provisions of directive six of the New York City Comptroller.

Assistance to Candidates; Records (Rule 4-04)

Campaign Finance Board Rule 4-04 is amended as follows:

Rule 4-04 Assistance to Candidates; Records.

In order to promote compliance with the requirements of the Act and these Rules, the Board's staff shall offer assistance to candidates in developing campaign procedures for gathering campaign finance information and keeping records and shall, to the extent feasible, provide model recordkeeping journals and forms. A participant's failure to keep records required by this Chapter, or provide to the Board, upon its request or as required by these Rules, records or other information, may result in a determination that matchable contribution claims are invalid pursuant to Rule 5-01(d)(17); a determination pursuant to § 3-710(2)(b) of the Code that the participant made expenditures for purposes other than qualified campaign expenditures, including a determination whether the participating candidate shall be required to personally repay such expenditures to the Board; a determination pursuant to § 3-710(2)(c) of the Code that the participant must return excess funds to the Board due to the failure to demonstrate that the participant made expenditures in furtherance of his or her nomination or election equal to or greater than the total of contributions, other receipts, and payments from the fund received; the withholding of public funds pursuant to Rule 5-01(e); and the assessment of penalties pursuant to §§ 3-710.5 and 3-711 of the Code.

Payment Procedure (Rule 5-01(f))

Campaign Finance Board Rule 5-01(f) is amended as follows:

(f) Basis for ineligibility determination. The Board shall determine whether public funds shall not be paid to a participant for reasons that include, but are not limited to:

- (1) if there is reason to believe that the participant has committed a violation of the Act or these Rules;
- (2) if the participant has failed to meet one of the eligibility criteria of the Act or these Rules;
- (3) if the participant is required to repay public funds previously received, as described in Rule 5-03, or if the participant has failed to pay any outstanding claim of the Board for the payment of civil penalties or the repayment of public funds against such participant or his or her principal committee or a principal committee of such

participant from a prior covered election, provided that the participant has received written notice of the potential payment obligation and potential ineligibility determination in advance of the certification deadline for the current covered election or an opportunity to present reasons for his or her eligibility for public funds to the Board;

- (4) if the participant fails to submit a disclosure statement required by these rules;
- (5) if the participant fails to provide to the Board, upon its request, documents or records required by Chapter 4 of these rules, or other information that verifies campaign activity;
- (6) if previous public fund payments to the participant for the election equal the maximum permitted by the Act;
- (7) if the participant or an agent of the participant has been found by the Board to have committed fraud in the course of Program participation or to be in breach of certification pursuant to Rule 2-02; ~~or~~
- (8) if the participant fails to file the receipt indicating compliance with §12-110 of the Code, as required pursuant to §3-703(1)(m) of the Code and Rule 3-11;
- (9) if the participant endorses or publicly supports his or her opponent for election pursuant to §3-705(9) of the Code; or
- (10) if the participant loses in the primary election but remains on the ballot for the general election and fails to certify to the Board, as required by §3-705(10) of the Code, that he or she will actively campaign for office in the general election, or if the participant certifies to the Board that he or she will actively campaign for office in the general election but thereafter fails to engage in campaign activity that shall include but not be limited to, raising and spending funds, seeking endorsements, and broadly soliciting votes.

Pre-election payments (Rule 5-01(i))

Campaign Finance Board Rule 5-01(i) is amended as follows:

(i) Pre-election payments.

(1) Pursuant to §§ 3-709(5) and (6) of the Code: (i) no public funds shall be paid to participants in a primary election any earlier than two weeks after the last day to file designating petitions for such primary election; (ii) no public funds shall be paid to participants in a runoff primary election or general election any earlier than the day after the day of the primary election held to nominate candidates for such election; and (iii) no public funds shall be paid to participants in a runoff special election held to fill a vacancy any earlier than the day after the day of the special election for which such runoff special election is held.

(2) Pursuant to §3-703(1)(a) and (5) of the Code, public funds are not payable to a participant who has not met the legal requirements to have his or her name on the ballot or who is unopposed. To enable the Board to ascertain whether a candidate has met the legal requirements to be on the ballot and is opposed, the Board shall first make payments in an election after the Board of Elections conducts hearings on the ballot petitions filed in that election except if the Board determines that delays in Board of Elections proceedings or determinations warrant first making payments earlier.

(3) The Board shall schedule at least three payment dates in the thirty days prior to a covered election, and the Board shall provide each candidate a written determination specifying the basis for any non-payment. Candidates may petition the Board in writing for a reconsideration of any such non-payment determination, and in the case of a petition received prior to the election, such reconsideration shall occur within five business days of the filing of such petition. The candidate shall not include in any such petition any documentation or information not submitted to the Board prior to the non-payment determination that is the subject of the petition unless such documentation or information is specifically requested in writing by the Board or the candidate demonstrates good cause for the previous failure to submit such documentation or information on a timely basis. In the event the Board is unable to convene within five business days, the Board may delegate to the Chair of the Board or his or her designee authority to make a determination regarding the petition. If the petition is denied, the Board shall provide notice to the candidate of the reasons for such denial and notify the candidate ~~may~~ of his or her right to appeal the Board's determination pursuant to Article 78 of the Civil Practice Law and Rules.

Reduction in maximum public funds payable (Rule 5-01(r))

Campaign Finance Board Rule 5-01(r) is amended as follows:

(r) Reduction in maximum public funds payable. Pursuant to §3-705 of the Act, the maximum amount of public funds a participant may otherwise be eligible to receive will be reduced by the sum of the following: (1) any public funds retained by the Board in lieu of civil penalties; (2) any public funds retained by the Board in lieu of funds the participant is required to pay back to the Fund pursuant to the Act; ~~and~~ (3) any public funds withheld pursuant to Rule 5-01(e)(2); ~~and~~ (4) pursuant to §3-703(1-b) of the Code, an amount equal to the total unreturned contributions in excess of the limitations applicable to persons having business dealings with the city.

Repaying Public Funds (Rule 5-03(e))

Campaign Finance Board Rule 5-03(e) is amended as follows:

(e) Unspent campaign funds.

(1) Pursuant to §3-710(2)(c) of the Code, the Board shall notify a participant in writing if it finds that the participant owes unspent campaign funds to the Board. The participant shall promptly pay to the Board unspent campaign funds from an election; provided, however, that all unspent campaign funds for a participant shall be immediately due and payable to the Board upon a determination by the Board that the participant has delayed the post-election audit process. The participant shall promptly pay to the Board any additional unspent campaign funds based upon a determination made by the Board at a subsequent date. Unspent campaign funds determinations made by the Board shall be based on the participant's receipts and expenditures (including any outstanding bills). The Board may also consider information revealed in the course of an audit or investigation in making an unspent campaign funds determination, including, but not limited to, the fact that campaign expenditures were made in violation of law, that expenditures were made for any purpose other than the furtherance of the participant's nomination or election, or that the participant has not maintained or provided requested documentation.

(2) (i) A participant may not use receipts for any purpose other than disbursements in the preceding election until all unspent campaign funds have been repaid, except as otherwise provided in Rule 1-03(b). Notwithstanding the presumption of Rule 1-08(c)(1), a participant has the burden of demonstrating that a post-election expenditure is for the preceding election.

(ii) Before repaying unspent campaign funds, a participant may make post-election expenditures only for routine activities involving nominal cost associated with winding up a campaign and responding to the post-election audit. Such expenditures may include: payment of utility bills and rent; reasonable staff salaries and consultancy fees for responding to a post-election audit; reasonable staff salaries and legal fees incurred prior to the date of the issuance of the participant's final audit report and associated with defending against a claim that public funds must be repaid; a post-election event for staff, volunteers, and/or supporters held within thirty days of the election; reasonable moving expenses related to closing the campaign office; a holiday card mailing to contributors, campaign volunteers, and staff; thank you notes for contributors, campaign volunteers, and staff; payment of taxes and other reasonable expenses for compliance with applicable tax laws; and interest expense. Routine post-election expenditures that may be paid for with unspent campaign funds do not include such items as post-election mailings other than as specifically provided for in this subparagraph; making contributions; or making bonus payments or gifts to staff or volunteers, or holding any post-election day event, including, but not limited to, any meal or any party. Unspent campaign funds may not be used for transition and inauguration activities.

