



# THE CITY RECORD

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## THE CITY RECORD

MICHAEL R. BLOOMBERG, Mayor

MARTHA K. HIRST, Commissioner, Department of Citywide Administrative Services.  
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## PUBLIC HEARINGS AND MEETINGS

See Also: Procurement; Agency Rules

### BROOKLYN BOROUGH PRESIDENT

#### ■ PUBLIC HEARINGS

#### UNIFORM LAND USE REVIEW PROCEDURE

NOTICE IS HEREBY GIVEN THAT, pursuant to Sections 82 and 197-C of the New York City Charter, the Brooklyn Borough President will hold a public hearing on the following matters in the **Community Room, First Floor, Brooklyn Borough Hall, 209 Joralemon Street, Brooklyn, New York 11201, commencing at 5:30 P.M. on November 19, 2008.**

#### CALENDAR ITEM 1

**363 - 365 BOND STREET  
ZONING MAP AMENDMENT - SPECIAL PERMIT  
COMMUNITY DISTRICT 6  
090047 ZMK - 090048 ZSK**

In the matter of an application submitted by the Toll Brooklyn L.P. pursuant to Sections 197-c and 201 of the New York City Charter for: (a) an amendment of the Zoning Map, Section No. 16c changing from an M2-1 District to an M1-4/R7-2 District property bounded by Carroll Street and its southeasterly centerline prolongation, the center line of the Gowanus Canal, Second Street and its southeasterly centerline prolongation, and Bond Street; and establishing a Special Mixed Use District (MX-11) District bounded by Carroll Street and its southeasterly centerline prolongation, the center line of the Gowanus Canal, Second Street and its southeasterly centerline prolongation, and Bond Street; and (b) a special permit pursuant to Section 74-743(a)(2) of the Zoning Resolution to modify the height and setback regulations of Section 123-66, the rear yard regulations of Section 23-47, and the inner court regulations of Section 23-852 in connection with a proposed mixed use development on property located at 363 - 365 Bond Street.

Note: To request a sign language interpreter, or to request TTD services, call Mr. Kevin Parris at (718) 802-3856 at least five business days before the day of the hearing. **n13-19**

### BRONX BOROUGH PRESIDENT

#### ■ PUBLIC HEARINGS

A PUBLIC HEARING is being called by the President of the Borough of The Bronx, Honorable Adolfo Carrion, Jr. on Friday, November 21, 2008 at 10:00 A.M. in the office of the Borough President, 198 East 161st Street (one block east of

the Grand Concourse) 2nd Floor, The Bronx, New York 10451, on the following item:

**CD 2-ULURP APPLICATION NO: 050187 MMX:  
IN THE MATTER OF** an application submitted by the New York City Department of Transportation, pursuant to Sections 197-c and 199 of the New York City Charter and Section 5-430 *et seq.*, of the New York City Administrative Code, for an amendment of the City Map involving:

- The elimination, discontinuance and closing of East 181st Street between Webster Avenue and Park Avenue West;
- Any adjustment of grades necessitated thereby; and
- Any acquisition or disposition of real property related thereto,

Community District 6, Borough of The Bronx, in accordance with Map No. 13108 dated May 8, 2008, and signed by the Borough President.

ANYONE WISHING TO SPEAK MAY REGISTER AT THE HEARING. PLEASE DIRECT ANY QUESTIONS CONCERNING THIS MATTER TO THE BOROUGH PRESIDENT'S OFFICE (718) 590-6124. **n14-20**

### CITY COUNCIL

#### ■ PUBLIC HEARINGS

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

**The Subcommittee on Landmarks, Public Siting and Maritime Uses will hold a public hearing on the following matters in the Council Chambers, City Hall, New York City, New York 10007, commencing at 10:00 A.M. on Friday, November 14, 2008:**

#### DEPARTMENT OF SANITATION GARAGE MANHATTAN CB - 2 C 080279 PSM

Application submitted by the Department of Sanitation and the Department of Citywide Administrative Services, pursuant to Section 197-c of the New York City Charter for the site selection of property located at 553 Canal Street/297 West Street (Block 595, Lot 87) for use as a salt storage facility.

#### DEPARTMENT OF SANITATION GARAGE MANHATTAN CB - 2 C 080280 PCM

Application submitted by the Department of Sanitation 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 500 Washington Street (Block 596, Lot 50), for use as a garage.

#### DEPARTMENT OF SANITATION GARAGE MANHATTAN CB - 2 C 080281 ZSM

Application submitted by the New York City Department of Sanitation pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant to Section 74-743(a)(2) of the Zoning Resolution to modify the requirements of Section 43-40 (Height and Setback Regulations) and Section 43-20 (Yard Regulations) to allow a proposed garage building to be located without regard for the

applicable height and setback and rear yard regulations, on property located at 500 Washington Street (Block 596, Lot 50), in an M2-4 District, within a General Large-Scale Development. **n7-14**

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

**The Subcommittee on Zoning and Franchises will hold a public hearing on the following matters in the Council Committee Room, City Hall, New York City, New York 10007, commencing at 9:30 A.M. on Monday, November 17, 2008:**

#### 125TH STREET FOLLOW-UP TEXT AMENDMENT MANHATTAN CB - 10 N 090031 ZRM

Application submitted by the Department of City Planning pursuant to Section 201 of the New York City Charter, for an amendment of the Zoning Resolution of the City of New York, concerning Article IX, Chapter 7 (Special 125th Street District), to modify height and bulk regulations within the C4-7 zoned portion of the Core Subdistrict.

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

#### ARTICLE IX SPECIAL PURPOSE DISTRICTS

\* \* \*

#### Chapter 7 Special 125th Street District

\* \* \*

#### 97-411 Maximum floor area ratio in C4-4D, C4-7 and C6-3 Districts

In C4-4D, C4-7 or C6-3 Districts, the maximum permitted #floor area ratios# for new #developments# or #enlargements# shall be as listed in the following table for #residential#, #commercial# and #community facility uses and may only be increased pursuant to Section 97-42 (Floor Area Bonuses).

#### MAXIMUM PERMITTED FLOOR AREA RATIO (FAR) FOR RESIDENTIAL, COMMERCIAL AND COMMUNITY FACILITY USES

District	OUTSIDE THE CORE SUBDISTRICT			WITHIN THE CORE SUBDISTRICT		
	#Residential floor area ratio#	Commercial #floor area ratio#	Community Facility #floor area ratio#	#Residential floor area ratio#	Commercial #floor area ratio#	Community Facility #floor area ratio#
C4-4D	5.4	4.0	6.0	5.4	4.0	6.0
C4-7	9.0	10.0	10.0	9.0-5.4	10.0-7.2	10.0-7.2
C6-3	6.0	6.0	6.0	5.4	6.0	6.0

\* \* \*

**97-422  
Floor area bonus for visual or performing arts uses**  
In C4-4D, C4-7 or C6-3 Districts within the #Special 125th Street District#, for a new #development# or #enlargement# with frontage on 125th Street, the maximum #floor area ratio# otherwise permitted for #residential# or #commercial uses# listed in Section 97-411 may be increased up to the maximum #floor area ratio# specified in the following table, provided that for every four square feet of bonused #floor area#, an amount of space equivalent to one square foot of such bonused #floor area# shall be used for those visual or performing arts #uses# designated in paragraph (b) of Section 97-11 (Special Arts and Entertainment Uses). Such bonused #floor area# shall be permitted only upon certification by the Chairperson of the City Planning

Commission to the Commissioner of Buildings that the conditions set forth in Section 97-423 have been met.

