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THE CITY RECORD

BILL DE BLASIO

Mayor

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Commissioner, Department of Citywide Administrative Services

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Editor, The City Record

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PUBLIC HEARINGS AND MEETINGS

See Also: Procurement; Agency Rules

CITY PLANNING COMMISSION

NOTICE

In support of the City's efforts to contain the spread of COVID-19, the City Planning Commission will hold a remote public hearing, via the teleconferencing application Zoom, at 10:00 A.M. Eastern Daylight Time, on Wednesday, August 19, 2020, regarding the calendar items listed below.



The meeting will be live streamed through Department of City Planning's (DCP's) website and accessible from the following webpage, which contains specific instructions on how to observe and participate, as well as materials relating, to the meeting: <https://www1.nyc.gov/site/nycengage/events/city-planning-commission-public-meeting/286903/1>

Members of the public should observe the meeting through DCP's website.

Testimony can be provided verbally by joining the meeting using either Zoom or by calling the following number and entering the information listed below:

877 853 5247 US Toll-free
888 788 0099 US Toll-free

Meeting ID: 740 153 9378

[Press # to skip the Participation ID]
Password: 1

To provide verbal testimony via Zoom please follow the instructions available through the above webpage.

Written comments will also be accepted until 11:59 P.M., one week before the date of vote. Please use the CPC Comments form that is accessible through the above webpage.

Please inform the Department of City Planning if you need a reasonable accommodation, such as a sign language interpreter, in order to participate in the meeting. The submission of testimony, verbal or written, in a language other than English, will be accepted, and real time interpretation services will be provided based on available resources. Requests for a reasonable accommodation or foreign language assistance during the meeting should be emailed to [\[AccessibilityInfo@planning.nyc.gov\]](mailto:AccessibilityInfo@planning.nyc.gov) or made by calling [\[212-720-3508\]](tel:212-720-3508). Requests must be submitted, at least five business days before the meeting.

BOROUGH OF BROOKLYN
Nos. 1-4
1510 BROADWAY

No. 1

CD 16 N 200082 ZRK
IN THE MATTER OF an application submitted by the Department of Housing Preservation and Development, pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying APPENDIX F for the purpose of establishing a Mandatory Inclusionary Housing area.

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

* * *

APPENDIX F
Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas

* * *

BROOKLYN

* * *

Brooklyn Community District 16

* * *

Map 5 - [date of adoption]

[PROPOSED MAP]



Mandatory Inclusionary Housing Program Area see Section 23-154(d)(3)
Area 6— [date of adoption] - MIH Program Option 1 and 2

Portion of Community District 16, Brooklyn

* * *

No. 2

CD 16 C 200083 PQQ
IN THE MATTER OF an application submitted by the Department of Citywide Administrative Services (DCAS), pursuant to Section 197-c of the New York City Charter, for the acquisition of property, located, at 1510 Broadway (Block 1489, p/o Lot 11) to facilitate transit infrastructure.

No. 3

CD 16 C 200084 HAK
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 1510 Broadway (Block 1489, Lot 11) as an Urban Development Action Area; and
b. Urban Development Action Area Project for such area; and
2) pursuant to Section 197-c of the New York City Charter for the disposition of such property to a developer to be selected by HPD;

to facilitate a mixed-use development containing approximately 107 affordable residential units and commercial space.

No. 4

CD 16 C 200085 ZMK
IN THE MATTER OF an application submitted by the Department of Housing Preservation and Development, pursuant to Sections 197-c and 201 of the New York City Charter for the amendment of the Zoning Map, Section No. 17a:

- 1. eliminating from within an existing R6 District a C1-3 District, bounded by the easterly centerline prolongation of Jefferson Avenue, Broadway, Hancock Street, and Saratoga Avenue;
2. changing from an R6 District to an R7-1 District property, bounded by the easterly centerline prolongation of Jefferson Avenue, Broadway, Hancock Street, and Saratoga Avenue; and
3. establishing within the proposed R7-1 District a C2-4 District, bounded by the easterly centerline prolongation of Jefferson Avenue, Broadway, Hancock Street, and Saratoga Avenue;

as shown on a diagram (for illustrative purposes only) dated December 2, 2019.

BOROUGH OF QUEENS

No. 5

59-02 BORDEN AVENUE SELF STORAGE

CD 2 C 200031 ZSQ

IN THE MATTER OF an application submitted by Home Depot U.S.A., Inc, pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit, pursuant to Section 74-932 of the Zoning Resolution to allow, within a designated area in a Manufacturing District in Subarea 2, as shown on the maps in Appendix J (Designated Areas Within Manufacturing Districts), the development of a self-service storage facility (Use Group 16D) not permitted pursuant, to the provisions of Section 42-121 (Use Group 16D self-service storage facilities), within a proposed 6-story building, on property, located, at 59-02 Borden Avenue (Block 2657, Lot 40), in an M1-1 District.

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

YVETTE V. GRUEL, Calendar Officer
City Planning Commission
120 Broadway, 31st Floor, New York, NY 10271
Telephone (212) 720-3370

a5-19

In support of the City's efforts to contain the spread of COVID-19, the City Planning Commission will hold a remote public hearing, via the teleconferencing application Zoom, at 10:00 A.M. Eastern Daylight Time, on Wednesday, September 2, 2020, regarding the calendar items listed below.

The meeting will be live streamed through Department of City Planning's (DCP's) website and accessible from the following webpage, which contains specific instructions on how to observe and participate, as well as materials relating to the meeting: https://www1.nyc.gov/site/nycengage/events/city-planning-commission-public-meeting/286903/1.

Members of the public should observe the meeting through DCP's website.

Testimony can be provided verbally by joining the meeting using either Zoom or by calling the following number and entering the information listed below:

877 853 5247 US Toll-free
888 788 0099 US Toll-free

Meeting ID: 618 237 7396
[Press # to skip the Participation ID]
Password: 1

To provide verbal testimony via Zoom please follow the instructions available through the above webpage.

Written comments will also be accepted until 11:59 P.M., one week before the date of vote. Please use the CPC Comments form that is accessible through the above webpage.

Please inform the Department of City Planning if you need a reasonable accommodation, such as a sign language interpreter, in order to participate in the meeting. The submission of testimony, verbal or written, in a language other than English, will be accepted, and real time interpretation services will be provided based on available resources. Requests for a reasonable accommodation or foreign language assistance during the meeting should be emailed to [AccessibilityInfo@planning.nyc.gov] or made by calling [212-720-3508]. Requests must be submitted at least five business days before the meeting.

CITYWIDE

No. 1

RIKERS ISLAND PUBLIC PLACE MAPPING

CITYWIDE C 200143 MMY

IN THE MATTER OF an application submitted by the New York City Department of Correction, The Mayor's Office of Criminal Justice and New York City Council Speaker Corey Johnson pursuant to Sections 197-c and 199 of the New York City Charter for an amendment to the City Map involving:

- the establishment of Public Place on Rikers Island within the area bounded by the U.S. Pierhead and Bulkhead line;

in accordance with Map No. C.P.C. 200143 MMY dated November 27, 2019 and signed by the Director of the Department of City Planning.

BOROUGH OF BROOKLYN
Nos. 2, 3 & 4
312 CONEY ISLAND AVENUE REZONING
No. 2

CD 7 **C 200092 ZMK**

IN THE MATTER OF an application submitted by 312 Coney Island Avenue LLC pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 16d:

- changing from a C8-2 District to an R8A District property bounded by Ocean Parkway, Park Circle-Machate Circle, Coney Island Avenue, Caton Place, and a line 150 feet easterly of East 8th Street; and
- establishing within the proposed R8A District a C2-4 District bounded by Ocean Parkway, Park Circle-Machate Circle, Coney Island Avenue, Caton Place, and a line 150 feet easterly of East 8th Street;

as shown on a diagram (for illustrative purposes only) dated December 16, 2019, and subject to the conditions of CEQR Declaration E-555.