(iii) Notwithstanding the restriction on the use of receipts provided in subdivision (2)(i), a participant who has outstanding liabilities from the election, including a participant who owes public funds or penalties to the Board, may make post-election expenditures for the purpose of raising funds to repay such debt, provided, however, that such expenditures and any contributions received shall be included in the participant's unspent funds calculation unless such expenditures and contributions are incurred or received after the date of the issuance of the participant's final audit report.

Determination of Eligibility (Rule 7-03(a))

Campaign Finance Board Rule 7-03(a) is amended as follows:

Rule 7-03 Review of Contributions and Expenditures.

(a) Determination of eligibility. (1) Pursuant to §3-705(6) of the Code, the Board shall determine whether a limited participant or a non-participant has spent or contracted or become obligated to spend an amount which, in the aggregate, exceeds ten thousand dollars; (2) pursuant to ~~§3-705(7)(b)~~ §3-705(7)(a) of the Code, the Board shall determine whether a candidate has spent or contracted or become obligated to spend, or received in loans or contributions, or both, an amount which, in the aggregate, exceeds one-fifth of the applicable expenditure limit for such office as provided by §3-706(1) of the Code; (3) pursuant to §3-706(3)(a) of the Code, the Board shall determine whether a non-participant has spent or contracted or become obligated to spend, or received in loans or contributions, or both, an amount which, in the aggregate, exceeds one-half the expenditure limit applicable to the participant(s) and/or limited participant(s) opposing that candidate; (4) pursuant to §3-706(3)(b) of the Code, the Board shall determine whether a non-participant has spent or contracted or become obligated to spend, or received in loans or contributions, or both, an amount which, in the aggregate, exceeds three times the expenditure limit applicable to the participant(s) and/or limited participant(s) opposing that candidate; and (5) the Board shall verify the truthfulness of any certified signed statement submitted pursuant to §3-705(7)(b) of the Code

and the Board shall determine whether and any supporting documentation submitted pursuant to § 3-705(7)(e) § 3-705(7)(b) of the Code demonstrates the existence of the condition or conditions described in such statement. For the purposes of making a determination pursuant to § 3-705(7)(b)(1) of the Code, a non-participating or a limited participating candidate shall be presumed to have the ability to self finance when it is demonstrated through supporting documentation that such candidate has readily available funds in excess of one-fifth of the applicable expenditure limit and that such candidate can reasonably be expected to spend such funds for his or her nomination or election.

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SPECIAL MATERIALS

CONSUMER AFFAIRS

NOTICE

CONSUMER BILL OF RIGHTS REGARDING TAX PREPARERS

The tax preparer is required by law to give each customer a free, current, and legible copy of this "Consumer Bill of Rights Regarding Tax Preparers" before any discussions about tax preparation services.

If you are hiring a tax preparer, you have a right to know:

- **The individual tax preparer's qualifications.** A notice of a tax preparer's qualifications must be posted in the office, and a preparer must maintain records showing the qualifications are real, including whether the preparer is an accountant or an attorney.
- **How fees are calculated, including minimum charges and any additional charges.** You must be given a receipt that states the charges for each tax return. The receipt must list the address and phone number where the tax preparer may be contacted during the year.
- **Whether or not the tax preparer will represent the taxpayer at a government audit.** Failure to make this disclosure shall mean that the tax preparer agrees to represent the taxpayer or to provide representation.

Information about Refund Anticipation Loans (RALs)

- A Refund Anticipation Loan is not a tax refund, but is in fact a high-interest loan against an anticipated tax refund.
- Any advertisement for a RAL must state conspicuously that it is a loan, that the lender will charge a fee or interest, and it must identify the lender.
- If a taxpayer does not understand English or Spanish, a tax preparer must orally explain the information about a RAL in a language the taxpayer understands.
- Consumers and other taxpayers eligible for Earned Income Tax Credit (EITC) refunds should ask tax preparers about electronic and other filing options to speed up payment of refunds and avoid using RALs.

Before entering into a RAL, a tax preparer must disclose in writing in English and Spanish:

- that a taxpayer is not required to take out a RAL;
- the gross amount of the refund a consumer is eligible to receive without taking out a RAL;
- the fees to be paid for taking out such a loan;
- the approximate loan amount the taxpayer will receive;
- the estimated annual percentage rate to be paid for the loan based on the amount of time the loan will be outstanding;
- the approximate date by which a taxpayer who takes out a loan can expect to receive the loan amount or the approximate date by which a taxpayer who does not take out a RAL can expect to receive his or her tax refund.

You are also entitled to:

- Receive a statement, before becoming obligated to the tax preparer, telling you:
 - about the tax preparation service the preparer provides;
 - an estimate of the total cost of each service offered by the tax preparer;
 - an estimation of the interest rate of any Refund Anticipation Loan or other loan services offered by the tax preparer; and
 - an estimate of how long you may reasonably have to wait for a tax refund for each refund or tax preparation service offered by the preparer.

- Receive all personal papers upon request, when the original tax return is given to the taxpayer for filing (unless the tax preparer is specifically permitted to retain such papers under state law).

- Receive a copy of every tax return prepared, at the time the original is given to the taxpayer for filing.

- Have the tax preparer sign every tax return.

It's illegal for a tax preparer to...

- Ask a taxpayer to sign a blank or incomplete tax return.
- Misrepresent his or her qualifications.
- Reveal any information appearing on, or related to, a tax return to any person or business other than the taxpayer, or his or her authorized designee.
- Induce or attempt to induce a taxpayer to violate any governmental law, rule, or regulation.
- Use the word "accountant" in any advertisement unless at least one Certified Public Accountant or Public Accountant is present at each tax preparation location during all business hours, and controls all tax returns prepared at the location.
- Use any term describing a specialty or expertise in an advertisement, unless the tax preparer's relevant education or experience is also disclosed in the advertisement.
- Alter a tax return after it has been signed by the taxpayer, without the taxpayer's written consent.
- Charge a fee based upon the amount of tax owed or refund due.
- Guarantee a tax refund, or guarantee that the taxpayer will not be audited by any government tax agency.
- Request a taxpayer to assign to the preparer any portion of the refund due.

- Use the tax preparer's addresses on a tax return as the place to which a refund should be mailed, unless the taxpayer has signed a power of attorney containing such authorization.

- Claim to give taxpayers an "instant tax refund" that is actually an interest-bearing loan unless that fact is disclosed to the taxpayer in accordance with federal and state law.

Consumers may complain to the New York City Department of Consumer Affairs, 42 Broadway, New York, NY 10004, at 3-1-1 (212-NEW-YORK outside New York City) or www.nyc.gov/consumers.

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TRANSPORTATION

PUBLIC NOTICE

PUBLIC NOTICE OF A CONCESSION OPPORTUNITY FOR THE OPERATION, MANAGEMENT AND MAINTENANCE OF PEDESTRIAN PLAZAS LOCATED ON BROADWAY BETWEEN 41ST AND 36TH STREETS, BOROUGH OF MANHATTAN

Pursuant to the Concession Rules of the City of New York, the Department of Transportation ("DOT") intends to enter into a concession for the operation, management, and maintenance of pedestrian plazas located on Broadway between 41st and 36th Streets, Borough of Manhattan, including through DOT-approved events, sponsorships, and subconcessions, providing for the sale of any of the following: prepared food, flowers, locally grown produce or locally manufactured products, merchandise (such as souvenirs or T-shirts) that helps brand or promote the neighborhoods or the concessionaire, and other similar merchandise. The concessionaire shall issue solicitations in the basic form of a Request for Proposals to select entities to operate and manage such subconcessions. The selection of the entities to operate and manage the subconcessions will be subject to DOT's approval.

The concession agreement will provide for one (1) five-year term and four (4) one-year renewal options, exercisable at DOT's discretion. Any revenue received by the concessionaire in excess of both the amount attributable to maintenance of the pedestrian plazas and reasonable administrative costs shall be paid to DOT for the City's General Fund.

DOT has identified the Fashion Center Business Improvement District ("Fashion BID") as a potential concessionaire, but DOT will consider additional expressions of interest from other potential concessionaires for the operation, management, and maintenance of pedestrian plazas located on Broadway between 41st and 36th Streets, Borough of Manhattan.