MAXIMUM PERMITTED FLOOR AREA RATIO (FAR) FOR RESIDENTIAL AND COMMERCIAL USES WITH FLOOR AREA BONUS FOR VISUAL OR PERFORMING ARTS USES

Table with columns for District, Outside the Core Subdistrict, and Within the Core Subdistrict, detailing floor area ratios for residential and commercial uses.

97-442 Height and setback regulations for C4-7 and C6-3 Districts

The following modifications of the underlying district regulations shall apply for C4-7 and C6-3 Districts within the Special District:

- (a) The minimum and maximum base height of the #street wall# and the maximum height of a #development# or #enlargement# shall be modified, as set forth in the following table:

MINIMUM BASE HEIGHT, MAXIMUM BASE HEIGHT AND MAXIMUM BUILDING HEIGHT

Table showing Street Wall Height (in feet) and Maximum Building Height (in feet) for Districts C4-7 and C6-3.

All portions of buildings that exceed a height of 85 feet in C4-7 and C6-3 Districts shall be set back at least 15 feet from the #street line#, except that such setback depth may include the depth of any permitted recess in the #street wall#, according to the provisions of 97-433 (Street wall location).

- (b) Special regulations for certain C4-7 Districts
(1) For the area located within 50 feet of the 126th Street frontage...
(2) For #zoning lots# bounded by 125th Street, Park Avenue and 124th Street...
(3) For Lots 1 and 7501 on #Block# 1910, the requirements of City Environmental Quality Review (CEQR) Environmental Designation number (E-201) have been modified...
(c) In C6-3 Districts, the maximum length of any #story# located above a height of 85 feet shall not exceed 150 feet.

BANSHEE PUB

MANHATTAN CB - 8 20085680 TCM Application pursuant to Section 20-226 of the Administrative Code of the City of New York, concerning the petition of 1373 1st Café, Inc., d/b/a Banshee Pub, for a revocable consent to establish, maintain and operate an unenclosed sidewalk café located at 1373 First Avenue.

The Subcommittee on Planning, Dispositions and Concessions will hold a public hearing on the following matters in the Council Committee Room, City Hall, New York City, New York 10007, commencing at 1:00 P.M. on Monday, November 17, 2008:

HARBORVIEW

MANHATTAN CB - 4 C 080400 ZSM Application submitted by the New York City Housing Authority pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant Section 78-312(d) of the Zoning Resolution to allow modifications of the front height and setback regulations on the periphery of a Large-Scale Residential Development

(Block 1083, Lots 1 and 15, and Block 1084, Lot 9) in connection with the development of two residential buildings on property located at 513 West 55th Street and 520 West 56th Street (Block 1084, p/o Lot 9), within the Clinton Urban Renewal Area, in an R8 District.

HARBORVIEW

MANHATTAN CB - 4 C 080401 ZSM Application submitted by the New York City Housing Authority pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant Section 74-681(a)(1) of the Zoning Resolution to allow that portion of the railroad or transit right-of-way which will be completely covered over by a permanent platform to be included in the lot area in connection with the development of two residential buildings on property located at 513 West 55th Street and 520 West 56th Street (Block 1084, p/o Lot 9), in a Large-Scale Residential Development (Block 1083, Lots 1 and 15, and Block 1084, Lot 9), within the Clinton Urban Renewal Area, in an R8 District, within the Special Clinton District.

UHAB

MANHATTAN CB - 3 20095174 HAM Application submitted by the New York City Department of Housing Preservation and Development for Council approval, pursuant to Article 16 of the General Municipal Law, for a modifications to a previously approved Urban Development Action Area Project located at 292 East 3rd Street; 719 East 6th Street; 209, 274, 278 East 7th Street; 733 East 9th Street, 377 East 10th Street; 544 East 13th Street; 21 and 155 Avenue C; 9 Second Avenue, in Council Districts no. 1 and 2.

MARIA LOPEZ PLAZA

BRONX CB - 4 20095181 HAX Application submitted by the Department of Housing Preservation and Development pursuant to the New York Private Housing Finance Law for consent to the voluntary dissolution of a redevelopment company, a conveyance, related approvals and tax exemptions for property located at 2950 Park Avenue and 635 Morris Avenue, Council District 17.

Proposal subject to Council review and action pursuant to the Urban Development Action Area Act, Article 16 of the New York General Municipal Law, at the request of the Department of Housing Preservation and Development ("HPD"), which requests that the Council:

- 1. Find that the present status of the listed area tends to impair or arrest the sound growth and development of the municipality and that the proposed Urban Development Action Area Project is consistent with the policy and purposes of Section 691 of the General Municipal Law;
2. Waive the area designation requirements of Section 693 of the General Municipal Law pursuant to said Section;
3. Waive the requirements of Sections 197-c and 197-d of the New York City Charter pursuant to Section 694 of the General Municipal Law;
4. Approve the project as Urban Development Action Area Project pursuant to Section 694 of the General Municipal Law; and
5. Approve an exemption of the Project from real property taxes pursuant to Section 577 of the Private Housing Finance Law.

Table with columns: NO. ADDRESS, BLOCK/LOT, BORO, PROGRAM, BOARD. Row 1: 418 West 129th Street, 1968/54, Manhattan, Tenant Interim Lease, 09, n10-17

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 at Spector Hall, 22 Reade Street New York, New York, on Wednesday, November 19, 2008, commencing at 10:00 A.M.

BOROUGH OF THE BRONX No. 1 FOOD CENTER DRIVE

CD 2 C 070443 MMX IN THE MATTER OF an application, submitted by the Economic Development Corporation and the Department of Small Business Services, pursuant to Sections 197-c and 199 of the New York City Charter and Section 5-430 et seq. of the New York City Administrative Code, for an amendment to the City Map involving:

- the establishment of Food Center Drive and Hunt's Point Landing east of Halleck Street;
the elimination, discontinuance and closing of Hunt's Point Avenue between Halleck Street and the U.S. Bulkhead Line, Farragut Street between Hunt's Point Avenue and the U.S. Bulkhead Line, Viele Avenue between Halleck Street and Hunt's Point Avenue, and a portion of Ryawa Avenue between Halleck Street and Hunt's Point Avenue;
the widening of Halleck Street between Hunt's Point Avenue and Viele Avenue;
the modification and delineation of sewer corridors necessitated thereby;
the adjustment of grades necessitated thereby; and
any acquisition or disposition of real properties related thereto,

in accordance with Map No. 13120 dated June 20, 2008 and signed by the Borough President.