No. 3

CD 7 **N 200093 ZRK**

IN THE MATTER OF an application submitted by 312 Coney Island Avenue LLC pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, modifying bulk regulations for a portion of the Special Ocean Parkway District and modifying APPENDIX F for the purpose of establishing a Mandatory Inclusionary Housing area.

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

* * *

ARTICLE XI
Special Purpose Districts
Chapter 3
Special Ocean Parkway District

* * *

113-12
Special Front Yard Regulations

For all #zoning lots# with frontage along Ocean Parkway, there shall be a 30 foot #front yard#. No obstructions including porches either open or enclosed, canopies or stairs are permitted within the #front yard#. Any driveway within such #front yard# shall be perpendicular to the #street line# or, in the case where the #street wall# is not parallel with the #street line#, the driveway shall be perpendicular to the #street wall#.

Balconies pursuant to Section 23-13 may, by a depth of not more than six feet, penetrate #front yards#, except along Ocean Parkway.

113-13
Special Bulk Regulations for Lots Adjacent to Park Circle-Machate Circle

In R8A Districts, for #zoning lots# fronting on Park Circle-Machate Circle, the provisions of Section 23-66 (Height and Setback Requirements for Quality Housing Buildings) may be modified to allow for #street walls# within 125 feet of a #wide street# to rise without setback to the maximum #building# height.

113-20
SPECIAL PARKING AND OFF-STREET LOADING REGULATIONS

* * *

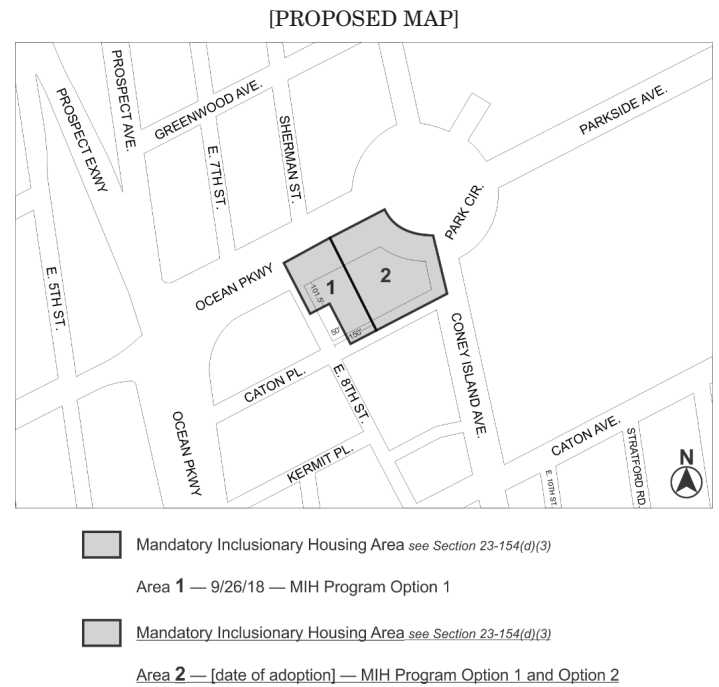
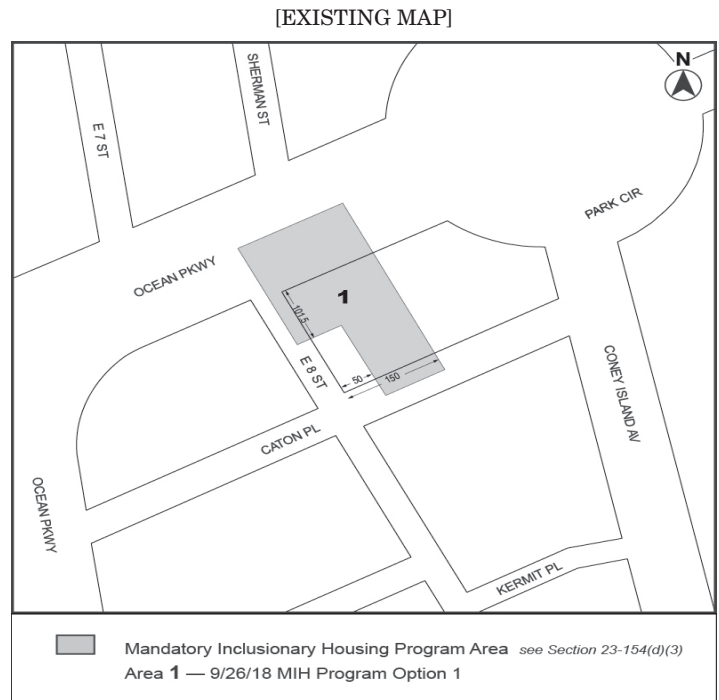
APPENDIX F
Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas

* * *

BROOKLYN
Brooklyn Community District 7

* * *

Map 3- [date of adoption]



Portion of Community District 7, Brooklyn

* * *

No. 4

CD 7 **C 200094 ZSK**

IN THE MATTER OF an application submitted by 312 Coney Island Avenue LLC pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant to Section 74-533 of the Zoning Resolution to waive the required number of accessory off-street parking spaces for dwelling units in a development within a Transit Zone, that includes at least 20 percent of all dwelling units as income-restricted housing units, in connection with a proposed mixed-use development on property located at 312 Coney Island Avenue (Block 5322, Lots 10 and 20), in an R8A/C2-4* District, within the Special Ocean Parkway District.

* Note: The site is proposed to be rezoned by changing an existing C8-2 District to an R8A District, and establishing within the proposed R8A District a C2-4 District, under a concurrent related application for a Zoning Map change (C 200092 ZMK).

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

No. 5

DEKALB COMMONS CITY

CD 3 C 200155 HAK

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 633-639 DeKalb Avenue (Block 1774, Lots 74, 75, 76 and 77), 648-654 DeKalb Avenue (Block 1779, Lots 22, 24 and 26), 1187 Fulton Street (Block 2000, Lot 43) as an Urban Development Action Area; and
 - b. Urban Development Action Area Project for such area; and
- 2) pursuant to Section 197-c of the New York City Charter for the disposition of such property to a developer to be selected by HPD;

to facilitate development of three buildings containing an approximate total of 84 affordable residential units and commercial space.

No. 6

DCAS OFFICE SPACE

CD 16 N 210008 PXX

IN THE MATTER OF a Notice of Intent to acquire office space submitted by the Department of Citywide Administrative Services, pursuant to Section 195 of the New York City Charter for use of property located at 2440 Fulton Street (Block 1554, Lot 16) (Human Resources Administration offices).

BOROUGH OF QUEENS

Nos. 7 & 8

110-40 SAUTTELL AVENUE REZONING

No. 7

CD 4 C 200103 ZMQ

IN THE MATTER OF an application submitted by Tuchman Associates, LLC pursuant to Sections 197-c and 201 of the New York City Charter for an amendment of the Zoning Map, Section No. 10b, by changing from an R6B District to an R6 District property bounded by the southwesterly and southerly boundary line of Flushing Meadow Park, a line 100 feet easterly of Sauttell Avenue and its northerly prolongation, a line midway between Corona Avenue and Van Cleef Street, and Sauttell Avenue and its northerly centerline prolongation, as shown on a diagram (for illustrative purposes only) dated December 16, 2019, and subject to the conditions of CEQR Declaration E-558.