Instructions and information for potential concessionaires concerning how they may express interest in the proposed concession and/or how they may obtain additional information concerning the proposed concession should be directed to Andrew Wiley-Schwartz, Assistant Commissioner for Public Spaces, at (212) 442-7462 or by email at awileyschwartz@dot.nyc.gov. To ensure the consideration by DOT of any expressions of interest resulting from this notification, please contact Mr. Wiley-Schwartz by Friday, October 31, 2008. Mr. Wiley-Schwartz may also be contacted with any questions relating to the proposed concession. Please note that the New York City Comptroller is charged with the audit of concession agreements in New York City. Any person or entity that believes that there has been unfairness, favoritism or impropriety in the concession process should inform the Comptroller, Office of Contract Administration, 1 Centre Street, New York, New York 10007, telephone number (212) 669-2323.

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CHANGES IN PERSONNEL

POLICE DEPARTMENT FOR PERIOD ENDING 10/03/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
BROWN	WILLIE	J	7021A	\$71094.0000	RETIRED	NO	09/06/08
BUCKLEY	CHRISTOP	M	70210	\$41696.0000	RESIGNED	NO	09/03/08
BUDHU	SYBIL	K	71012	\$30242.0000	APPOINTED	YES	09/12/08
BUNTMAN	JENNIFER	R	06750	\$65000.0000	APPOINTED	YES	09/21/08
BUQUICCHIO	JOHN	F	70235	\$90673.0000	RETIRED	NO	09/20/08
BURKE	BRIAN	J	7026E	\$144437.0000	PROMOTED	NO	06/27/08
CABARCAS	GUSTAVO	A	7023A	\$92506.0000	PROMOTED	NO	08/29/08
CAESAR	KEVILLE	A	70206	\$13.0900	RESIGNED	YES	08/30/08
CAMACHO	ABIGAIL		70205	\$9.1300	APPOINTED	YES	09/04/08
CAMARENA	RANCE	A	70210	\$65382.0000	TERMINATED	NO	09/16/08
CAMMARATA	AUDREY		10124	\$47563.0000	INCREASE	NO	08/29/08
CAMPBELL	JAIME	F	7021C	\$96903.0000	RETIRED	NO	09/17/08
CAPASSO	STEPHEN		7026D	\$137172.0000	PROMOTED	NO	04/30/08
CAPITALI	DONALD	A	21849	\$64075.0000	INCREASE	YES	08/29/08
CARIONE	DANIEL	A	7026D	\$137172.0000	PROMOTED	NO	03/28/08
CARTER	VICKIE	L	70205	\$9.1300	APPOINTED	YES	09/04/08
CARVAJAL	JORGE	L	70235	\$73000.0000	PROMOTED	NO	08/29/08
CHEN	MEI YIN		70205	\$9.1300	APPOINTED	YES	09/04/08
CHEN	QI HONG		92510	\$270.8800	PROMOTED	NO	08/29/08
CHEN	SUE	A	21849	\$42950.0000	APPOINTED	YES	09/07/08
CHI	HUI		70235	\$73000.0000	PROMOTED	NO	08/29/08
CHINCHILLA	NANCY	P	70210	\$50737.0000	APPOINTED	NO	09/19/08
CICCONE	RICKY	F	70205	\$9.1300	RESIGNED	YES	09/10/08
CINTRON	SILVESTR		70205	\$9.1300	APPOINTED	YES	09/04/08
CIORRA	PAUL		7026D	\$137172.0000	PROMOTED	NO	03/28/08
CIRABISI	STEPHEN		7026D	\$137172.0000	PROMOTED	NO	07/25/08
CIRILLO	KIMBERLY	A	70205	\$9.1300	APPOINTED	YES	09/04/08
CLARK	HOWARD	C	71012	\$30242.0000	APPOINTED	YES	09/12/08
CLINTON	DEBORAH		70205	\$9.1300	APPOINTED	YES	09/04/08
COAKLEY	WILSON		7165A	\$36949.0000	DISMISSED	NO	02/14/08
CODD-PEREZ	MARIA	E	70260	\$98638.0000	PROMOTED	NO	09/01/08
COLAMUSSI	VITO		7026E	\$144437.0000	PROMOTED	NO	04/30/08
COLLADO	IVELISSA		71012	\$30242.0000	APPOINTED	YES	09/12/08
COLON	SULINA		70205	\$9.1300	APPOINTED	YES	09/04/08
COLON	VIVIAN		70205	\$9.1300	APPOINTED	YES	09/04/08
CONNOLLY	THOMAS	J	7026D	\$137172.0000	PROMOTED	NO	08/29/08

CONROY	JAMES	J	06108	\$82328.0000	INCREASE	YES	05/30/08
CORR	PAUL	J	70260	\$98638.0000	PROMOTED	NO	09/01/08
COTTO	JACKELIN	M	71012	\$30242.0000	APPOINTED	YES	09/12/08
COYLE	KATHLEEN	F	70260	\$98638.0000	PROMOTED	NO	09/01/08
CRAIG-SEAMAN	TSAHAY	T	71012	\$30242.0000	APPOINTED	YES	09/12/08
CRAWFORD	LINZEY		7165B	\$37514.0000	INCREASE	YES	08/29/08
CRESPO	ROBERT	J	70235	\$73000.0000	PROMOTED	NO	08/29/08
CRUZ	ISIS		70205	\$9.1300	APPOINTED	YES	09/04/08
CUILAN	KRISMELI		71012	\$30242.0000	APPOINTED	YES	09/12/08
CUMBERBATCH	ANDREA	R	71012	\$30242.0000	APPOINTED	YES	09/12/08
CUSICK	MIRIAM	C	60817	\$32740.0000	RESIGNED	NO	09/05/08
D'AMBRA	MOLLY	M	06750	\$85000.0000	APPOINTED	YES	09/07/08
DAVIS	CHARLENE		71013	\$46408.0000	INCREASE	YES	08/29/08
DAVIS	CHARLES	F	70235	\$73000.0000	PROMOTED	NO	08/29/08
DAWSON	SHERMILL		71012	\$30242.0000	APPOINTED	YES	09/12/08
DEDOS	IRIS	N	70205	\$9.1300	APPOINTED	YES	09/04/08
DELACRUZ	JOSE		7165A	\$38772.0000	RETIRED	NO	09/25/08
DELANCEY	KAREN		7021D	\$75128.0000	RETIRED	NO	09/27/08
DEMARCO	CARLO		92510	\$270.0800	PROMOTED	NO	08/29/08
DEMARINO	VINCENT	A	7026F	\$152145.0000	RETIRED	NO	09/21/08
DEMPSEY	WILLIAM	L	7026D	\$137172.0000	PROMOTED	NO	08/29/08
DERR	BRIAN	M	30087	\$49169.0000	INCREASE	YES	08/29/08
DEVLIN	CHRISTOP		13621	\$65000.0000	APPOINTED	YES	09/07/08
DIAZ	IRIS		60817	\$29689.0000	RESIGNED	NO	08/21/08
DIEHM	JOHN	E	92510	\$270.0800	PROMOTED	NO	08/29/08
DIELINGEN	DONICA	D	71012	\$30242.0000	APPOINTED	YES	09/12/08
DINGLE	TIFFANY	S	71012	\$30242.0000	APPOINTED	YES	09/12/08
DOMBROVSKI	EDUARD		70235	\$73000.0000	PROMOTED	NO	08/29/08
DOMINGUEZ	ALICIA		70205	\$9.1300	APPOINTED	YES	09/04/08
DOMINGUEZ	CAMELLE	D	71012	\$30242.0000	APPOINTED	YES	09/12/08
DOORNICK	ALANA	A	71012	\$30242.0000	APPOINTED	YES	09/12/08
DORFMAN	INGA		21849	\$42950.0000	APPOINTED	YES	09/21/08
DUFFY	KAREN		71012	\$30242.0000	RESIGNED	YES	09/18/08
DUKE	BRENDAN		7023B	\$92506.0000	PROMOTED	NO	08/29/08
DUNCAN	LEROY		13611	\$40026.0000	APPOINTED	NO	09/07/08
DUNNE	CHARLES	G	7026E	\$144437.0000	PROMOTED	NO	05/30/08
DUNSON	SADIYYAH	S	71012	\$30242.0000	APPOINTED	YES	09/12/08
DURKIN	JOHN		7026D	\$137172.0000	PROMOTED	NO	06/27/08
DUSCHENCHUK	MICHAEL	A	21849	\$64075.0000	INCREASE	YES	08/29/08
EHRENKRANZ	BRUCE		70260	\$98638.0000	PROMOTED	NO	09/01/08
EICHELBERGER	KEVINIA	R	71012	\$30242.0000	APPOINTED	YES	09/12/08
ESPINOSA	SHARON	L	71012	\$30242.0000	APPOINTED	YES	09/12/08
ESTRADA	ANA	M	70205	\$9.1300	APPOINTED	YES	09/04/08
ETHERIDGE	REGINA	A	71012	\$30242.0000	APPOINTED	NO	09/12/08
FAMIGHETTI	ANTHONY	J	70235	\$73000.0000	PROMOTED	NO	08/29/08
FERRENS	DARLENE		71014	\$55218.0000	PROMOTED	NO	08/29/08
FIGLIO	MARYANN		70205	\$12.5800	RETIRED	YES	08/31/08
FRAMPTON	RASHEIDA	T	71012	\$30242.0000	APPOINTED	YES	09/12/08