BOROUGH OF MANHATTAN AND THE BRONX No. 2 RANDALL'S ISLAND CONNECTOR

CD 11 M C 080533 PCY CD 1 X IN THE MATTER OF an application submitted by the Department of Transportation, the Department of Parks and Recreation and the Department of Citywide Administrative Services pursuant to Section 197-c of the New York City Charter for site selection and acquisition of easements (Block 2543, p/o Lot 1 and Block 2583, p/o Lot 2) for use as a pedestrian and bicycle pathway.

BOROUGH OF MANHATTAN No. 3 CROSBY STREET HOTEL

CD 2 C 080505 ZSM IN THE MATTER OF an application submitted by Crosby Street Hotel LLC, pursuant to Sections 197-c and 201 of the New York City Charter for the grant of a special permit pursuant to Section 74-781 of the Zoning Resolution to modify the requirements of Section 42-14 (D)(2)(b) to allow Use Group 5 uses (hotel use) and/or Use Group 6 uses (retail uses) to be located below the floor level of the second story of a proposed 11-story building on property located at 79 Crosby Street a.k.a. 246 Lafayette Street (Block 496, Lots 1 & 29), in an M1-5B District.

Plans for this proposal are on file with the City Planning Commission and may be seen in Room 3N, 22 Reade Street, New York, N.Y. 10007.

No. 4

CLINTON DISTRICT THEATER BONUS

CD 4 N 080184(B) ZRM IN THE MATTER OF an application submitted by the Department of City Planning pursuant to Section 201 of the New York City Charter, and proposed for modification pursuant to Section 2-06(c)(1) of the Uniform Land Use Review Procedure for an amendment of the Zoning Resolution of the City of New York, concerning Article IX Chapter 6 (Special Clinton District)

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

Article IX - Special Purpose Districts

Chapter 6 Special Clinton District

\* \* \* 96-20 PERIMETER AREA

\* \* \*

96-25 Floor Area Bonus for New Legitimate Theater Use

Within Subarea 2 of the 42nd Street Perimeter Area as shown in Appendix A of this Chapter, for #developments# or #enlargements# located within the area bounded by West 42nd Street, Dyer Avenue, West 41st Street and Eleventh Avenue that have fully utilized a #floor area# increase pursuant to Section 23-90 (INCLUSIONARY HOUSING), three additional square feet of #floor area# may be provided for each square foot of new legitimate theater #use#, the #floor area ratio# may be increased from 12.0 to a maximum of 15.0, provided that for every three square feet of bonused #floor area#, one square foot of such bonused #floor area# shall be used for new "performance space", which, for the purposes of this Section 96-25 shall mean space to be used as a legitimate theater or for non-profit performing arts use. Such bonused #floor area# shall be permitted only upon certification by the Chairperson of the City Planning Commission to the Commissioner of Buildings that the following conditions shall exist have been met:

- (a) the total #floor area ratio# on the #zoning lot# shall not exceed 15.0;
(b) all #floor area# for any performance space for which a bonus is received pursuant to this Section shall be limited to floor space exclusively associated with legitimate theater or non-profit performing arts #use#, including auditorium, orchestra, balconies, stage and theater equipment space, wings, dressing rooms, rehearsal space, lobbies, lounges, ticket offices, rest rooms, and circulation space. Any other use of the bonused performance space shall not comprise more than 25% of the total #floor area# of such performance space;
(c) the theater such performance space shall be designed, arranged and used exclusively for live performances and rehearsals of drama, music or dance and shall have at least 100 fixed seats and no more than 299 seats. If there is more than one performance space, each shall have at least 100 seats, and adjacent performance spaces may be designed in a manner that allows for their combination into a single performance space provided such combined space has no more than 299 seats. Performance space for which a bonus is received pursuant to this Section shall only be used for non-profit performing arts use provided the #development# or #enlargement# contains at least two performance spaces used exclusively for performances of legitimate theater;
(c) a letter from the Department of Cultural Affairs shall be submitted certifying that:

- (d)(1) a signed lease shall be has been provided from ~~a~~ the prospective ~~theater~~ operator of the performance space, or a written commitment from the owner of the ~~theater performance space~~ if such owner is also the operator, for occupancy of the ~~theater performance space~~ and its operation as a legitimate theater or non-profit performing arts space for a period of not less than five years, pursuant to an operating plan and program therefor;
- (2) the proposed operator of the performance space has the fiscal and managerial capacity to successfully operate such space;
- (3) preliminary design plans have been provided to the Department of Cultural Affairs for the performance space, which include sufficient detail regarding core, shell, structural, and mechanical systems, necessary to ensure that such performance space will operate efficiently for its intended use, and
- (e)(4) a plan and program shall be accompanied by written commitment from such owner of the financial resources available to ensure timely completion of the identified scope of work; a written commitment has been provided ensuring that there are financial resources available for the timely completion of the identified scope of work, and
- (5) the proposed operator of the performance space will have a program of regularly scheduled presentations that are open to the public.

(d) a legal commitment ~~shall be~~ has been provided for inspection and ongoing maintenance of the ~~theater performance space~~ to ensure its continued availability for ~~theater use~~ as a legitimate theater or non-profit performing arts space. Such inspection shall be conducted every five years by a licensed engineer or architect, and a report issued to the Chairperson of the City Planning Commission, ~~and the Commissioner of the Department of Cultural Affairs and the applicable Community Board, and notice of such report shall be published in the City Record.~~ Such report shall describe the condition of the ~~theater performance space~~ and identify any maintenance or repair work necessary to ensure the physical and operational soundness of the ~~theater performance space~~ and establish a plan and program for such work, including providing that adequate resources be made available to ensure timely completion of such maintenance or repair work; and

(e) a legal commitment ~~shall be~~ has been provided for continuance of the ~~use~~ of all ~~floor area~~ in the bonused performance space for which a bonus has been received pursuant to this Section as a legitimate theater or non-profit performing arts space and providing that in the event of a change of operator, as defined by the Commissioner of the Department of Cultural Affairs, the owner or operator shall obtain a new letter certifying that the provisions of subparagraphs (1), (2) and (3) of paragraph (c) of this Section have been met as to the proposed operator and, where substantial renovation of the performance space, as defined by the Commissioner of the Department of Cultural Affairs, is being proposed in conjunction with the change of operator, that the provisions of subparagraphs (3) and (4) have been met as to such substantial renovation. Such legal commitment shall also prohibit ~~use~~ as an ~~adult establishment~~ for the life of the related ~~development~~.

Such legal commitments shall be in the form of a declaration of restrictions, filed and duly recorded in the Borough Office of the Register of the City of New York, binding upon the owner and any lessee of the ~~theater performance space~~ and their successors and assigns, a certified copy of which shall be submitted to the Chairperson of the City Planning Commission. The filing of such declaration and the posting of any bond or other security required by the Chairperson of the City Planning Commission under the terms of such declaration, and receipt of such a certified copy of such declaration, shall be preconditions to issuance of any building permit, including any foundation or alteration permit, for any ~~development~~ or ~~enlargement~~.