No. 8

CD 4 N 200104 ZRQ

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

Matter underlined is new, to be added;
Matter ~~struck out~~ is to be deleted;
Matter within # # is defined in Section 12-10;
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**APPENDIX F
Inclusionary Housing Designated Areas and Mandatory Inclusionary Housing Areas**

* * *
* * *

QUEENS

Queens Community District 4

Map 1 - [date of adoption]



Mandatory Inclusionary Housing Area see Section 23-154(d)(3)
Area 1 — [date of adoption] — MIH Program Option 1 and Option 2

Portion of Community District 4, Queens

* * *

No. 9

SANITATION GARAGE & SALT SHED FACILITY

CD 1 C 200238 PCQ

IN THE MATTER OF an application submitted by the Department of Sanitation (DSNY) and the Department of Citywide Administrative Services (DCAS), pursuant to Section 197-c of the New York City Charter, for the site selection and acquisition of property located at 31-11 20th Avenue (Block 850, p/o Lot 350) and 19th Avenue (Block 826, Lot 42) for a sanitation garage and salt shed facility.

BOROUGH OF THE BRONX

No. 10

MANIDA STREET HISTORIC DISTRICT

CD 2 N 210006 HKX

IN THE MATTER OF a communication dated July 2, 2020, from the Executive Director of the Landmarks Preservation Commission regarding the Manida Street Historic District, designated by the Landmarks Preservation Commission on June 23, 2020 (Designation List 517/LP-2644), which consists of the properties bounded by a line beginning on the eastern curbline of Manida Street at a point on a line extending westerly from the northern property line of 870 Manida Street, and extending easterly along said line and along the northern property line of 870 to 814 Manida Street, southerly along the eastern property lines of 870 to 814 Manida Street, westerly along the southern property line of 814 Manida Street to the eastern curbline of Manida Street, northerly along said curbline to a point on a line extending easterly from the southern property line of 819 Manida Street, westerly along said line across Manida Street and along the southern property line of 819 Manida Street, northerly along the western property lines of 819 to 861 Manida Street, easterly along the northern property line of 861 Manida Street and across Manida Street to its eastern curbline, and northerly along said curbline to the point of beginning.

YVETTE V. GRUEL, Calendar Officer
City Planning Commission
120 Broadway, 31st Floor, New York, NY 10271
Telephone (212) 720-3370

BOARD OF EDUCATION RETIREMENT SYSTEM

■ MEETING

The Board of Education Retirement System Board of Trustees Meeting, will be held, at 4:00 P.M., on Wednesday, August 19, 2020, via Webex. If you would like to, attend this meeting, please contact BERS Executive Director, Sanford Rich, at Srich4@bers.nyc.gov.

jy20-a19

FRANCHISE AND CONCESSION REVIEW COMMITTEE

■ MEETING

PUBLIC NOTICE IS HEREBY GIVEN THAT the Franchise and Concession Review Committee, will hold a remote public meeting on Wednesday, September 9, 2020, at 2:30 P.M., via WebEx dial-in. The dial-in information is below:

Dail-in #: +1-408-418-9388
Access Code: 129 100 5151
Press # on further prompts

For further information on accessibility or to make a request for accommodations, such as sign language interpretation services, please contact the Mayor's Office of Contract Services (MOCS) via email at DisabilityAffairs@mocs.nyc.gov, or via phone at (646) 872-0231. Any person requiring reasonable accommodation for the public meeting should contact MOCS at least five (5) business days in advance of the meeting to ensure availability.

a19-s9

OFFICE OF LABOR RELATIONS

■ MEETING

The New York City Deferred Compensation Board, will hold its next Deferred Compensation Board Hardship meeting on Thursday, August 20, 2020, at 12:00 P.M. The meeting will be held remotely via conference call. Please visit the below link to access the audio recording of the Board meeting, or to access archived Board meeting audio/videos: <https://www1.nyc.gov/site/olr/deferred/dcp-board-webcasts.page>

a13-20

PROPERTY DISPOSITION

CITYWIDE ADMINISTRATIVE SERVICES

■ SALE

The City of New York in partnership with PropertyRoom.com posts vehicle and heavy machinery auctions online every week at: <https://www.propertyroom.com/s/nyc+fleet>

All auctions are open to the public and registration is free.

Vehicles can be viewed in person at:
Insurance Auto Auctions, North Yard
156 Peconic Avenue, Medford, NY 11763
Phone: (631) 294-2797

No previous arrangements or phone calls are needed to preview. Hours are Monday and Tuesday from 10:00 A.M. – 2:00 P.M.

s4-f22

OFFICE OF CITYWIDE PROCUREMENT

■ SALE

The Department of Citywide Administrative Services, Office of Citywide Procurement is currently selling surplus assets on the Internet. Visit <http://www.publicsurplus.com/sms/nycdcas.ny/browse/home>

To begin bidding, simply click on 'Register' on the home page.

There are no fees to register. Offerings may include but are not limited to: office supplies/equipment, furniture, building supplies, machine tools, HVAC/plumbing/electrical equipment, lab equipment, marine equipment, and more.

Public access to computer workstations and assistance with placing bids is available at the following locations:

- DCAS Central Storehouse, 66-26 Metropolitan Avenue, Middle Village, NY 11379
- DCAS, Office of Citywide Procurement, 1 Centre Street, 18th Floor, New York, NY 10007

j2-d31

HOUSING PRESERVATION AND DEVELOPMENT

■ NOTICE

All Notices Regarding Housing Preservation and Development Dispositions of City-Owned Property appear in the Public Hearing Section.

j2-d31

POLICE

■ NOTICE

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

The following list of properties is in the custody of the Property Clerk Division without claimants:

Motor vehicles, boats, bicycles, business machines, cameras, calculating machines, electrical and optical property, furniture, furs, handbags, hardware, jewelry, photographic equipment, radios, robes, sound systems, surgical and musical instruments, tools, wearing apparel, communications equipment, computers, and other miscellaneous articles.

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

INQUIRIES

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

FOR MOTOR VEHICLES (All Boroughs):

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

FOR ALL OTHER PROPERTY

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

j2-d31

PROCUREMENT

“Compete To Win” More Contracts!

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

- Win More Contracts, at nyc.gov/competetowin

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

HHS ACCELERATOR

To respond to human services Requests for Proposals (RFPs), in accordance with Section 3-16 of the Procurement Policy Board Rules of the City of New York (“PPB Rules”), vendors must first complete and submit an electronic prequalification application using the City’s Health and Human Services (HHS) Accelerator System. The HHS Accelerator System is a web-based system maintained by the City of New York for use by its human services Agencies to manage procurement. The process removes redundancy by capturing information about boards, filings, policies, and general service experience centrally. As a result, specific proposals for funding are more focused on program design, scope, and budget.

Important information about the new method

- Prequalification applications are required every three years.
- Documents related to annual corporate filings must be submitted on an annual basis to remain eligible to compete.
- Prequalification applications will be reviewed to validate compliance with corporate filings, organizational capacity, and relevant service experience.
- Approved organizations will be eligible to compete and would submit electronic proposals through the system.

The Client and Community Service Catalog, which lists all Prequalification service categories and the NYC Procurement Roadmap, which lists all RFPs to be managed by HHS Accelerator may be viewed, at <http://www.nyc.gov/html/hhsaccelerator/html/roadmap/roadmap.shtml>. All current and prospective vendors should frequently review information listed on roadmap to take full advantage of upcoming opportunities for funding.