FRANCISCO	SUSAN	M	06750	\$58746.0000	APPOINTED	YES	09/21/08
FULTON	WAYNE		06750	\$80000.0000	APPOINTED	YES	09/21/08
GEORGE-CRUZ	HERMINIO		71651	\$27013.0000	RESIGNED	YES	09/10/08
GEORGES	SANDRA	A	70205	\$9.1300	APPOINTED	YES	09/04/08
GERSON	GREGG	S	7023B	\$92506.0000	PROMOTED	NO	08/29/08
GERVASIO	CHRISTOP	M	7023B	\$92506.0000	PROMOTED	NO	08/29/08
GILLIS	BRYAN	F	7023B	\$92506.0000	PROMOTED	NO	08/29/08
GIURATO	ERACILIA		70205	\$9.1300	APPOINTED	YES	09/04/08
GOLDBERG	DANIELLE	F	70235	\$73000.0000	PROMOTED	NO	08/29/08
GOLDEN	TANIKQUA		70205	\$9.1300	APPOINTED	YES	09/04/08
GOLDING	LETICIA	C	71012	\$30242.0000	APPOINTED	YES	09/12/08
GOMEZ	ANYILA	T	70205	\$9.1300	APPOINTED	YES	09/04/08
GONZALEZ	GONZALO	A	70210	\$35881.0000	RESIGNED	NO	09/13/08
GRABIEC	STEVEN	J	7023B	\$92506.0000	PROMOTED	NO	08/29/08
GRANNUM	ANTOINET	E	70205	\$9.1300	APPOINTED	YES	09/04/08
GREENE	JULIUS	B	70205	\$9.1300	APPOINTED	YES	09/04/08
GROSSI	DAVID	A	7026D	\$137172.0000	PROMOTED	NO	05/30/08
GUZMAN	JACKSON	L	70210	\$35881.0000	RESIGNED	NO	09/24/08
HALL	GAIL		71652	\$40034.0000	DECEASED	NO	09/10/08
HALL	GERMAINE	L	71012	\$30242.0000	APPOINTED	NO	09/12/08
HAMLETT-BRYANT	JARENA	M	71012	\$30242.0000	APPOINTED	YES	09/12/08
HAMPTON	SAMANTHA	R	71012	\$30242.0000	APPOINTED	YES	09/12/08
HANDIBODE	RICHARD	T	7023A	\$92506.0000	PROMOTED	NO	08/29/08
HANSON	ROBERT	M	7026D	\$137172.0000	PROMOTED	NO	06/27/08
HARDIN	KYLER	M	70210	\$35881.0000	RESIGNED	NO	09/13/08
HERBOSCH	ALESSAND		52110	\$49840.0000	APPOINTED	YES	09/14/08
HERNANDEZ	FERNANDO		70205	\$9.1300	APPOINTED	YES	09/04/08
HERNANDEZ	LORI		7023A	\$88948.0000	PROMOTED	NO	07/01/08
HIGH	DAWANA		71012	\$30242.0000	APPOINTED	YES	09/12/08
HOGAN	TIMOTHY		7026D	\$137172.0000	PROMOTED	NO	04/30/08
HOLDEN	DEBORAH		71012	\$30242.0000	RESIGNED	YES	09/17/08
HORTON	SADIE		10251	\$35874.0000	INCREASE	NO	08/29/08
HORVATH	THOMAS	A	70235	\$88948.0000	PROMOTED	NO	06/01/08
HOYT	ROBERT	G	70260	\$98638.0000	PROMOTED	NO	09/01/08
HUGGINS	RONA	N	71012	\$30242.0000	APPOINTED	YES	09/12/08
HURSON	TERENCE	J	7026D	\$137172.0000	PROMOTED	NO	05/30/08
IRIZARRY	JACQUELI		70210	\$41696.0000	TERMINATED	NO	09/09/08
ISCENKO	MICHAEL		7023B	\$92506.0000	PROMOTED	NO	08/29/08
ISLAM	FAKRUL		70235	\$73000.0000	PROMOTED	NO	08/29/08
ISOM	CHRISTIN		71012	\$30242.0000	APPOINTED	YES	09/12/08
JACOB	MATHEW		12626	\$48227.0000	INCREASE	NO	09/08/08
JACOBY JR.	JOHN	T	7023A	\$92506.0000	PROMOTED	NO	08/29/08
JACOX	ROSEMARY		70205	\$12.4700	RETIRED	YES	09/11/08
JAMES	STACEY		70205	\$9.1300	APPOINTED	YES	09/04/08
JOHNSON	CHARLENE		71012	\$41031.0000	RESIGNED	NO	08/12/08
JOHNSON	ERIC	L	60820	\$57813.0000	PROMOTED	NO	08/29/08
JONES	KETURAH	S	70205	\$9.1300	APPOINTED	YES	09/04/08
JORDAN	DIANE		40527	\$41865.0000	DECEASED	YES	09/14/08
JUSTHAM	KRISTIN	M	60216	\$34371.0000	APPOINTED	YES	09/21/08
KEEHNER	MINDY	K	71012	\$30242.0000	APPOINTED	YES	09/12/08
KERRIGAN	KEVIN	J	7023A	\$92506.0000	PROMOTED	NO	08/29/08
KHURANA	HARPREET	S	70206	\$13.0900	RESIGNED	YES	08/27/08
KNESICH	THERESA	M	70205	\$9.1300	APPOINTED	YES	09/04/08
KNIGHTS	VELMA	A	12626	\$48227.0000	INCREASE	NO	09/08/08
KOSSEIM	AMIN	G	7026D	\$137172.0000	PROMOTED	NO	04/30/08
KRANTZLER	ERICA	B	21849	\$42950.0000	APPOINTED	YES	09/21/08
KWONG	RAYMOND		70235	\$73000.0000	PROMOTED	NO	08/29/08
LAMBERT	MICHELLE	R	70235	\$73500.0000	RETIRED	NO	09/22/08
LANGLEY	RAECHELL	P	71012	\$30242.0000	APPOINTED	YES	09/12/08
LAROCCA	JOHN	P	71012	\$30242.0000	APPOINTED	YES	09/12/08
LAVELLE	JOHN	D	7026E	\$144437.0000	PROMOTED	NO	08/29/08
LEE	MICHELLE		21849	\$42950.0000	APPOINTED	YES	09/21/08
LEON	KENNETH		70210	\$65382.0000	RETIRED	NO	09/25/08
LIANG	YAO		13693	\$88662.0000	INCREASE	YES	08/29/08
LING	JAMES	T	70210	\$65382.0000	RETIRED	NO	09/23/08
LIVINGSTONE	GARY	L	70206	\$13.0900	RESIGNED	YES	08/20/08
LOPEZ	ELIZABET		70205	\$9.1300	APPOINTED	YES	09/04/08
LUCENA	ROBERT	P	7026F	\$152145.0000	PROMOTED	NO	05/30/08
LUNETTA	ANDREW	D	7026D	\$137172.0000	PROMOTED	NO	07/25/08
LYONS	PATRICIA	A	10226	\$73409.0000	RESIGNED	YES	09/21/08
MACDONALD	KEITH	C	7026D	\$137172.0000	PROMOTED	NO	03/28/08
MACK-PAZ	LATISHA	J	71012	\$30242.0000	APPOINTED	YES	09/12/08
MAFFEI	MICHAEL	P	7021A	\$75128.0000	RETIRED	NO	09/17/08
MAHMOOD	SAQIB		71012	\$30242.0000	APPOINTED	YES	09/12/08
MALONEY	VEVERLYN	A	71012	\$30242.0000	APPOINTED	YES	09/12/08
MANFREDI	JOSEPH	M	7023B	\$92506.0000	PROMOTED	NO	08/29/08
MANSON	KIMBERLY	D	12626	\$48227.0000	INCREASE	NO	09/08/08
MARIBEL	CEDENO		70205	\$9.1300	APPOINTED	YES	09/04/08
MARIN	CYNTHIA	R	71012	\$30242.0000	APPOINTED	YES	09/12/08
MARKMAN	MICHAEL	D	71012	\$30242.0000	APPOINTED	YES	09/12/08
MARQUEZ-CABEZAS	JOANN		12626	\$56826.0000	INCREASE	NO	09/08/08
MARTINEZ	GINA	M	71012	\$30242.0000	APPOINTED	YES	09/12/08
MASON	SHAVAISSA	M	71012	\$30242.0000	APPOINTED	YES	09/12/08
MC MAHON	JACQUELI	A	05351	\$93000.0000	APPOINTED	YES	09/07/08
MICALISTER	LAWRENCE	R	7023A	\$92506.0000	PROMOTED	NO	08/29/08
MCCORMACK	JOHN	A	7023B	\$92738.0000	RETIRED	NO	09/23/08
MCINTOSH	BILLY	O	70205	\$11.9200	RETIRED	YES	09/23/08
MCMAHON	BRIAN	P	7026D	\$137172.0000	PROMOTED	NO	05/30/08
MCQUILLEN	MATTHEW		7023B	\$92506.0000	PROMOTED	NO	08/29/08
MCRAE	ANGOLA		71012	\$30242.0000	RESIGNED	YES	09/18/08
MENDEZ	CARLOS	A	70210	\$52148.0000	RESIGNED	NO	09/18/08
MILLER	KEITH	J	71012	\$30242.0000	APPOINTED	YES	09/12/08
MIRANDA	MILDRED		70260	\$98638.0000	PROMOTED	NO	09/01/08
MITCHELL	JASMINE	A	71012	\$30242.0000	APPOINTED	YES	09/12/08
MITCHELL	KEISHA	M	60817	\$32658.0000	RESIGNED	NO	07/12/08
MITCHELL	SAMIYAH		71012	\$30242.0000	APPOINTED	YES	09/12/08
MONSALVE	SANDRA		70205	\$9.1300	APPOINTED	YES	09/04/08
MONTEFORTE	RALPH		7026D	\$137172.0000	PROMOTED	NO	03/28/08
MONTELEONE	WILLIAM	P	7026D	\$137172.0000	PROMOTED	NO	06/27/08
MONTGOMERY	DWAYNE	K	7026E	\$144437.0000	PROMOTED	NO	04/30/08
MONZON	KATHERIN		70205	\$9.1300	RESIGNED	YES	09/09/08
MOORER	CHRISTIN		70205	\$9.1300	APPOINTED	YES	09/04/08
MORALES	MARTIN		7026E	\$144437.0000	PROMOTED	NO	07/25/08
MORRILL	DUANE		92575	\$94249.0000	PROMOTED	NO	08/29/08
MORSELLI	LOUIS	G	70235	\$73000.0000	PROMOTED	NO	08/29/08
MOSES	STEPHANI	M	7023A	\$92506.0000	PROMOTED	NO	08/29/08
MULLE	LAURA	M	30087	\$56544.0000	INCREASE	YES	08/29/08
MURRIA	DANNY		70235	\$73000.0000	PROMOTED	NO	08/29/08
NAPOLITANO	DENISE	C	21849	\$40428.0000	APPOINTED	YES	09/21/08
NAPOLITANO	RICHARD	F	7026D	\$137172.0000	PROMOTED	NO	04/30/08
NASSO	ALTAGRAC		70205	\$9.1300	APPOINTED	YES	09/04/08
NEGRON	GEORGE	J	7021A	\$75128.0000	RETIRED	NO	09/17/08
NG	ELAINE	S	70205	\$9.1300	APPOINTED	YES	09/04/08
NIEVES	LILLIAN	I	10147	\$39381.0000	PROMOTED	NO	05/30/08
NIKUNEN JR	LARRY		7026F	\$152145.0000	PROMOTED	NO	05/30/08
NOBOA	OLADIA	R	70205	\$9.1300	RESIGNED	YES	09/04/08
NORVILLE	HORACE	I	70260	\$98638.0000	PROMOTED	NO	09/01/08
NOVOA	NATALIA		21849	\$42950.0000	APPOINTED	YES	09/07/08
O'BRIEN	PATRICIA	V	70205	\$9.1300	APPOINTED	YES	09/04/08
OCASIO	MILAGROS		70205	\$9.1300	APPOINTED	YES	09/04/08
ORTEGA	YASMIN	J	70205	\$9.1300	APPOINTED	YES	09/04/08
OSBORN	CLIFF		90644	\$25023.0000	APPOINTED	YES	08/31/08
OTERO	CARMEN		70205	\$9.1300	APPOINTED	YES	09/04/08
OVER	LAURIE	A	71012	\$30242.0000	APPOINTED	YES	09/12/08
PARAGALLO	STEPHEN	R	7026G	\$166106.0000	PROMOTED	NO	06/27/08
PEDROZA	FELIX		7021B	\$84421.0000	RETIRED	NO	09/26/08
PERALTA	LUZ		70205	\$9.1300	APPOINTED	YES	09/04/08
PERKINS	ISAM	K	71012	\$30242.0000	APPOINTED	YES	09/12/08
PHILLIP	RACQUEL	C	71012	\$30242.0000	APPOINTED	YES	09/12/08
PHILLIPS	SANDRA		71012	\$30242.0000	APPOINTED	YES	09/12/08
PIANOFORTE	ANNEMARI		70205	\$11.9500	RETIRED	YES	09/11/08
PICKETT	TRUDY		71012	\$30242.0000	APPOINTED	YES	09/12/08
PINEDA	FREDERIC		70235	\$73000.0000	PROMOTED	NO	08/29/08
PITTS	CAROLYN	C	71012	\$30242.0000	APPOINTED	YES	09/12/08
POHL	JEREMY	R	21849	\$42950.0000	APPOINTED	YES	09/07/08
PORCO	ELIZABET	P	70235	\$90673.0000	RETIRED	NO	09/21/08
PRIDGEN	WARDEA		10144	\$28368.0000	RESIGNED	YES	08/09/08
QUINN	MARQUIS	A	71651	\$27013.0000	RESIGNED	YES	09/10/08
RAMOS	TERESITA	A	70205	\$9.1300	APPOINTED	YES	09/04/08
RASHID	SHAIKH	S	70210	\$41696.0000	RESIGNED	NO	09/19/08
REDMOND	SOCORRO	L	70205	\$9.1300	APPOINTED	YES	09/04/08
REZNICK	JOSEPH	J	7026G	\$166106.0000	PROMOTED	NO	03/28/08
RIAZ	KASHIFA		70205	\$9.1300	APPOINTED	YES	09/04/08