The owner shall not apply for or accept a temporary certificate of occupancy for that portion of the ~~development~~ or ~~enlargement~~ identified under the terms of the declaration of restrictions as utilizing the increased ~~floor area~~ permitted pursuant to this Section, and the Department of Buildings shall not issue a temporary certificate of occupancy for such portion of the ~~development~~ or ~~enlargement~~, until the Chairperson through ~~consultation with the Commissioner of the Department of Cultural Affairs~~ has certified that the ~~theater performance space~~ is substantially complete, which shall, for this purpose, mean that such ~~theater performance space~~ is usable by the public.

The owner shall not apply for or accept a permanent certificate of occupancy for such portion of the ~~development~~ or ~~enlargement~~, nor shall the Department of Buildings issue a permanent certificate of occupancy for such portion, the ~~development~~ or ~~enlargement~~ until the ~~theater~~

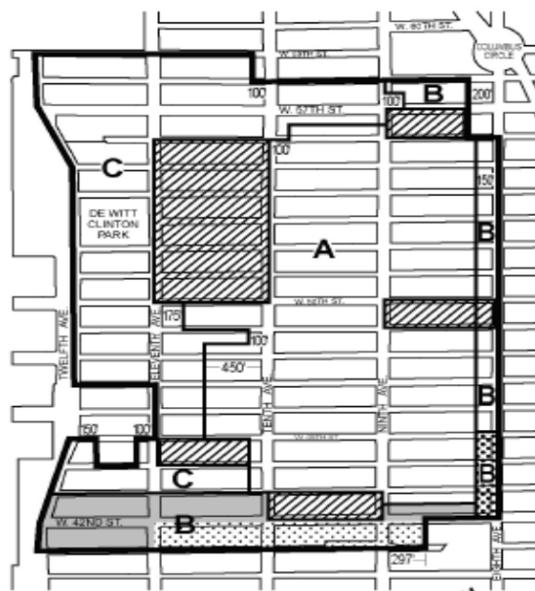
performance space has been finally completed in accordance with the approved plans and such final completion has been certified by the ~~Chairperson~~ Commissioner of the Department of Cultural Affairs. The declaration of restrictions shall be noted on any Temporary or Final Certificate of Occupancy for the ~~building~~. Notwithstanding the foregoing, the Chairperson of the City Planning Commission may accept a declaration of restrictions, or, in the case of a certification issued by the Chairperson of the City Planning Commission prior to [effective date of text amendment], a modified declaration of restrictions, which shall allow the owner to apply for and accept, and the Department of Buildings to issue, temporary and permanent certificates of occupancy for the portion of the ~~development~~ or ~~enlargement~~ which utilizes the increased ~~floor area~~ permitted pursuant to this Section prior to substantial or final completion of the performance space, as the case may be, provided that, under the terms of such declaration of restrictions or modified declaration of restrictions, the owner shall not apply for or accept temporary certificates of occupancy for any such portion of the ~~development~~ or ~~enlargement~~ unless and until:

(a) the Commissioner of the Department of Cultural Affairs has certified that the core and shell of the performance space has been completed in accordance with a core and shell agreement accepted by the Commissioner; and

(b) ownership of the performance space has been transferred to the prospective operator

\* \* \*

EXISTING MAP  
Special Clinton District



School Construction Authority proposed site for a possible future educational facility on multiple lots on 4th Avenue between 88th and 89th Streets.

n12-17

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

#### BOROUGH OF BROOKLYN

COMMUNITY BOARD NO. 18 - Wednesday, November 19, 2008 at 8:00 P.M., Kings Plaza Community Room, Flatbush Avenue and Avenue V, Brooklyn, NY

#### #266-08-BZ

Premises affected - 2007 New York Avenue, between Avenues K and L

A Public Hearing on an application filed pursuant to Section 73-622 and 23-141B of the Zoning Resolution to increase the floor area to permit the enlargement of a single family, two-story frame residence with the addition to all floors front and rear in a R-4 zoning district.

n13-19

## EDUCATION

### NOTICE

#### Agenda

The Department of Education's (DOE) Committee on Contracts has been asked for approval to enter into contract negotiations with the following organization(s) for the services described below. Other organizations interested in providing these services to the DOE are invited to indicate their ability to do so by writing to Jay G. Miller at 65 Court Street, Room 1201, Brooklyn, NY 11201. Responses should be received no later than 9:00 A.M., Friday, November 21, 2008.

#### ITEM(S) FOR CONSIDERATION:

1. Ballet Tech Foundation, Inc. (BTF)

**Service(s):** Ballet Tech High School (BTHS) is seeking an exception to open competitive procurement to enter into an agreement with BTF to utilize the professional services of BTF, specializing in teaching classical ballet. BTF has been giving classical ballet instruction to students at BTH's (grades 4-12) since 2002. It's most recent Contract (#9700096) expired on June 30, 2008. BTF offers the students an opportunity to study ballet at an high level, fosters meaningful connections through the arts and promotes academic achievement.

9/1/08 - 6/30/09

Total Contract Cost: \$290,538

2. Future Technology Associates (FTA)

**Service(s):** The Division of Financial Operations (DFO) wishes to extend contract #9602275 with Future Technology Associates (FTA) for 5 months, while a replacement contract is completed by way of a competitive Request for Proposals. FTA has provided consulting services and software to implement and support the integration of the FAMIS accounting system with FMS/3 since 2005. This 5 month agreement will allow FTA to continue to provide its consulting services to the DOE to support FAMIS, to reconcile the three accounting systems (FAMIS, FMS/2 and FMS/3), provide system enhancements and production support.

This extension is necessary to: a) continue work on Phase 2 Personal Services and citywide implementation of the FMs/3 project to minimize disruption towards the City's 12/31/09 go-live date for citywide deployment; b) to continue work on the Phase 2 Hourly School Based Support and Pedagogic Employees development and implementation of the citywide New York City Automated Personnel System (NYCAPS) projected to minimize disruption towards the City's 11/30/09 go live date; and c) complete in-process maintenance and web-based enhancements to the DOE's payroll, financial and vendor portals.

TERM: 11/14/08 - 4/13/09

Total Contract Cost: \$7,941,500

3. Northrop Grumman Corporation (Integic)

**Service(s):** The Division of Contracts and Purchasing is seeking an exception to open competitive procurement to enter into an agreement with Integic, a division of Northrop Grumman Corporation. Integic designed and built the Contract Processing System (CPS), primarily to "interface" with the City Comptroller's Omnibus Automated Image Storage and Information System (OASIS). Integic provides administrative support, maintenance, installation, issue resolution and server support for CPS.

TERM: 7/1/09 - 6/30/11

Total Contract Cost: \$308,901

n14

## BOARD OF EDUCATION RETIREMENT SYSTEM

### MEETING

The next regular meeting of the Board of Education Retirement System (BERS) of the City of New York Trustees will meet on Monday, November 17, 2008. This meeting will be held at the Tweed Courthouse, 52 Chambers Street, Room 105, New York, New York 10007.