Participating NYC Agencies

HHS Accelerator, led by the Office of the Mayor, is governed by an Executive Steering Committee of Agency Heads who represent the following NYC Agencies:

- Administration for Children’s Services (ACS)
- Department for the Aging (DFTA)
- Department of Consumer Affairs (DCA)
- Department of Corrections (DOC)
- Department of Health and Mental Hygiene (DOHMH)
- Department of Homeless Services (DHS)
- Department of Probation (DOP)
- Department of Small Business Services (SBS)
- Department of Youth and Community Development (DYCD)
- Housing and Preservation Department (HPD)
- Human Resources Administration (HRA)
- Office of the Criminal Justice Coordinator (CJC)

To sign up for training on the new system, and for additional information about HHS Accelerator, including background materials, user guides and video tutorials, please visit www.nyc.gov/hhsaccelerator

ADMINISTRATION FOR CHILDREN’S SERVICES

■ INTENT TO AWARD

Human Services/Client Services

PARENT ADVOCATE SERVICES - Negotiated Acquisition - Testing or experimentation is required - Due 8-31-20 at 10:00 A.M.
PIN# 06813P0006001N001 - JCCA
PIN# 06813P0006002N001 - CHDFS

The Administration for Children’s Services (ACS), intends to enter negotiations with Jewish Child Care Association of New York (JCCA) and Center for Human Development & Family Services (CHDFS), for the continued provision of Parent Advocate services. In accordance with Section 3-04(b)(2)(iii) of the Procurement Policy Board Rules, ACS, intends to use the negotiated acquisition extension process to extend the current vendors’ contracts by two years, from October 1, 2020 thru September 30, 2022. Organizations interested in future solicitations for these services are invited to do so, by submitting a simple, electronic prequalification application, using the City’s Health and Human Services (HHS) Accelerator System. To prequalify, and/or for additional information about HHS Accelerator, including background materials, user guides and video tutorials, please visit www.nyc.gov/hhsaccelerator.

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

Administration for Children’s Services, 150 William Street, 9th Floor, New York, NY 10002. Peter Pabon (212) 341-3450; peter.pabon@acs.nyc.gov

▲ a19

CHIEF MEDICAL EXAMINER

AGENCY CHIEF CONTRACTING OFFICER

■ INTENT TO AWARD

Services (other than human services)

SERVICE AGREEMENT FOR QIAGEN EZ1 AND QIACUBE INSTRUMENT - Sole Source - Available only from a single source - PIN# 81621ME007 - Due: 8-20-20 at 11:00 A.M.

NYC Office of Chief Medical Examiner, intends to enter into a sole source agreement with Qiagen Inc., to perform preventive maintenance and repair services on the Qiagen EZ1 Advanced XL and QIACube instrument in our Molecular Genetics Laboratory.

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.

Chief Medical Examiner, 421 East 26th Street, 10th Floor, New York, NY 10016. Vilma Johnson (212) 323-1729; vjohnson@ocme.nyc.gov

a13-19

ENVIRONMENTAL PROTECTION

WATER SUPPLY

■ SOLICITATION

Services (other than human services)

REPAIR, MAINTENANCE AND MONITORING PROGRAM SERVICE AT THE PENNSYLVANIA AVENUE AND FOUNTAIN AVENUE LANDFILLS - Competitive Sealed Bids - PIN# 82621B0001 - Due 9-17-20 at 3:00 P.M.

Project Number: 1531-RRM, Document Fee: \$80.00, Project Manager: Rolando Villacres, Engineers Estimate: \$2,628,710.00 - \$3,556,490.00. There will be a Pre-Bid on August 28, 2020, at 9:00 A.M., located at Microsoft Teams Meeting +1-347-921-5612, Conference ID: 964 306 130#. Last day for questions 9/8/2020, please email agency contact, Fheras@dep.nyc.gov, all questions. This procurement is subject to Apprenticeship Programs Questionnaire “APQ”.

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

Environmental Protection, 59-17 Junction Boulevard, 17th Floor Bidroom, Flushing, NY 11373. Fabian Heras (718) 595-3265; Fheras@dep.nyc.gov



◀ a19

PARKS AND RECREATION

■ **VENDOR LIST**

Construction Related Services

PREQUALIFIED VENDOR LIST: GENERAL CONSTRUCTION, NON-COMPLEX GENERAL CONSTRUCTION SITE WORK ASSOCIATED WITH NEW YORK CITY DEPARTMENT OF PARKS AND RECREATION ("DPR" AND/OR "PARKS") PARKS AND PLAYGROUNDS CONSTRUCTION AND RECONSTRUCTION PROJECTS.

NYC DPR is seeking to evaluate and pre-qualify a list of general contractors (a "PQL") exclusively to conduct non-complex general construction site work involving the construction and reconstruction of NYC DPR parks and playgrounds projects not exceeding \$3 million per contract ("General Construction").

By establishing contractor's qualification and experience in advance, NYC DPR will have a pool of competent contractors from which it can draw to promptly and effectively reconstruct and construct its parks, playgrounds, beaches, gardens and green-streets. NYC DPR will select contractors from the General Construction PQL for non-complex general construction site work of up to \$3,000,000.00 per contract, through the use of a Competitive Sealed Bid solicited from the PQL generated from this RFQ.

The vendors selected for inclusion in the General Construction PQL, will be invited to participate in the NYC Construction Mentorship. NYC Construction Mentorship focuses on increasing the use of small NYC contracts, and winning larger contracts with larger values. Firms participating in NYC Construction Mentorship will have the opportunity to take management classes and receive on-the-job training provided by a construction management firm.

NYC DPR will only consider applications for this General Construction PQL from contractors who meet any one of the following criteria:

- 1) The submitting entity must be a Certified Minority/Woman Business enterprise (M/WBE)*;
- 2) The submitting entity must be a registered joint venture or have a valid legal agreement as a joint venture, with at least one of the entities in the joint venture being a certified M/WBE*;
- 3) The submitting entity must indicate a commitment to sub-contract no less than 50 percent of any awarded job to a certified M/WBE for every work order awarded.

* Firms that are in the process of becoming a New York City-Certified M/WBE, may submit a PQL application and submit a M/WBE Acknowledgement Letter, which states the Department of Small Business Services has begun the Certification process.

Application documents may also be obtained online at: <http://a856-internet.nyc.gov/nycvendoronline/home.asap.>; or <http://www.nycgovparks.org/opportunities/business>.

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

Parks and Recreation, Olmsted Center Annex, Flushing Meadows – Corona Park, Flushing, NY 11368. Alicia H. Williams (718) 760-6925; Fax: (718) 760-6885; dmwbe.capital@parks.nyc.gov

j2-d31

SANITATION

■ **AWARD**

Goods and Services

HOLSET REPLACEMENT PARTS - Innovative Procurement - Other - PIN# 20215023208 - AMT: \$100,000.00 - TO: Kal-bro Inc., 114-14 Road, PO Box 560248, College Point, NY 11356. MWBE AWARD

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AGENCY RULES

BUILDINGS

■ **NOTICE**

NOTICE OF ADOPTION OF RULE

NOTICE IS HEREBY GIVEN, pursuant to the authority vested in the Commissioner of Buildings by Section 643 of the New York City Charter and in accordance with Section 1043 of the Charter, that the Department of Buildings hereby amends Section 102-01 of Subchapter B of Chapter 100 of Title 1 of the Official Compilation of the Rules of the City of New York, regarding Violation Classification and Certification of Correction.

This rule was first published on June 26, 2020 and a public hearing thereon was held on July 28, 2020.

Dated: 8/12/2020 /s/ Melanie E. La Rocca
New York, New York Commissioner

Statement of Basis and Purpose

The rule updates the penalty amounts for violations related to several provisions of Chapter 33 of the Building Code in order to conform to DOB's methodology for calculating penalty amounts.

Specifically, the rule amends section 102-01 of Title 1 of the Rules of the City of New York to:

- Indicate that violations charged as "Aggravated I" are never eligible for Cure, Stipulation, or Mitigation even if there is a "Yes" in the corresponding column of the Buildings Penalty Schedule for that violation description;
- Add civil penalties for failure to submit a Tenant Protection Plan ("TPP") pursuant to Administrative Code § 28-120.1 as required in Local Law 106 and 118 of 2019;
- Amend existing penalties for failure to post and distribute Notice of TPP to reflect the preferred charging section;
- Remove an existing Class 1 penalty related to Administrative Code § 28-210.1;
- Amend existing penalties related to Administrative Code § 28-211.1 as required in Local Law 118 of 2019, doubling penalties related to the filing of documents that make material false statements;
- Amend existing Class 2 penalties related to miscellaneous provisions of the Administrative Code and New York City Building Code to match the statutory maximum for Class 2 penalties;
- Amend existing Class 2 penalties related to miscellaneous provisions of the Administrative Code and the Zoning Resolution of the City of New York to allow Cures for these penalties in accordance with an initiative by the Department of Small Business Services;
- Amend existing penalties related to several provisions of Chapter 33 of the Building Code in order to conform to DOB's methodology for calculating penalty amounts (DOB's methodology sets the "Aggravated I" penalty at two and a half times the Standard penalty, both the "Standard Default" and "Aggravated II" penalties at five times the Standard penalty, and the "Aggravated II Default" penalty at the statutory maximum);
- Remove Cures for two existing Class 1 penalties related to 1 RCNY § 3319-02(j)(3) and miscellaneous violations of the Energy Conservation Code's residential provisions because Class 1 penalties are not eligible for Cure; and
- Amend an existing Class 3 penalty related to § 28-104.8.4.3, which was incorporated into § 28-120.1.3 pursuant to Local Law 106 of 2019.