RITZ	KELLY	A	71012	\$30242.0000	APPOINTED	NO	09/12/08
RIVERA	JERNELL	B	71012	\$30242.0000	APPOINTED	YES	09/12/08
ROBERTS	KAREN	M	7023B	\$92506.0000	PROMOTED	NO	08/29/08
ROBERTS	KIMALISA	R	71012	\$30242.0000	APPOINTED	YES	09/12/08
RODRIGUEZ	CYNTHIA		70235	\$73000.0000	PROMOTED	NO	08/29/08
RODRIGUEZ	FATIMA		70205	\$9.1300	APPOINTED	YES	09/04/08
ROLDAN	NANCY		70205	\$9.1300	APPOINTED	YES	09/04/08
ROLSTON	DOUGLAS	G	7026E	\$144437.0000	PROMOTED	NO	04/30/08
ROSA	NELSON	E	10234	\$10.7100	RESIGNED	YES	08/30/08
ROSADO	LESLIE	M	71012	\$30242.0000	APPOINTED	YES	09/12/08
ROSARIO	MARY	A	70235	\$73000.0000	PROMOTED	NO	08/29/08
ROTONDI	ANTHONY		12627	\$63301.0000	PROMOTED	NO	08/29/08
RUBINSON	SCOTT	H	70260	\$104081.0000	RETIRED	NO	09/19/08
RUGGIERI	JOHN		7023A	\$92506.0000	PROMOTED	NO	08/29/08
SALDANA	VIKKI	D	70205	\$9.4900	RESIGNED	YES	09/04/08
SARAO	STEVEN		70235	\$73000.0000	PROMOTED	NO	08/29/08
SCE	ANDRE	O	70235	\$73000.0000	PROMOTED	NO	08/29/08
SHELLEY	DANIEL	G	7023B				