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

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

n10-17

## EMPIRE STATE DEVELOPMENT CORPORATION

### NOTICE

#### NOTICE OF PUBLIC SCOPING AND INTENT TO PREPARE A DRAFT ENVIRONMENTAL IMPACT STATEMENT

##### Victoria Theater Redevelopment Project

Notice is hereby given pursuant to the New York State Environmental Quality Review Act (SEQRA), codified in Article 8 of the Environmental Conservation Law, and its implementing regulations (6 NYCRR Part 617), that the New York State Urban Development Corporation d/b/a Empire State Development Corporation (ESDC), on behalf of Harlem Community Development Corporation (HCDC), intends to prepare a Draft Environmental Impact Statement (DEIS) for the proposed Victoria Theater Redevelopment Project (the "Proposed Action") in New York County, New York.

The Proposed Action involves the redevelopment of the Loews Victoria Theater located at 237 West 125th Street in Harlem. The Proposed Action would consist of an approximately 360,000 gross square foot (gsf) mixed-use development. The Victoria Theater Redevelopment Project would include approximately 40,500 gsf of cultural arts space in its base, including, but not limited to, two small black-box theaters, one containing approximately 199 seats and the other containing approximately 99 seats, the National Jazz Museum in Harlem, and office space for the Apollo Theater Foundation; approximately 4,600 gsf jazz club/restaurant and approximately 17,500 gsf of retail space; a new 33-story tower (approximately 330 feet in height) which would contain an approximately 151,700 gsf hotel, including approximately 200 guest rooms, conference and event space, a ballroom, a health club and restaurant, and approximately 91,400 gsf of residential condominiums (approximately 100 units). The Proposed Action would also include one level of below grade parking and a loading dock.

The feasibility of development of local (off-site) affordable housing will also be evaluated as part of the Proposed Action; it is anticipated that the project would result in the creation of approximately 20 to 30 units of affordable housing at a location in Harlem yet to be determined.

The project site is located on the midblock of 125th Street between Frederick Douglas Boulevard (8th Avenue) and Adam Clayton Powell Jr. Boulevard (7th Avenue). The 20,000 square foot site is a through lot with 50 feet of frontage along West 125th Street and 150 feet of frontage along West 126th Street.

If the Proposed Action is approved, it is anticipated that ESDC, in consultation with the City, would override the New York City Zoning Resolution with respect to certain bulk (including height, setback, and floor area) regulations. In addition, it is anticipated that ESDC would adopt and approve a General Project Plan (GPP) to allow the Proposed Action to be developed.

ESDC has determined the Proposed Action to be a Type I action under the implementing regulations for SEQRA as follows: Part 617.4(b) (6) (v) states "the following actions are Type I if they are to be directly undertaken, funded or approved by an agency:

in a city, town or village having a population of more than 150,000 persons, a facility with more than 240,000 square feet of gross floor area; and

Part 617.4(b) (9): any Unlisted action (unless the action is designed for the preservation of the facility or site) occurring wholly or partially within, or substantially contiguous to, any historic building, structure, facility, site or district or prehistoric site that is listed on the National Register of Historic Places, or that has been proposed by the New York State Board on Historic Preservation for a recommendation to the State Historic Preservation Officer (SHPO) for nomination for inclusion in the National Register, or that is listed on the State Register of Historic Places (The National Register of Historic Places is established by 36 Code of Federal Regulation (CFR) Parts 60 and 63, 1994 (see section 617.17 of this Part)).

The SHPO has determined the Victoria Theater eligible for listing on the National Register of Historical Places and it is located adjacent to the National Register listed Apollo Theater.

A public scoping meeting has been scheduled to obtain comments on the draft scope of analysis for the DEIS. **The meeting will be held on December 15, 2008 from 5:00 P.M. to 8:00 P.M. at the Adam Clayton Powell Jr. State Office Building, 163 West 125th Street, 8th floor.** Copies of the draft scope of analysis may be obtained from ESDC's Web site, <http://www.empire.state.ny.us/default.asp>, or may be requested through the contact information provided below. Comments on the draft scope of analysis may be presented by members of the public or any interested party at the public scoping meeting or submitted in writing to: Soo Kang, Senior Planner, Empire State Development Corporation, 633 Third Avenue, New York, NY 10017. Written comments will be accepted until 5:00 P.M. on December 29, 2008. Any requests

for paper copies of the draft scope should be made to the contact named above.

For project related information or questions, please contact: Mari Arce, Vice President, Communications, ESDC at (212) 803-3687.

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## HOUSING PRESERVATION & DEVELOPMENT

### NOTICE

Contact Person: Patrick Blanchfield, AICP, New York City Department of Housing Preservation and Development

Address: 100 Gold Street, Rm 9V-3 City: New York  
State: New York Zip: 10038

Phone: (212) 863-5056 Fax: (212) 863-5052  
Email: [blanchfp@hpd.nyc.gov](mailto:blanchfp@hpd.nyc.gov)

SEQRA Classification: Type I

#### Public Scoping Meeting:

[Gowanus Green \(CEQR No. 09HPD024K\)](#)

The New York City Department of Housing Preservation and Development (HPD), as lead agency, has determined that the Gowanus Green proposal, CEQR No. 09HPD024K may have a significant adverse impact on the environment, and a Draft Environmental Impact Statement (DEIS) must be prepared. A public scoping meeting will be held on Tuesday, December 16, 2008, at 5:00 PM at Brooklyn Borough Hall, 2nd floor auditorium (the Court Room), located at 209 Joralemon Street, Brooklyn, NY 11201. Public comments are requested with respect to issues to be addressed in the Draft Environmental Impact Statement. Written comments will be accepted by the lead agency until Friday, January 23, 2009.

Copies of the Draft Scope of Work and the Environmental Assessment Statement (EAS) may be obtained from the New York City Department of Housing Preservation and Development – Office of Development, 100 Gold Street, Rm. 9V-3, New York, New York 10038, Patrick Blanchfield, Director (212) 863-5056; or from the Mayor's Office of Environmental Coordination, 253 Broadway, 14th Floor, New York, New York 10007, Robert Kulikowski, Director (212) 788-2937. The EAS and Draft Scope of Work are also available for download at <http://www.nyc.gov/hpd>.

The Proposed Action involves several discretionary actions, including zoning changes, city map amendments, special permits, a zoning certification, disposition of City-owned property and project approval and designation of the site as an Urban Development Action Area Project (UDAAP). In addition, funding may be sought from various federal, state, and local agencies. The Proposed Action would affect an approximately 5.8-acre site located on the Gowanus Canal in the Gowanus neighborhood, Brooklyn, Community District 6. The Project Site is located on Block 471, Lots 1 and 100 and is generally bounded by Smith Street to the west, 5th Street to the north, Huntington Street to the south and the Gowanus Canal to the east.

Under the Proposed Action, the zoning of the Project Site would be changed from an existing M3-1 zoning district to R7-2 and R7-2/C2-4 zoning districts. The City Map changes would result in the eastward extension of Luquer Street (beyond Smith Street) and a new street would be established between the extended Luquer Street and the existing 5th Street. In addition, approximately two acres of new, waterfront parkland would be established along the western edge of the Gowanus Canal. The Proposed Project has a build year of 2017 and includes a total of nine buildings containing 774 dwelling units, 40,352 square feet of neighborhood retail space, 18,818 square feet of community facility space and a 225-space public parking garage which would be accessed from 5th Street. The proposed buildings would range in height from three to twelve stories. The Project Site is contaminated as a result of a former onsite manufactured gas plant and is currently occupied by industrial uses.