DOB's authority for this rule is found in Sections 643 and 1043(a) of the New York City Charter, Local Laws 106 and 118 of 2019, and Section 28-201.2 of the Administrative Code of the City of New York.

New material is underlined.

[Deleted material is in brackets.]

"Shall" and "must" denote mandatory requirements and may be used interchangeably in the rules of this department, unless otherwise specified or unless the context clearly indicates otherwise.

Section 1. Subdivision (d) of section 102-01 of Subchapter B of Chapter 100 of Title 1 of the Rules of the City of New York is amended to read as follows:

- (d) *Mitigated and zero penalties.* Mitigated or zero penalties are available in the following circumstances under the following conditions.
 - (1) *Cure.* ¹ An eligible violation may be cured by correction before the first scheduled hearing date at ECB. All violations that are designated as Class 3 violations are eligible for cure. Some, but not all, types of violations that are designated as Class 2 violations are eligible for cure. Those types of Class 2 violations that are eligible for cure will be indicated within the Buildings Penalty Schedule found below. In order to cure, a certificate of correction acceptable to the Department must be filed at the Department within forty days from the date of the Commissioner’s order to correct set forth in the NOV. A cure constitutes an admission of the violation; dispenses with the need for a hearing at ECB; constitutes a predicate violation for subsequent violations; and, consistent with the provisions of § 28-204.2, and with the provisions of the Buildings Penalty Schedule, results in a zero penalty. A violation that has been charged as an **Aggravated I or Aggravated II** violation is never eligible for a cure, even if there is a “Yes” in the “Cure” column in the Buildings Penalty Schedule for that violation description.

¹ Section 28-204.2 of the Administrative Code provides for a zero penalty for Lesser violations that are corrected within the prescribed, or cure, period. For purposes of this rule, certain Major violations will also be treated as eligible for cure to the extent that Section 28-202.1 of the Administrative Code specifies no minimum penalty for such violations.

- (2) *Stipulation.* An eligible violation may be subject to stipulation where the Commissioner offers to the respondent a stipulation prior to or at a hearing to extend the time for compliance upon such terms and conditions as the Commissioner prescribes. Violations that are eligible for stipulation are indicated as such on the Buildings Penalty Schedule. The respondent must admit the violation subject to stipulation and agree to correct it and file an acceptable certification of correction with the Department. The stipulation may be signed and submitted to ECB either before the first scheduled hearing date at ECB or else on the first scheduled hearing date but prior to any actual hearing on that date, in which case it is considered a pre-hearing stipulation, or may be entered into at the first ECB hearing in which case it is considered a hearing stipulation. A reduced penalty will be imposed in connection with a pre-hearing stipulation in an amount indicated for the charge in question in the Buildings

Penalty Schedule. Specifically, the penalty imposed for that violation will be half of the penalty amount (rounded to the nearest dollar) of the penalty amount that would otherwise have been imposed at a hearing for that particular violation. In connection with a stipulation entered into at a hearing, a hearing penalty will be imposed in an amount indicated for the charge in question in the Buildings Penalty Schedule. A stipulation, whether a pre-hearing stipulation or a hearing stipulation, gives the respondent seventy-five days from the first scheduled hearing date within which to correct the violation and file a certificate of correction, failing which any reduced penalty that may have been imposed in connection with a pre-hearing stipulation will be adjusted to the standard hearing penalty set forth in the Buildings Penalty Schedule. A stipulation is effective only if it is approved by ECB. A pre-hearing stipulation dispenses with the need for a hearing at ECB. No stipulation shall take effect unless, in the case of a pre-hearing stipulation, it is offered by the Department prior to the first scheduled hearing date, signed by respondent prior to the first scheduled hearing date and approved by ECB in writing, or unless, in the case of a hearing stipulation, it is offered by the Department at the hearing, accepted by the respondent at that hearing, and is approved in writing by ECB. A violation that has been charged as an **Aggravated I or Aggravated II** violation is never eligible for a stipulation, even if there is a “Yes” in the “Stipulation” column in the Buildings Penalty Schedule for that violation description.

- (3) *Mitigation.* An eligible violation may be subject to mitigation where the respondent proves at the hearing that the condition was corrected prior to the first scheduled hearing date at ECB. Violations that are eligible for mitigation are indicated as such on the Buildings Penalty Schedule. A penalty is imposed on mitigations in accordance with the Buildings Penalty Schedule. If a mitigated penalty is imposed, that penalty will be half of the penalty amount of the penalty amount that would otherwise have been imposed at a hearing for that particular violation. An acceptable certificate of correction must thereafter be filed at the Department. A violation that has been charged as an **Aggravated I or Aggravated II** violation is never eligible for mitigation, even if there is a “Yes” in the “Mitigation” column in the Buildings Penalty Schedule for that violation description.

§ 2. Penalties for violations of 1 RCNY 3319-02 (j)(3), 27-Misc, 28-Misc, BC-Misc, 28-105.1, 28-104.8.4.3, 27-2009.2, 28-210.1, 28-211.1, 28-301.1, 28-303.7, BC 3307.7, BC 3319.8.4.2, BC 3319.8.6, ZR 32-64, ZR 32-652, ZR 32-653, ZR-Misc., Misc. – ZR Misc. – Title 28, and ECC – R-Misc. in subdivision (k) of section 102-01 of Subchapter B of Chapter 100 of Title 1 of the Rules of the City of New York are amended to read as follows:

Section of Law	Classification	Violation Description	Cure	Stipulation	Standard Penalty	Mitigated Penalty	Default Penalty	Aggravated I Penalty	Aggravated I Default Penalty	Aggravated II Penalty	Aggravated II Default – Max Penalty
1 RCNY 3319-02 (j)(3)	Class 1	Lift director failed to conduct/record meeting (pre-shift or subsequent).	[Yes] No	Yes	\$5,000	Yes	\$25,000	\$12,500	\$25,000	\$25,000	\$25,000
27-Misc, 28-Misc, BC-Misc	Class 2	Miscellaneous violations.	Yes	Yes	\$1,250	Yes	\$6,250	\$3,125	[\$12,500] \$10,000	\$6,250	\$10,000
28-105.1	Class 2	Failure to obtain a temporary construction permit prior to installation/use of temporary construction equipment.	Yes	No	\$1,250	Yes	\$6,250	\$3,125	[\$12,500] \$10,000	\$6,250	\$10,000
[28-104.8.4.3]	[Class 3]	[Failure to post or distribute a notice meeting requirements 28-104.8.4.3]	[No]	[No]	[\$500]	[Yes]	[\$500]	[\$500]	[\$500]	[\$500]	[\$500]
[27-2009.2]	[Class 2]	[Failure to post or distribute Notice of TPP.]	[No]	[No]	[\$1,250]	[No]	[\$6,250]	[\$3,125]	[\$10,000]	[\$6,250]	[\$10,000]