DOPWELL	TAMARA	A	52366	\$42972.0000	INCREASE	YES	09/17/08
DORCH	PHOENICI		52633	\$65468.0000	INCREASE	NO	07/15/07
DRAKE	LISA	V	52369	\$43336.0000	RESIGNED	NO	09/10/08
DRAYTON	SHARMANA	D	52366	\$42972.0000	RESIGNED	YES	09/09/08
DREPAUL	FRANCINA		52366	\$42972.0000	INCREASE	YES	09/17/08
DUZANT	LAURENCI	A	52633	\$67770.0000	RETIRE	NO	01/01/08
EGNEW	MARCIA		52633	\$65468.0000	INCREASE	NO	07/15/07
ELCOCK	SHAMEL	N	52366	\$42972.0000	INCREASE	YES	09/17/08
EMMANUEL	HEATHER	J	52366	\$42972.0000	INCREASE	YES	09/17/08
FALIK	SARAH	H	30087	\$71205.0000	RESIGNED	YES	09/14/08
FAULKNER	TOHMA		52367	\$67217.0000	DECEASED	NO	09/07/08
FERGUSON	RENISE		52366	\$42972.0000	INCREASE	YES	09/17/08
FERNANDEZ	JOANI		52366	\$39568.0000	RESIGNED	YES	08/13/08
FIELDSTON	LISA	J	30087	\$57500.0000	APPOINTED	YES	09/21/08
FOJAS	SUSAN	E	10056	\$91752.0000	APPOINTED	YES	09/14/08
FORD	EDWINA	L	52633	\$67499.0000	APPOINTED	NO	07/22/07
FORRESTER	JOMO	C	30087	\$57500.0000	APPOINTED	YES	09/21/08
FRANCIS	MARCIA	M	52633	\$65468.0000	INCREASE	NO	07/15/07
FRANCIS	ROD	A	52366	\$42972.0000	INCREASE	YES	09/17/08
FRAZIER	LORRAINE	P	52366	\$42972.0000	INCREASE	YES	09/17/08
FRIEDMAN	DANIEL	A	10026	\$83681.0000	RETIRE	NO	09/02/07
GARCIA	MANUEL		95600	\$85418.0000	RETIRE	YES	01/27/08
GASKIN	MICHELLE	I	52633	\$65468.0000	INCREASE	NO	07/15/07
GILMORE	TENA		52633	\$65468.0000	INCREASE	NO	07/15/07
GOLDSTEIN	HEATH	J	30086	\$48523.0000	APPOINTED	YES	09/21/08
GOMEZ	NESTORA		52304	\$37221.0000	RETIRE	NO	09/16/08
GOURDINE	TONYA		13620	\$67448.0000	RESIGNED	NO	09/06/08
GRAY	NATASHA	K	52633	\$65468.0000	INCREASE	NO	07/15/07
GREENE	DORETTE		52366	\$42972.0000	INCREASE	YES	09/17/08
GRIFFIN	STACY	S	52633	\$65468.0000	INCREASE	NO	07/15/07
GUZMAN	BRAULIO		95600	\$86638.0000	INCREASE	YES	09/14/08
HAGAN	ARLENE		52633	\$65468.0000	INCREASE	NO	07/15/07
HARRIS	CLAUDIA		52366	\$42972.0000	INCREASE	YES	09/17/08
HARRIS	DEVIN	L	30087	\$63873.0000	INCREASE	YES	09/14/08
HAYNES	FAUSTINA	E	60910	\$40725.0000	APPOINTED	NO	09/17/08
HILL	TERRAINE		52633	\$65468.0000	INCREASE	NO	07/15/07
HUGEE	ANGELA		52633	\$65468.0000	INCREASE	NO	07/15/07
JACKSON	GAIL		52633	\$65468.0000	INCREASE	NO	07/15/07
JAMES	KEVIN	J	52366	\$42972.0000	INCREASE	YES	09/17/08
JAMES	ULRIC	F	52366	\$45822.0000	DECEASED	NO	09/08/08
JEAN-ETIENNE	HOSANA	C	30086	\$48523.0000	APPOINTED	YES	09/21/08
JEFFREY	CLARENCE	H	10026	\$84276.0000	RETIRE	YES	04/24/08
JIMENEZ	BRENDA		52366	\$42972.0000	INCREASE	YES	09/17/08
JOHN	ROSE	E	52312	\$53908.0000	RESIGNED	YES	09/14/08
JOHN	ROSE	E	52369	\$43336.0000	RESIGNED	NO	09/14/08
JOHNSON	KENNETH	E	10026	\$87574.0000	RETIRE	NO	03/02/08
JOHNSON	SHARON		52633	\$65468.0000	INCREASE	NO	07/15/07
JONES	ROBERT	M	52366	\$42972.0000	INCREASE	YES	09/17/08
KAPLAN	ROBIN		52633	\$68000.0000	INCREASE	NO	07/15/07
KAUFMAN	ALYCE		52633	\$65468.0000	RETIRE	NO	11/01/07
KISHUN	JENINE		52366	\$42972.0000	INCREASE	YES	09/17/08
KUM	ELSA	M	52633	\$65468.0000	INCREASE	NO	07/15/07
KWAKYE	MIMI	D	52366	\$42972.0000	INCREASE	YES	09/17/08
LAMBKIN	MICHAEL	C	52633	\$65468.0000	INCREASE	NO	07/15/07
LAWSON	CHARLES	A	30086	\$48523.0000	INCREASE	YES	09/21/08
LOGAN	SHAREEN	L	52366	\$42972.0000	INCREASE	YES	09/17/08
LOGUNLEKO	SARAH	M	52633	\$65468.0000	INCREASE	NO	07/15/07
LONDON	DARA	S	30087	\$74000.0000	INCREASE	YES	09/14/08
LUKUY	ROGELIO		52366	\$45822.0000	RESIGNED	YES	09/11/08
MARAJH	JAYANAND	P	56058	\$48499.0000	INCREASE	YES	09/21/08
MARMOLEJOS	JENNY		52366	\$42972.0000	INCREASE	YES	09/17/08
MCCALL	SHERNA	C	52366	\$42972.0000	RESIGNED	YES	09/24/08
MCCARTNEY	NATASHA	M	52633	\$56929.0000	RESIGNED	YES	08/31/08
MCDERMOTT	PATRICIA		52633	\$67627.0000	APPOINTED	NO	07/22/07
MCKENZIE-ROGERS	PETAL	G	52633	\$65468.0000	INCREASE	YES	07/15/07
MEIROWITZ	ALEXANDR	J	30087	\$32.9600	RESIGNED	YES	09/12/08
MEREDITH	WINSOME		52366	\$42972.0000	INCREASE	YES	09/17/08
MONROE	MARCELL		52633	\$65468.0000	INCREASE	NO	07/15/07
MUNGIN	MARILYN		52633	\$67548.0000	APPOINTED	YES	09/30/07
MURRELL	LINDA	L	52633	\$63317.0000	APPOINTED	YES	08/19/07
NAVAS	NICOLE	A	10033	\$63000.0000	RESIGNED	YES	05/25/08
NAVAS	NICOLE	A	30080	\$47122.0000	RESIGNED	NO	05/25/08
NICHOLAS	DOROTHEA	A	52633	\$65468.0000	INCREASE	NO	07/15/07
NIEWINSKI	DENISE		52633	\$65468.0000	INCREASE	NO	07/15/07
NUNEZ	AHMED		52366	\$42972.0000	INCREASE	YES	09/17/08
O'HARE	JAMES	E	30087	\$90000.0000	DECREASE	YES	09/25/08
OATES	STEPHANI	J	30086	\$48523.0000	APPOINTED	YES	09/21/08
ODWIN	TYESHA		52366	\$42972.0000	INCREASE	YES	09/17/08
OWOLABI	OLUWAKEM		52633	\$65468.0000	INCREASE	NO	07/15/07
OWUSU	EVELYN		52366	\$42972.0000	INCREASE	YES	09/17/08
OYESILE	ISIYAKA	A	95600	\$80220.0000	INCREASE	YES	09/14/08
PAYNE	REBECCA	L	52366	\$42972.0000	INCREASE	YES	09/17/08
PEREZ	JENESIS		52366	\$42972.0000	INCREASE	YES	09/17/08
PEYTON	WELDON	I	30087	\$49169.0000	APPOINTED	YES	09/21/08
PHINN	CAROLE		52366	\$42972.0000	INCREASE	YES	09/17/08
POGIL	GARRY		30086	\$48523.0000	APPOINTED	YES	09/21/08
PONAPPA	VIPUL		52633	\$65468.0000	INCREASE	NO	07/15/07
POPE	SHERIE	A	52366	\$42972.0000	INCREASE	YES	09/17/08
POWELL	TANYA	L	52633	\$65468.0000	INCREASE	NO	07/15/07
PRICE	JESSICA	M	30086	\$48523.0000	APPOINTED	YES	09/21/08
QUINONES	VANESSA		52633	\$65468.0000	INCREASE	NO	07/15/07
RATTANSINGH	JOANNE		30086	\$58914.0000	APPOINTED	YES	09/21/08
REYES	LINDA	D	30087	\$55542.0000	INCREASE	YES	09/14/08
ROBERT-GILBEY	ESCARLET	A	52366	\$42972.0000	RESIGNED	YES	09/18/08
ROBERTS	CHARMAIN	A	52633	\$65468.0000	INCREASE	NO	07/15/07
RONEY	NAKENTOR		52366	\$42972.0000	INCREASE	YES	09/17/08
ROSADO	SASHA		52366	\$42972.0000	INCREASE	YES	09/17/08
ROSS	KAREN	V	52366	\$42972.0000	RESIGNED	YES	09/07/08
ROSTANT	CHERRIE	L	52633	\$65468.0000	INCREASE	NO	07/15/07
ROWE	PATRICIA	A	52366	\$42972.0000	INCREASE	YES	09/17/08
ROZEAS	MARIA		52366	\$42972.0000	INCREASE	YES	09/17/08
RUIZ	NANCY		52633	\$65468.0000	INCREASE	NO	07/15/07
SADLER	GEORGIA		52633	\$68000.0000	INCREASE	NO	07/15/07
SANDERS	KIMBERLY		52366	\$45822.0000	RESIGNED	YES	09/12/08
SAUNDERS	KETA	R	52633	\$65468.0000	INCREASE	NO	07/15/07
SCHOMBURG	AYSHA	E	10056	\$84009.0000	RESIGNED	YES	03/02/08
SCHULTZ	KATHLEEN	V	30086	\$48523.0000	APPOINTED	YES	09/21/08
SCOTT	CHIFFON	K	52366	\$42972.0000	INCREASE	YES	09/17/08
SHANE	GLEN	H	52633	\$65468.0000	RETIRE	NO	03/02/08
SHULTERBRON	JOHANNA	C	52633	\$65468.0000	INCREASE	NO	07/15/07
SHUTTLE	JANICE		52633	\$65468.0000	INCREASE	NO	07/15/07
SIROTNIKOV	OLEG		52633	\$65468.0000	INCREASE	NO	07/15/07
SO	SIN TING		52366	\$42972.0000	RESIGNED	YES	09/26/08
SOKOL	KENNETH	W	30086	\$48523.0000	APPOINTED	YES	09/21/08
SONG	LYNN	J	21744	\$67688.0000	RESIGNED	YES	09/25/08
SONG	LYNN	J	12627	\$63301.0000	RESIGNED	NO	09/25/08
SQUIRES	NICIA	T	52633	\$65468.0000	INCREASE	NO	07/15/07
TAM	WEI		52633	\$65468.0000	INCREASE	NO	07/15/07
TAYLOR	GEORGE	E	30087	\$74369.0000	RETIRE	YES	09/26/08
TERRY	DODD	R	10056	\$90000.0000	RESIGNED	YES	05/18/08
THOMAS	CHARLES	E	52633	\$65468.0000	INCREASE	NO	07/15/07
THOMAS	STARR	S	52366	\$42972.0000	INCREASE	YES	09/17/08
THOMPSON	JODY		52366	\$42972.0000	INCREASE	YES	09/17/08
TITUS	CAMILLE		52633	\$65468.0000	INCREASE	NO	07/15/07
TORRES	DARCEL		52366	\$42972.0000	INCREASE	YES	09/17/08
TZIMOROTAS	RACHEL	D	30087	\$55542.0000	APPOINTED	YES	09/21/08
UTARASINT	YODYAYEE		52366	\$39568.0000	RESIGNED	YES	09/21/08
VALDES	LAZARO	H	52370	\$63241.0000	APPOINTED	YES	07/22/07
VASQUEZ	ROSALIND		52633	\$65468.0000	INCREASE	NO	07/15/07
WALDRON	TASHARA	N	52366	\$42972.0000	INCREASE	YES	09/17/08
WATERS	ELLEN	M	52366	\$45897.0000	RETIRE	NO	09/17/08
WELLS	HENRY	C	10050	\$11960.0000	RETIRE	YES	03/30/08
WHITFIELD	SAMUEL		52366	\$42972.0000	INCREASE	YES	09/17/08
WRIGHT	LAKISHA	T	52366	\$42972.0000	INCREASE	YES	09/17/08