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## LANDMARKS PRESERVATION COMMISSION

### PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN THAT pursuant to the provisions of Title 25, chapter 3 of the Administrative Code of the City of New York (Sections 25-307, 25-308, 25-309, 25-313, 25-318, 25-320) (formerly Chapter 8-A, Sections 207-6.0, 207-7.0, 207-12.0, 207-17.0, and 207-19.0), on Tuesday, **November 25 2008**, at 9:30 A.M. in the morning of that day, a public hearing will be held in the Conference Room at 1 Centre Street, 9th Floor, Borough of Manhattan with respect to the following properties and then followed by a public meeting. Any person requiring reasonable accommodation in order to participate in the hearing or attend the meeting should call or write the Landmarks Commission no later than five (5) business days before the hearing or meeting.

#### CERTIFICATE OF APPROPRIATENESS

BOROUGH OF THE BRONX 08-3595 - Block 5809, lot 530-311 West 245th Street - Fieldston Historic District Craftsman style free standing house designed by Mann & MacNeille and built in 1913-1914. Application is to install a dormer window. Zoned R1-2.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF STATEN ISLAND 08-2102 - Block 15, lot 141-112 Carroll Place - St. George / New Brighton Historic District  
A neo-Colonial style garage and chauffeur's quarters designed by T. Hutchison and built in 1924. Application is to construct an addition. Zoned R3A.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 09-3865 - Block 1964, lot 60-56 Cambridge Place - Clinton Hill Historic District  
A house built c.1863 and altered in the neo-Tudor and Queen Anne styles by Mercein Thomas c. 1887-93. Application is to legalize the installation of a mailbox and light post without Landmarks Preservation Commission permits.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 09-4584 - Block 32, lot 4-37-45 Bridge Street - DUMBO Historic District  
A Daylight Factory style building designed by S.A. Moore and built in 1915; and a neo-Classical style factory designed by Arthur G. Stone and built in 1911. Application is to construct a rooftop addition and bulkheads, modify skylights, replace windows, alter the ground floor, and replace storefront infill. Zoned M3-1.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 09-3663 - Block 326, lot 24-15 Tompkins Place - Cobble Hill Historic District  
A Greek Revival style rowhouse built in the 1840s. Application is to construct a rear yard addition. Zoned R6.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 09-1782 - Block 325, lot 1-239-245 Degraw Street - Cobble Hill Historic District  
A neo-Grec style store and residence built circa 1880. Application is to replace storefront infill and windows.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 09-0371 - Block 951, lot 7501-66 7th Avenue - Park Slope Historic District  
A late Romanesque Revival style apartment building designed by Thomas Stent and built in 1859. Application is to construct a rooftop addition. Zoning C1-3 in R6-A.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF BROOKLYN 09-4752 - Block 1068, lot 5-109 8th Avenue - Park Slope Historic District  
A Queen Anne style house with Romanesque Revival style elements designed by J.C. Glover and built in 1887. Application is to construct a rear addition. Zoned R-7B.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 08-0594 - Block 7, lot 29-24-26 Water Street - Fraunces Tavern Block Historic District  
A commercial building built in 1828 and altered in the neo-Federal style in 1920. Application is to demolish stoops and install a barrier-free access ramp. Zoned C5-5/LM.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 09-4521 - Block 97, lot 26-229 Front Street - South Street Seaport Historic District  
A Greek Revival style commercial building built in 1838-39. Application is to install signage.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 07-6125 - Block 151, lot 27-8 Thomas Street - David S. Brown Store-Individual Landmark  
A Victorian Gothic style commercial building designed by Jarvis Morgan Slade and built in 1875-76. Application is to legalize the installation of rooftop air conditioning units and raising of the parapet without Landmarks Preservation Commission permits.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 08-6214 - Block 218, lot 14-414 Washington Street, aka 78-84 Laight Street - Tribeca North Historic District  
A new building under construction in 2008. Application is to legalize the construction of a building in non-compliance with Certificate of Appropriateness 07-0958 (LPC 06-8594) issued on August 3, 2006, and Miscellaneous Amendment 08-0955 (LPC 07-8378) issued July 24, 2007. Zoned M1-5.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 08-8333 - Block 218, lot 6-415-423 Washington Street, aka 51-55 Vestry Street - Tribeca North Historic District  
A new building under construction in 2008. Application is to legalize the construction of a building in non-compliance with Certificate of Appropriateness 07-1441 (LPC 06-8595) issued on August 23, 2006. Zoned M1-5.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 09-1277 - Block 196, lot 7-412 Broadway - Tribeca East Historic District  
A neo-Renaissance style store and loft building designed by Frederick P. Platt and built in 1910. Application is to replace the windows.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 08-5142 - Block 174, lot 23-81 Franklin Street - Tribeca East Historic District  
An Italianate style store and loft building built in 1860-62. Application is to install storefront infill, construct rooftop and rear additions, and install new lot line windows. Zoned C6-2A.

## MODIFICATION OF USE AND BULK

BOROUGH OF MANHATTAN 09-3697 - Block 475, lot 17-53 Wooster Street - SoHo-Cast Iron Historic District  
A dwelling built c.1825 and altered in 1870. Application is to request that the Landmarks Preservation Commission issue a report to the City Planning Commission relating to an application for Modification of Use pursuant to Section 74-711 of the Zoning Resolution. Zoned M1-5B.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 09-2948 - Block 520, lot 85-5 King Street - Charlton-King-Vandam Historic District

An Anglo-Italianate style apartment building built in 1846. Application is to alter the facade, install a new storefront, and install a barrier-free access ramp. Zoned R7-2, C-15.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 09-4085 - Block 544, lot 20-439 Lafayette Street - NoHo Historic District  
A Renaissance Revival style warehouse building designed by D & J Jardine and built in 1889-90. Application is to install a rooftop fence and trellis.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 09-4103 - Block 712, lot 21-413-415 West 14th Street - Gansevoort Market Historic District  
An Arts and Crafts style market building designed by James S. Maher and built in 1914, and altered by William P. Seaver in 1922. Application is to install storefront infill and signage.

## CERTIFICATE OF APPROPRIATENESS

BOROUGH OF MANHATTAN 09-1429 - Block 1296, lot 1002-110 East 42nd Street - Bowery Savings Bank Building-Individual & Interior Landmark  
An Academic Italian Romanesque style bank and office building designed by York & Sawyer and W. Louis Ayres and built in 1921-23, with an addition built in 1931-33. Application is to alter the entrances.

## MODIFICATION OF USE AND BULK

BOROUGH OF MANHATTAN 09-1554 - Block 1296, lot 1002-110 East 42nd Street - Bowery Savings Bank Building-Individual & Interior Landmark  
An Academic Italian Romanesque style bank and office building designed by York & Sawyer and W. Louis Ayres and built in 1921-23 with an addition dating from 1931-33. Application is to request that the Landmarks Preservation Commission issue a report to the City Planning Commission pursuant to Sections 74-79 and 81-635 of the Zoning Resolution to permit the transfer of development rights.