[28-210.1]	[Class 1]	[1- or 2-family residence converted to or maintained as a dwelling for more than the number of families legally authorized by the C of O or official records – Less than three additional dwelling units]	[No]	[No]	[\$2,500]	[No]	[\$12,500]	[\$6,250]	[\$25,000]	[\$12,500]	[\$25,000]
28-211.1	Class 1	Filed a certificate, form, application etc., containing a material false statement(s).	No	No	[\$5,000] \$10,000	No	\$25,000	[\$12,500] \$25,000	\$25,000	\$25,000	\$25,000
28-211.1	Class 1	Filed a certificate of correction or other related materials containing material false statement (s).	No	No	[\$5,000] \$10,000	No	\$25,000	[\$12,500] \$25,000	\$25,000	\$25,000	\$25,000
28-301.1	Class 2	Failure to maintain sign in accordance w Tit.27; Tit.28; ZR; RCNY.	[No] Yes	Yes	\$1,250	Yes	\$6,250	\$3,125	\$10,000	\$6,250	\$10,000
28-303.7	Class 2	Failure to file a complete boiler inspection report.	[No] Yes	No	\$625	No	\$3,125	\$1,563	\$6,250	\$3,125	\$10,000
BC 3307.7	Class 2	Job site fence not constructed or maintained pursuant to section.	Yes	No	\$1,000	Yes	[\$4,000] \$5,000	[\$2,000] \$2,500	[\$8,000] \$10,000	[\$4,000] \$5,000	\$10,000
BC 3319.8.4.2	Class 1	Failure to provide time schedule indicating erection, jumping, climbing or dismantling of crane.	No	No	\$2,000	No	[\$6,500] \$10,000	[\$3,125] \$5,000	[\$12,500] \$25,000	[\$6,250] \$10,000	\$25,000
BC 3319.8.6	Class 1	No meeting log available.	No	No	\$2,000	No	[\$6,250] \$10,000	[\$3,125] \$5,000	[\$12,500] \$25,000	[\$6,250] \$10,000	\$25,000
ZR 32-64	Class 2	Sign(s) in specified C District exceed(s) surface area restrictions.	[No] Yes	Yes	\$1,250	Yes	\$6,250	\$3,125	\$10,000	\$6,250	\$10,000
ZR 32-652	Class 2	Sign in specified C District extends beyond street line limitation.	[No] Yes	Yes	\$1,250	Yes	\$6,250	\$3,125	\$10,000	\$6,250	\$10,000
ZR 32-653	Class 2	Prohibited sign on awning, canopy, or marquee in C District.	[No] Yes	Yes	\$1,250	Yes	\$6,250	\$3,125	\$10,000	\$6,250	\$10,000
ZR-Misc.	Class 2	Misc. sign violation under the Zoning Resolution.	[No] Yes	Yes	\$1,250	Yes	\$6,250	\$3,125	\$10,000	\$6,250	\$10,000
Misc. – ZR Misc. – Title 28	Class 2	Misc. outdoor sign violation of ZR and/or Building Code.	[No] Yes	No	\$2,500	No	\$10,000	[\$6,250] \$6,250	\$10,000	\$10,000	\$10,000
ECC – R-Misc.	Class 1	Miscellaneous violation of Energy Conservation Code residential provisions.	[Yes] No	Yes	\$1,600	No	\$8,000	\$4,000	\$16,000	\$8,000	\$25,000

§ 3. Subdivision (k) of section 102-01 of Subchapter B of Chapter 100 of Title 1 of the Rules of the City of New York is amended by adding new penalties for violations of 28-120.1 and 28-120.1.3 in alphanumeric order to read as follows:

Section of Law	Classification	Violation Description	Cure	Stipulation	Standard Penalty	Mitigated Penalty	Default Penalty	Aggravated I Penalty	Aggravated I Default Penalty	Aggravated II Penalty	Aggravated II Default – Max Penalty
28-120.1	Class 1	Failure to file a required Tenant Protection Plan	No	No	\$10,000	No	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000

28-120.1.3	Class 2	Failure to post or distribute Notice of TPP meeting requirements.	No	No	\$625	Yes	\$3,125	\$1,563	\$6,250	\$3,125	\$10,000
28-120.1.3	Class 2	Failure to post and distribute Notice to occupants of TPP.	No	No	\$1,250	No	\$6,250	\$3,125	\$10,000	\$6,250	\$10,000

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SPECIAL MATERIALS

AGING

■ NOTICE

In advance of the release of the Older Adult Center Request for Proposals, the Department for the Aging (DFTA), is issuing a Concept Paper, presenting the purpose and plan for this program. The Older Adult Center Concept Paper, will be posted on the Department's website, <http://www.nyc.gov/aging>, beginning August 21, 2020. Public comment is encouraged and should be emailed, to DFTA, at ConceptPaper@aging.nyc.gov, and write "Older Adult Center Concept Paper" in the subject line. The Concept Paper will be posted until October 5, 2020.

a14-20

MAYOR'S OFFICE OF CONTRACT SERVICES

■ NOTICE

NOTICE IS HEREBY GIVEN that the Mayor will be issuing the following solicitation(s) not included in the FY 2021 Annual Contracting Plan and Schedule that is published pursuant to New York City Charter § 312(a):

Agency: Administration for Children Services
 Nature of services sought: Advertising Services to conceptualize and execute targeted, multi-year, multimedia campaigns—including job recruitment, public service and brand awareness—with targeted media strategy and follow-up analysis to modify ongoing campaigns
 Start date of the proposed contract: 4/1/2021
 End date of the proposed contract: 3/31/2023
 Method of solicitation the agency intends to utilize: Competitive Sealed Proposal
 Personnel in substantially similar titles within agency: None
 Headcount of personnel in substantially similar titles within agency: 0

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MAYOR'S OFFICE OF CRIMINAL JUSTICE

■ NOTICE

The New York City Mayor's Office of Criminal Justice (MOCJ), seeks to issue a Request for Proposals (RFP) for transitional housing units for justice-involved individuals to avoid incarceration and/or stabilize post release. Initial funding will cover approximately 250 beds in FY22 with the opportunity to scale up to 500 beds by FY23, subject to funding availability. Individuals may be engaged in an Alternative to Detention (ATD) program, an Alternative to Incarceration (ATI) program, Supervised Release, and/or reentry services upon release from incarceration. This transitional housing initiative will also ensure access for participants to supportive services including, but not limited to, assistance finding permanent housing, connections to substance use treatment, mental, behavioral, physical health-care, paid transitional

employment, and holistic case management.

Transitional housing will be offered to diverse groups of New York City residents, including special populations such as pregnant women, women with children, young people, older adults, LGBTQIA individuals, individuals with complex medical problems, individuals with Serious Mental Illness (SMI), and individuals engaged in the sex trade. Housing may be provided in a variety of models including, but not limited to, congregate, scatter site, and/or family unit settings.

The Concept Paper will be posted on the MOCJ website, <https://criminaljustice.cityofnewyork.us/notices-solicitations/>, August 19, 2020 through October 2, 2020. Written comments in response to the Concept Paper should be submitted to MOCJProcurements@cityhall.nyc.gov. Please include "Transitional Housing Concept Paper" in the subject line.

a13-19

The Mayor's Office of Neighborhood Safety (ONS), plans to release its forthcoming Request for Proposals (RFP), for the NYC Crisis Management System Initiative in the fall of 2020. The RFP seeks community-based partners to implement evidence-based anti-gun violence interventions that engage youth and young adults exposed to high risk factors and to positively amplify the culture of peace in communities most affected by gun violence. The core components of CMS include: (1) deployment of the Cure Violence public health model of violence intervention, (2) school-based conflict mediation, and (3) therapeutic mental health services.