HRA/DEPT OF SOCIAL SERVICES
FOR PERIOD ENDING 10/03/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
AJAYI	MODUPE	C	40502	\$43664.0000	APPOINTED	YES	09/14/08
ALLEN	CHRISTIN	J	10026	\$94000.0000	INCREASE	NO	09/07/08
ALLEN	NICHELLE		52314	\$38000.0000	APPOINTED	NO	09/15/08
ALMONTE	AGUSTINA		52316	\$46500.0000	INCREASE	YES	09/21/08
AMBROSE	JAMES		31113	\$32338.0000	APPOINTED	YES	09/21/08
AMBROSE	MATTHEW		95667	\$86070.0000	RESIGNED	YES	08/10/08
ANTHONY	KEITH		52311	\$			

READER'S GUIDE

The City Record (CR) is, published each business day and includes notices of proposed New York City procurement actions, contract awards, and other procurement-related information. Solicitation notices for most procurements valued at or above \$100,000 for information technology and for construction and construction related services, above \$50,000 for other services, and above \$25,000 for other goods are published for at least one day. Other types of procurements, such as sole source, require notice in the City Record for five consecutive days. Unless otherwise specified, the agencies and offices listed are open for business Mondays thru Fridays from 9:00 A.M. to 5:00 P.M. except legal holidays.

NOTICE TO ALL NEW YORK CITY CONTRACTORS

The New York State Constitution ensures that all laborers, workers or mechanics employed by a contractor or subcontractor doing public work are to be paid the same wage rate that prevails in the trade where the public work is being done. Additionally, New York State Labor Law §§ 220 and 230 provide that a contractor or subcontractor doing public work in construction or building service must pay its employees no less than the prevailing wage. Section 6-109 (the Living Wage Law) of the New York City Administrative Code also provides for a "living wage", as well as prevailing wage, to be paid to workers employed by City contractors in certain occupations. The Comptroller of the City of New York is mandated to enforce prevailing wage. Contact the NYC Comptrollers Office at www.comptroller.nyc.gov, click on Labor Law Schedules to view rates.

New York City's "Burma Law" (Local Law No. 33 of 1997) No Longer to be Enforced. In light of the United States Supreme Court's decision in **Crosby v. National Foreign Trade Council**, 530 U.S. 363 (2000), the City has determined that New York City's Local Law No. 33 of 1997 (codified in Administrative Code Section 6-115 and Charter Section 1524), which restricts City business with banks and companies doing business in Burma, is unconstitutional. This is to advise, therefore, that the language relating to Burma contained in existing New York City contracts may not be enforced.

CONSTRUCTION/CONSTRUCTION SERVICES OR CONSTRUCTION RELATED SERVICES

The City of New York is committed to achieving excellence in the design and construction of its capital program, and building on the tradition of innovation in architecture and engineering that has contributed to the City's prestige as a global destination.

VENDOR ENROLLMENT APPLICATION

New York City procures approximately \$7 billion worth of goods, services, construction and construction-related services every year. The NYC Procurement Policy Board Rules require that agencies primarily solicit from established mailing lists called bidder/proposer lists. To register for these lists-free of charge-, prospective suppliers should fill out and submit the NYC-FMS Vendor Enrollment application.