## BINDING REPORT

BOROUGH OF MANHATTAN 09-4598 - Block 1142, lot 7502-Broadway and West 70th Street - Upper West Side/Central Park West Historic District  
The northeast corner of Broadway and West 70th Street. Application is to install a metal and glass newsstand.

n12-25

## LOFT BOARD

## PUBLIC MEETING

NOTICE IS HEREBY GIVEN PURSUANT TO ARTICLE 7 OF THE PUBLIC OFFICERS LAW that the New York City Loft Board will have its monthly Board meeting on Thursday, November 20, 2008. The meeting will be held at 2:00 P.M. at Spector Hall, 22 Reade Street, 1st Floor. The proposed agenda will include cases and general business.

The general public is invited to attend and observe the proceedings.

n13-17

## TRANSPORTATION

## PUBLIC HEARINGS

NOTICE IS HEREBY GIVEN, pursuant to law, that the following proposed revocable consents, have been scheduled for a public hearing by the New York City Department of Transportation. The hearing will be held at 40 Worth Street, Room 814 commencing at 2:00 P.M. on Wednesday, November 19, 2008. Interested Parties can obtain copies of proposed agreements or request sign-language interpreters (with at least seven days prior notice) at 40 Worth Street, 9th Floor South, New York, NY 10013, or by calling (212) 442-8040.

#1 In the matter of a proposed revocable consent authorizing The New School to construct, maintain and use sidewalk lights, together with electrical conduits in the west sidewalk of Fifth Avenue, south of West 13th Street, and in the south sidewalk of West 13th Street, west of Fifth Avenue, in the Borough of Manhattan. The proposed revocable consent is for a term of ten years from the Date of Approval by the Mayor to June 30, 2019 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

From the date of the approval to June 30, 2009 - \$ 918/annum  
For the period July 1, 2009 to June 30, 2010 - \$ 946  
For the period July 1, 2010 to June 30, 2011 - \$ 974  
For the period July 1, 2011 to June 30, 2012 - \$1,002  
For the period July 1, 2012 to June 30, 2013 - \$1,030  
For the period July 1, 2013 to June 30, 2014 - \$1,058  
For the period July 1, 2014 to June 30, 2015 - \$1,086  
For the period July 1, 2015 to June 30, 2016 - \$1,114  
For the period July 1, 2016 to June 30, 2017 - \$1,142  
For the period July 1, 2017 to June 30, 2018 - \$1,170  
For the period July 1, 2018 to June 30, 2019 - \$1,198

the maintenance of a security deposit in the sum of \$4,000, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

#2 In the matter of a proposed revocable consent authorizing New York University to construct, maintain and use a conduit, together with a manhole, under and across Fifth Avenue, north of Washington Square North, and under, along and across Washington Square North, west of Fifth Avenue, in the Borough of Manhattan. The proposed revocable consent is for a term of ten years from the Date of Approval by the Mayor to June 30, 2019 and provides, among other terms and

conditions, for compensation payable to the City according to the following schedule:

From the date of the approval to June 30, 2009 - \$10,615/annum  
For the period July 1, 2009 to June 30, 2010 - \$10,933  
For the period July 1, 2010 to June 30, 2011 - \$11,251  
For the period July 1, 2011 to June 30, 2012 - \$11,569  
For the period July 1, 2012 to June 30, 2013 - \$11,887  
For the period July 1, 2013 to June 30, 2014 - \$12,205  
For the period July 1, 2014 to June 30, 2015 - \$12,523  
For the period July 1, 2015 to June 30, 2016 - \$12,841  
For the period July 1, 2016 to June 30, 2017 - \$13,159  
For the period July 1, 2017 to June 30, 2018 - \$13,477  
For the period July 1, 2018 to June 30, 2019 - \$13,795

the maintenance of a security deposit in the sum of \$13,800, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

#3 In the matter of a proposed revocable consent authorizing Fortune L.P. c/o The Fortune Society to construct, maintain and use sunshade devices above the north sidewalk of West 140th Street, between Riverside Drive and Broadway, in the Borough of Manhattan. The proposed revocable consent is for a term of ten years from the Date of Approval by the Mayor to June 30, 2019 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

From the date of the approval to June 30, 2009 - \$5,898/annum  
For the period July 1, 2009 to June 30, 2010 - \$6,078  
For the period July 1, 2010 to June 30, 2011 - \$6,258  
For the period July 1, 2011 to June 30, 2012 - \$6,438  
For the period July 1, 2012 to June 30, 2013 - \$6,618  
For the period July 1, 2013 to June 30, 2014 - \$6,798  
For the period July 1, 2014 to June 30, 2015 - \$6,978  
For the period July 1, 2015 to June 30, 2016 - \$7,158  
For the period July 1, 2016 to June 30, 2017 - \$7,338  
For the period July 1, 2017 to June 30, 2018 - \$7,518  
For the period July 1, 2018 to June 30, 2019 - \$7,698

the maintenance of a security deposit in the sum of \$7,700, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

#4 In the matter of a proposed revocable consent authorizing Upper East Lease Associates, LLC to maintain and use an existing entrance detail on the north sidewalk of East 96th Street, east of Third Avenue, in the Borough of Manhattan. The proposed revocable consent is for a term of ten years from the Date of Approval by the Mayor to June 30, 2019 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

From the date of the approval to June 30, 2009 - \$3,433/annum  
For the period July 1, 2009 to June 30, 2010 - \$3,536  
For the period July 1, 2010 to June 30, 2011 - \$3,639  
For the period July 1, 2011 to June 30, 2012 - \$3,742  
For the period July 1, 2012 to June 30, 2013 - \$3,845  
For the period July 1, 2013 to June 30, 2014 - \$3,948  
For the period July 1, 2014 to June 30, 2015 - \$4,051  
For the period July 1, 2015 to June 30, 2016 - \$4,154  
For the period July 1, 2016 to June 30, 2017 - \$4,257  
For the period July 1, 2017 to June 30, 2018 - \$4,360  
For the period July 1, 2018 to June 30, 2019 - \$4,463

the maintenance of a security deposit in the sum of \$4,500, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

#5 In the matter of a proposed revocable consent authorizing 866 U.N. Plaza Associates LLC to maintain and use pipes under and across Franklin D. Roosevelt Drive and General Douglas MacArthur Plaza, between East 48th and East 49th Streets, in the Borough of Manhattan. The proposed revocable consent is for a term beginning July 1, 2005 to June 30, 2018 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

For the period July 1, 2005 to June 30, 2006 - \$21,783  
For the period July 1, 2006 to June 30, 2007 - \$22,393  
For the period July 1, 2007 to June 30, 2008 - \$23,031  
For the period July 1, 2008 to June 30, 2009 - \$23,722  
For the period July 1, 2009 to June 30, 2010 - \$24,413  
For the period July 1, 2010 to June 30, 2011 - \$25,104  
For the period July 1, 2011 to June 30, 2012 - \$25,795  
For the period July 1, 2012 to June 30, 2013 - \$26,486  
For the period July 1, 2013 to June 30, 2014 - \$27,177  
For the period July 1, 2014 to June 30, 2015 - \$27,868  
For the period July 1, 2015 to June 30, 2016 - \$28,559  
For the period July 1, 2016 to June 30, 2017 - \$29,250  
For the period July 1, 2017 to June 30, 2018 - \$29,941

the maintenance of a security deposit in the sum of \$30,000, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