ONS initiatives put communities at the center of creating and sustaining public safety. Launched in 2014, the Mayor's Action Plan for Neighborhood Safety (MAP) is a comprehensive place-based approach employing participatory mechanisms and coordinating resources to respond to communities' public safety priorities and reduce crime around 15 NYC public housing developments that historically have experienced the highest rates of crimes. Atlas is a strength-based, voluntary set of therapeutic and social supports delivered by trusted community-based organizations to engage and empower individuals with open court cases and heightened risk factors for involvement in violence. The Office to Prevent Gun Violence (OPGV) synchronizes the city's anti-gun violence initiatives, including the Crisis Management System, and amplifies the leadership of community-based solutions to support safe, empowered, and interconnected communities.

The Concept Paper will be posted on the MOCJ website, <https://criminaljustice.cityofnewyork.us/notices-solicitations/>, August 19, 2020 through October 2, 2020. Written comments in response to the Concept Paper should be submitted to MOCJProcurements@cityhall.nyc.gov. Please include "NYC Crisis Management System Initiative Concept Paper" in the subject line.

a13-19

CHANGES IN PERSONNEL

COMMUNITY COLLEGE (QUEENSBORO)						
FOR PERIOD ENDING 07/24/20						
NAME	TITLE	NUM	SALARY	ACTION	PROV EFF DATE	AGENCY
REESMAN	LINDA	04605	\$282,2250	APPOINTED	YES 07/05/20	464
RYERSBACH	MARGA	04687	\$54,8400	APPOINTED	YES 05/25/20	464
SALINDON	CHRISTIN E	04607	\$168,9600	APPOINTED	YES 07/06/20	464
SHEN	TRACY	04625	\$43,3700	APPOINTED	YES 07/08/20	464
VIVONA	CHARLES M	04293	\$150,4050	RESIGNED	YES 05/23/20	464
VOIGT	CHRYSTEL A	04625	\$43,3700	APPOINTED	YES 07/08/20	464
WILLIAMS	STEPHANI A	04689	\$55,6000	APPOINTED	YES 06/24/20	464
WINWORDL	ALIX	B 10102	\$15,6100	DECEASED	YES 02/25/20	464
WINWORDL	ALIX	B 10102	\$19,3900	DECEASED	YES 02/25/20	464
WINWORDL	ALIX	B 10102	\$23,5700	DECEASED	YES 02/25/20	464
WRIGHT	EUGENE L	04689	\$50,5200	APPOINTED	YES 05/25/20	464
YEFROYEV	VALENTIN	04625	\$43,3700	APPOINTED	YES 07/08/20	464

LATE NOTICE**CIVIC ENGAGEMENT COMMISSION**

■ NOTICE

Notice of Adoption of Final Rule

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE NEW YORK CITY CIVIC ENGAGEMENT COMMISSION BY section 3202 of the City Charter that the Civic Engagement Commission has promulgated a new title 73 of the rules of the city of New York, which contains the Commission's minimum standards for individuals who provide language assistance services under the poll site language assistance program established pursuant to paragraph 4 of subdivision a of section 3202 of the charter.

The proposed rule was published in the City Record on June 2nd, 2020, and a public hearing was held on July 2, 2020. The Civic Engagement Commission now adopts the following rule.

Statement of Basis and Purpose

In November 2018, New York City voters approved a ballot initiative proposed by the 2018 Charter Revision Commission that established the New York City Civic Engagement Commission. The proposal was codified as Chapter 76 of the NYC Charter. Chapter 76, in part, requires the Commission to develop a "poll site language assistance program" ("Program") that will provide language assistance for limited English proficient voters at City poll sites. Section 3202(a)(4) sets forth the Program's requirements and directs the Commission to promulgate rules establishing the minimum standards and training requirements for individuals who provide language assistance for voters under the Program.

This rule would establish minimum standards for individuals who provide language assistance services under the Program. The rule would require such individuals to be fluent in English and the language to be served. Such individuals would also be required to comply with all lawful orders from the staff of the New York City Board of Elections, observe the prohibition on electioneering, and ensure voter privacy. The rule requires that the Commission provide at least one training for such individuals prior to each election event and establishes minimum requirements for the content of all Commission training.

Furthermore, under section 3202(a)(5) of the Charter, the Commission is authorized to conduct programming in partnership with other city agencies to increase access to public engagement processes. In the event that the Commission engages in such programming to provide services to voters outside polling places, including but not limited to services for absentee voters, the rule requires such services to substantially comply with provisions related to services at polling places.

New material is underlined

"Shall" and "must" denote mandatory requirements and may be used interchangeably in the rules of this department, unless otherwise specified or unless the context clearly indicates otherwise.

Section 1. The rules of the city of New York are amended by adding a new title 73 to read as follows:

Title 73. Civic Engagement Commission**Chapter 1. Poll Site Language Assistance Program**

§1-01. Scope of rules. This chapter sets forth standards and procedures governing the poll site language assistance program established pursuant to section 3202 of the New York city charter.

§ 1-02. Definitions.

Board of elections. The term "board of elections" means the board of elections in the city of New York.

Chair. The term "chair" means the chair of the New York city civic engagement commission.

Charter. The term "charter" means the New York city charter.

Commission. The term "commission" means the New York city civic engagement commission or the chair acting on behalf of the commission.

Electioneering. The term "electioneering" means any words, communications, actions, or general course of conduct that seeks to further the success or failure of a particular candidate, party, ticket, or ballot question or intended to persuade or induce a voter to vote or refrain from voting for any particular candidate, party, ticket, or ballot question.

Interpreter. The term "interpreter" means any individual providing language assistance under the program for voters casting a ballot at polling places or other language assistance services pursuant to paragraph 5 of subdivision b of section 3202 of the charter.

Program. The term "program" means the poll site language assistance program established pursuant to paragraph 4 of subdivision a of section 3202 of the charter.

§1-03. Interpreters.

(a) Standards of conduct. Interpreters must comply with the following standards of conduct:

(1) Comply with all lawful orders from staff of the board of elections, including, but not limited to, making an oath or signing an affirmation as required by section 8-306 of the New York state election law;

(2) Do not engage in electioneering in the polling place, within one hundred feet of the polling place, or while assisting voters telephonically;

(3) Do not place a mark on any ballot, or do any other act in connection with a ballot with the intent that it may be identified as a ballot cast by a particular voter;

(4) Do not directly or indirectly reveal to any person the name of any particular candidate, party, ticket, or ballot question voted for by a voter;

(5) Do not directly or indirectly reveal to any person or make public any aggregate totals for any particular candidate, party, ticket, or ballot question voted for by a voter;

(6) Display identification provided by the Commission while performing duties under the program;

(7) Comply with all applicable laws, including articles 8 and 17 of the New York state election law; and

(8) Comply with the following ethical standards for professional interpreters adapted from the National Council on Healthcare Interpreter Certification's code of ethics for healthcare interpreters:

(i) Confidentiality. The interpreter will regard all information obtained during the performance of their professional duties as confidential.

(ii) Impartiality. The interpreter will perform their duties in an impartial way, refraining from advising, counseling, or conveying personal biases or beliefs.

(iii) Accuracy. The interpreter will strive to relay all information accurately in the course of their professional duties, preserving the spirit of the original message, taking into consideration its cultural context.

(iv) Professionalism. The interpreter will at all times act in a professional and ethical manner, maintaining the boundaries of the professional role, and abstaining from personal involvement.

(v) Respect. The interpreter will at all times treat persons served with dignity, courtesy and respect.

(b) Minimum qualifications. The commission shall ensure all interpreters have written and spoken fluency in English and the language to be served.

(c) Training requirements. The commission shall ensure that all interpreters receive at least one training prior to each election event. Such training must, at a minimum, include:

(1) Ethical guidance for interpreters that will include the standards of conduct set forth in subdivision a of this section;

(2) A process for tracking the number of voters the interpreters served; and

(3) A protocol for collecting and reporting public complaints regarding the program.

(d) Additional services. If the commission engages in partnerships with other city agencies pursuant to paragraph 5 of subdivision b of section 3202 of the charter to provide language assistance services to voters outside polling places, including but not limited to services for absentee voters, such services must substantially comply with the provisions of this chapter.