- Online at NYC.gov/selltonyc
- To request a hardcopy application, call the Vendor Enrollment Center at (212) 857-1680.

Attention Existing Suppliers:

Even if you already do business with NYC agencies, be sure to fill out an application. We are switching over to citywide, centralized Bidders Lists instead of the agency-specific lists previously used to issue notices about upcoming contract opportunities. To continue receiving notices of New York City contract opportunities, you must fill out and submit a NYC-FMS Vendor Enrollment application. If you are uncertain whether you have already submitted an application, call us at (212) 857-1680.

SELLING TO GOVERNMENT TRAINING WORKSHOP

New and experienced vendors are encouraged to register for a free training course on how to do business with New York City. "Selling to Government" workshops are conducted by the Department of Small Business Services, 110 William Street, New York, NY 10038. Morning and afternoon sessions are convened on the first Tuesday of each month. For more information, and to register, call (212) 618-8845.

PRE-QUALIFIED LIST

New York City procurement policy permits agencies to develop and solicit from pre-qualified lists of vendors, under prescribed circumstance. When it is decided by an agency to develop a pre-qualified list, criteria for pre-qualification must be clearly explained in the solicitation and notice of the opportunity to pre-qualify for that solicitation must be published in at least five issues of the CR.

Information and qualification questionnaires for inclusion on such list may be obtained directly from the Agency Chief Contracting Officer at each agency, (see Vendor Information Manual). A completed qualification Questionnaire may be submitted to the Chief Contracting Officer at any time, unless otherwise indicated and action (approval or denial) shall be taken by the agency within 90 days from the date of submission. Any denial or revocation of pre-qualified status can be appealed to the Office of Administrative Trials and Hearings, (OATH), Section 3-11 of the Procurement Policy Board Rules describes the criteria for the general use of pre-qualified lists.

NON-MAYORAL ENTITIES

The following agencies are not subject to Procurement Policy Board rules and do not follow all of the above procedures: City University, Department of Education, Metropolitan Transportation Authority, Health & Hospitals Corporation, Housing Authority. Suppliers interested in applying for inclusion on bidders list should contact these entities directly (see Vendor Information Manual) at the addresses given.

PUBLIC ACCESS CENTER

The Public Access Center is available to suppliers and the public as a central source for supplier-related information through on-line computer access. The Center is located at 253 Broadway, 9th floor, in lower Manhattan, and is open Monday through Friday from 10:00 A.M to 3:00 P.M. For information, contact the Mayor's Office of Contract Services at (212) 788-0010.

ATTENTION: NEW YORK CITY MINORITY AND WOMEN OWNED BUSINESS ENTERPRISES

Join the growing number of Minority and Women Owned Business Enterprises (M/WBEs) that are competing for New York City's business. In order to become certified for the program, your company must substantiate that it: (1) is at least fifty-one percent (51%) owned, operated and controlled by a minority or woman and (2) is either located in New York City or has a significant tie to New York City's business community. To obtain a copy of the certification application and to learn more about the program, contact the New York City Department of Small Business Services, 110 William Street, 2nd Floor, New York, New York 10038 (212) 513-6311.

PROMPT PAYMENT

It is the policy of the City of New York to pay its bills promptly. The Procurement Policy Board Rules generally require that the City pay its bills within 30 days after the receipt of a proper invoice. The City now pays interest on all late invoices. The grace period that formerly existed was eliminated on July 1, 2000. However, there are certain types of payments that are not eligible for interest. These are listed in Section 4-06 of the Procurement Policy Board Rules. The Comptroller and OMB determine the interest rate on late payments twice a year, in January and in July.

PROCUREMENT POLICY BOARD RULES

The Rules may also be accessed on the City Website, <http://NYC.GOV.Selltonyc>

COMMON ABBREVIATIONS USED IN THE CR

The CR contains many abbreviations. Listed below are simple explanations of some of the most common ones appearing in the CR:

- AB Acceptable Brands List
- AC Accelerated Procurement
- AMT Amount of Contract
- BL Bidders List
- CSB Competitive Sealed Bidding (including multi-step)
- CB/PQ CB from Pre-qualified Vendor List
- CP Competitive Sealed Proposal (including multi-step)
- CP/PQ CP from Pre-qualified Vendor List
- CR The City Record newspaper
- DA Date bid/proposal documents available
- DUE Bid/Proposal due date; bid opening date
- EM Emergency Procurement
- IG Intergovernmental Purchasing
- LBE Locally Based Business Enterprise
- M/WBE Minority/Women's Business Enterprise
- NA Negotiated Acquisition
- NOTICE.... Date Intent to Negotiate Notice was published in CR
- OLB..... Award to Other Than Lowest Responsible & Responsive Bidder/Proposer
- PIN..... Procurement Identification Number
- PPB Procurement Policy Board
- PQ Pre-qualified Vendors List
- RS..... Source required by state/federal law or grant
- SCE Service Contract Short-Term Extension
- DP Demonstration Project
- SS Sole Source Procurement
- ST/FED Subject to State &/or Federal requirements

KEY TO METHODS OF SOURCE SELECTION

The Procurement Policy Board (PPB) of the City of New York has by rule defined the appropriate methods of source selection for City procurement and reasons justifying their use. The CR procurement notices of many agencies include an abbreviated reference to the source selection method utilized. The following is a list of those methods and the abbreviations used:

- CSB **Competitive Sealed Bidding** (including multi-step)
Special Case Solicitations / Summary of Circumstances:
- CP **Competitive Sealed Proposal** (including multi-step)
- CP/1 Specifications not sufficiently definite
- CP/2 Judgement required in best interest of City
- CP/3 Testing required to evaluate
- CB/PQ/4
- CP/PQ/4 **CB or CP from Pre-qualified Vendor List/** Advance qualification screening needed
- DP Demonstration Project
- SS **Sole Source Procurement/**only one source
- RS..... Procurement from a Required Source/ST/FED
- NA..... Negotiated Acquisition
For ongoing construction project only:
- NA/8 Compelling programmatic needs

- NA/9 New contractor needed for changed/additional work
- NA/10 Change in scope, essential to solicit one or limited number of contractors
- NA/11 Immediate successor contractor required due to termination/default
For Legal services only:
- NA/12 Specialized legal devices needed; CP not advantageous
- WA **Solicitation Based on Waiver/Summary of Circumstances** (Client Services/BSB or CP only)
- WA1 Prevent loss of sudden outside funding
- WA2 Existing contractor unavailable/immediate need
- WA3 Unsuccessful efforts to contract/need continues
- IG **Intergovernmental Purchasing** (award only)
- IG/F Federal
- IG/S State
- IG/O Other
- EM **Emergency Procurement** (award only) An unforeseen danger to:
- EM/A Life
- EM/B Safety
- EM/C Property
- EM/D A necessary service
- AC **Accelerated Procurement/**markets with significant short-term price fluctuations
- SCE **Service Contract Extension/**insufficient time; necessary service; fair price
Award to Other Than Lowest Responsible & Responsive Bidder or Proposer / Reason (award only)
- OLB/a anti-apartheid preference
- OLB/b local vendor preference
- OLB/c recycled preference
- OLB/d other: (specify)

HOW TO READ CR PROCUREMENT NOTICES

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

Notices of Public Hearings on Contract Awards appear at the end of the Procurement Section. At the end of each Agency (or Division) listing is a paragraph giving the specific address to contact to secure, examine and/or to submit bid or proposal documents, forms, plans, specifications, and other information, as well as where bids will be publicly opened and read. This address should be used for the purpose specified UNLESS a different one is given in the individual notice. In that event, the directions in the individual notice should be followed. The following is a SAMPLE notice and an explanation of the notice format used by the CR.

SAMPLE NOTICE:

POLICE

DEPARTMENT OF YOUTH SERVICES

■ SOLICITATIONS

Services (Other Than Human Services)

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

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.
NYPD, Contract Administration Unit, 51 Chambers Street, Room 310, New York, NY 10007. Manuel Cruz (646) 610-5225.

☛ m27-30

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

NUMBERED NOTES

Numbered Notes are Footnotes. If a Numbered Note is referenced in a notice, the note so referenced must be read as part of the notice. **1.** All bid deposits must be by company certified check or money order made payable to Agency or Company.