READER'S GUIDE

The City Record (CR) is published each business day. The Procurement section of the City Record is comprised of notices of proposed New York City procurement actions, contract awards, and other procurement-related information. Notice of solicitations and other notices for most procurement methods valued at or above \$100,000 for goods, services, and construction must be published once in the City Record, among other requirements. Other procurement methods authorized by law, such as sole source procurements, require notice in the City Record for five consecutive editions. Unless otherwise specified, the agencies and offices listed are open for business Monday through Friday from 9:00 A.M. to 5:00 P.M., except on legal holidays.

NOTICE TO ALL NEW YORK CITY CONTRACTORS

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

CONSTRUCTION/CONSTRUCTION SERVICES OR CONSTRUCTION-RELATED SERVICES

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

VENDOR ENROLLMENT APPLICATION

New York City procures approximately \$17 billion worth of goods, services, construction and construction-related services every year. The NYC Procurement Policy Board Rules require that agencies primarily solicit from established mailing lists called bidder/proposer lists. Registration for these lists is free of charge. To register for these lists, prospective suppliers should fill out and submit the NYC-FMS Vendor Enrollment application, which can be found online at www.nyc.gov/selltonyc. To request a paper copy of the application, or if you are uncertain whether you have already submitted an application, call the Vendor Enrollment Center at (212) 857-1680.

SELLING TO GOVERNMENT TRAINING WORKSHOP

New and experienced vendors are encouraged to register for a free training course on how to do business with New York City. "Selling to Government" workshops are conducted by the Department of Small Business Services at 110 William Street, New York, NY 10038. Sessions are convened on the second Tuesday of each month from 10:00 A.M. to 12:00 P.M. For more information, and to register, call (212) 618-8845 or visit www.nyc.gov/html/sbs/nycbiz and click on Summary of Services, followed by Selling to Government.

PRE-QUALIFIED LISTS

New York City procurement policy permits agencies to develop and solicit from pre-qualified lists of vendors, under prescribed circumstances. When an agency decides to develop a pre-qualified list, criteria for pre-qualification must be clearly explained in the solicitation and notice of the opportunity to pre-qualify for that solicitation must be published in at least five issues of the CR. Information and qualification questionnaires for inclusion on such lists may be obtained directly from the Agency Chief Contracting Officer at each agency (see Vendor Information Manual). A completed qualification questionnaire may be submitted to an Agency Chief Contracting Officer at any time, unless otherwise indicated, and action (approval or denial) shall be taken by the agency within 90 days from the date of submission. Any denial or revocation of pre-qualified status can be appealed to the Office of Administrative Trials and Hearings (OATH). Section 3-10 of the Procurement Policy Board Rules describes the criteria for the general use of pre-qualified lists. For information regarding specific pre-qualified lists, please visit www.nyc.gov/selltonyc.

NON-MAYORAL ENTITIES

The following agencies are not subject to Procurement Policy Board Rules and do not follow all of the above procedures: City University, Department of Education, Metropolitan Transportation Authority, Health & Hospitals Corporation, and the Housing Authority. Suppliers interested in applying for inclusion on bidders lists for Non-Mayoral entities should contact these

entities directly at the addresses given in the Vendor Information Manual.

PUBLIC ACCESS CENTER

The Public Access Center is available to suppliers and the public as a central source for supplier-related information through on-line computer access. The Center is located at 253 Broadway, 9th floor, in lower Manhattan, and is open Monday through Friday from 9:30 A.M. to 5:00 P.M., except on legal holidays. For more information, contact the Mayor's Office of Contract Services at (212) 341-0933 or visit www.nyc.gov/mocs.

ATTENTION: NEW YORK CITY MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISES

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

PROMPT PAYMENT

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

PROCUREMENT POLICY BOARD RULES

The Rules may also be accessed on the City's website at www.nyc.gov/selltonyc

COMMON ABBREVIATIONS USED IN THE CR

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

ACCO	Agency Chief Contracting Officer
AMT	Amount of Contract
CSB	Competitive Sealed Bid including multi-step
CSP	Competitive Sealed Proposal including multi-step
CR	The City Record newspaper
DP	Demonstration Project
DUE	Bid/Proposal due date; bid opening date
EM	Emergency Procurement
FCRC	Franchise and Concession Review Committee
IFB	Invitation to Bid
IG	Intergovernmental Purchasing
LBE	Locally Based Business Enterprise
M/WBE	Minority/Women's Business Enterprise
NA	Negotiated Acquisition
OLB	Award to Other Than Lowest Responsive Bidder/Proposer
PIN	Procurement Identification Number
PPB	Procurement Policy Board
PQL	Pre-qualified Vendors List
RFEI	Request for Expressions of Interest
RFI	Request for Information
RFP	Request for Proposals
RFQ	Request for Qualifications
SS	Sole Source Procurement
ST/FED	Subject to State and/or Federal requirements

KEY TO METHODS OF SOURCE SELECTION

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

CSB	Competitive Sealed Bidding including multi-step Special Case Solicitations/Summary of Circumstances:
CSP	Competitive Sealed Proposal including multi-step
CP/1	Specifications not sufficiently definite
CP/2	Judgement required in best interest of City
CP/3	Testing required to evaluate
CB/PQ/4	CSB or CSP from Pre-qualified Vendor List/ Advance qualification screening needed
CP/PQ/4	Demonstration Project
DP	Sole Source Procurement/only one source
SS	Procurement from a Required Source/ST/FED
RS	Negotiated Acquisition
NA	For ongoing construction project only: Compelling programmatic needs
NA/8	New contractor needed for changed/additional work
NA/9	Change in scope, essential to solicit one or limited number of contractors
NA/10	Immediate successor contractor required due to termination/default
NA/11	For Legal services only:

NA/12	Specialized legal devices needed; CSP not advantageous
WA	Solicitation Based on Waiver/Summary of Circumstances (Client Services/CSB or CSP only)
WA1	Preventing loss of sudden outside funding
WA2	Existing contractor unavailable/immediate need
WA3	Unsuccessful efforts to contract/need continues
IG	Intergovernmental Purchasing (award only)
IG/F	Federal
IG/S	State
IG/O	Other
EM	Emergency Procurement (award only): An unforeseen danger to:
EM/A	Life
EM/B	Safety
EM/C	Property
EM/D	A necessary service
AC	Accelerated Procurement/markets with significant short-term price fluctuations
SCE	Service Contract Extension/insufficient time; necessary service; fair price Award to Other Than Lowest Responsible & Responsive Bidder or Proposer/Reason (award only) anti-apartheid preference
OLB/a	local vendor preference
OLB/b	recycled preference
OLB/c	other: (specify)

HOW TO READ CR PROCUREMENT NOTICES

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

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

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

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

SAMPLE NOTICE

POLICE

DEPARTMENT OF YOUTH SERVICES

■ SOLICITATIONS

Services (Other Than Human Services)

BUS SERVICES FOR CITY YOUTH PROGRAM

-Competitive Sealed Bids- PIN# 056020000293 - DUE 04-21-03 AT 11:00 A.M.

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

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

◀m27-30

ITEM	EXPLANATION
POLICE DEPARTMENT	Name of contracting agency
DEPARTMENT OF YOUTH SERVICES	Name of contracting division
■ SOLICITATIONS	Type of Procurement action
<i>Services (Other Than Human Services)</i>	Category of procurement
BUS SERVICES FOR CITY YOUTH PROGRAM	Short Title
CSB	Method of source selection
PIN #056020000293	Procurement identification number
DUE 04-21-03 AT 11:00 A.M.	Bid submission due 4-21-03 by 11:00 A.M.; bid opening date/ time is the same.
<i>Use the following address unless otherwise specified or submit bid/proposal documents; etc.</i>	Paragraph at the end of Agency Division listing providing Agency
◀	Indicates New Ad
m27-30	Date that notice appears in The City Record