#6 In the matter of a proposed revocable consent authorizing 380A 12th Street LLC to maintain and use a fenced-in area, together with steps and wheelchair lift on the south sidewalk of 12th Street, between Sixth and Seventh Avenues, in the Borough of Brooklyn. The proposed revocable consent is for a term of ten years from the Date of Approval by the Mayor to June 30, 2019 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

For the period from approval date to June 30, 2016 - \$125/per annum

the maintenance of a security deposit in the sum of \$1,000, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

**#7** In the matter of a proposed revocable consent authorizing Rodney Gray and Jeanne Pearson-Grey to maintain and use a fenced-in area on the east sidewalk of St. Nicholas Avenue north of 145th Street, in the Borough of Manhattan. The proposed revocable consent is for a term of ten years from July 1, 2008 to June 30, 2018 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

For the period from July 1, 2008 to June 30, 2018 - \$25/per annum

the maintenance of a security deposit in the sum of \$2,000, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

**#8** In the matter of a proposed revocable consent authorizing Haydee Montero to maintain and use a fenced-in area on the east sidewalk of 42nd Street, southwesterly of Newtown Road, in the Borough of Queens. The proposed revocable consent is for a term of ten years from July 1, 2008 to June 30, 2018 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

For the period from July 1, 2008 to June 30, 2018 - \$100/per annum

the maintenance of a security deposit in the sum of \$1,000, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

**#9** In the matter of a proposed revocable consent authorizing 14th Street Associates LP to maintain and use a building projection and two lampposts, together with electrical conduits over, on and in south sidewalk of East 14th Street (Union Square South), between Broadway and Fourth Avenue, in the Borough of Manhattan. The proposed revocable consent is for a term of ten years from July 1, 2008 to June 30, 2018 and provides, among other terms and conditions, for compensation payable to the City according to the following schedule:

For the period July 1, 2008 to June 30, 2009 - \$28,660  
For the period July 1, 2009 to June 30, 2010 - \$29,486  
For the period July 1, 2010 to June 30, 2011 - \$30,312  
For the period July 1, 2011 to June 30, 2012 - \$31,138  
For the period July 1, 2012 to June 30, 2013 - \$31,964  
For the period July 1, 2013 to June 30, 2014 - \$32,790  
For the period July 1, 2014 to June 30, 2015 - \$33,616  
For the period July 1, 2015 to June 30, 2016 - \$34,442  
For the period July 1, 2016 to June 30, 2017 - \$35,268  
For the period July 1, 2017 to June 30, 2018 - \$36,094

the maintenance of a security deposit in the sum of \$50,000, and the filing of an insurance policy in the minimum amount of \$250,000/\$1,000,000 for bodily injury and property damage for each occurrence in the aggregate amount of \$100,000.

o30-n19

## PROPERTY DISPOSITION

### CITYWIDE ADMINISTRATIVE SERVICES

#### DIVISION OF MUNICIPAL SUPPLY SERVICES

##### ■ AUCTION

#### PUBLIC AUCTION SALE NUMBER 09001 - J & K

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, November 12, 2008 (SALE NUMBER 09001-J). 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: The auction scheduled for Wednesday, November 26, 2008 (SALE NUMBER 09001-K) has been cancelled.

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.

o29-n26

##### ■ SALE BY SEALED BID

#### SALE OF: 5 LOTS OF MISCELLANEOUS MARINE, AUTOMOTIVE, MATERIAL HANDLING EQUIPMENT, TOOLS, PARTS AND ASSORTED ITEMS, USED.

S.P.#: 09006

DUE: November 20, 2008

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.  
DCAS, Division of Municipal Supply Services, 18th Floor, Bid Room, Municipal Building, New York, NY 10007.  
For sales proposal contact Gladys Genoves-McCauley (718) 417-2156 for information.

n6-20

#### SALE OF: 13 LOTS OF MISCELLANEOUS TRUCK/EQUIPMENT PARTS, UNUSED.

S.P.#: 09007

DUE: November 18, 2008

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.  
DCAS, Division of Municipal Supply Services, 18th Floor Bid Room, Municipal Building, New York, NY 10007.  
For sales proposal contact Gladys Genoves-McCauley (718) 417-2156 for information.

n3-18

## 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

##### ■ AUCTION

#### PUBLIC AUCTION SALE NUMBER 1145

NOTICE IS HEREBY GIVEN of a ONE (1) day public auction of unclaimed salvage vehicles, motorcycles, automobiles, trucks, and vans. Inspection day is November 17, 2008 from 10:00 A.M. - 2:00 P.M.

Salvage vehicles, motorcycles, automobiles, trucks and vans will be auctioned on November 18, 2008 at approximately 9:30 A.M.

Auction will be held at the Erie Basin Auto Pound, 700 Columbia Street (in Redhook area of B'klyn., 2 blocks from Halleck St.)

For information concerning the inspection and sale of these items, call the Property Clerk Division's Auction Unit information line (646) 610-4614.

n7-18

## 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

##### ■ SOLICITATIONS

##### Goods

**FILM, STRETCH WRAP FOR PALLETIZING** – Competitive Sealed Bids – PIN# 8570900426 – DUE 12-02-08 AT 10:30 A.M.

● **VACUUM, CLEANER, BAGLESS, UPRIGHT, COMMERCIAL** – Competitive Sealed Bids – PIN# 8570900066 – DUE 12-01-08 AT 10:30 A.M.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.  
Department of Citywide Administrative Services, Office of Vendor Relations, 1 Centre Street, Room 1800, New York, NY 10007. Jeanette Megna (212) 669-8610.

n14

##### ■ AWARDS

##### Goods

**READY TO EAT MEALS, KOSHER AND NON-KOSHER** – Competitive Sealed Bids – PIN# 857800974 – AMT: \$1,188,000.00 – TO: The Healthway Group, LLC, 520 James Street, Suite 1C, Lakewood, NJ 08701.  
● **READY TO EAT MEALS, KOSHER AND NON-KOSHER** – Competitive Sealed Bids – PIN# 857800974 – AMT: \$1,319,500.00 – TO: Alle Processing Corporation, 59th Street, Maspeth, NY 11378.

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**IBM SYSTEM Z9 BUSINESS CLASS-NYPD** – Intergovernmental Purchase – PIN# 8570900273 – AMT: \$438,242.00 – TO: IBM Corp., 590 Madison Avenue, 16th Fl., New York, NY 10022. NYS Contract #PT63994.  
● **VEHICLES, LEASE-NYPD** – Intergovernmental Purchase – PIN# 8570900326 – AMT: \$270,500.00 – TO: ACME Auto Leasing LLC, 440 Washington Avenue, North Haven, CT 06473. NYS Contract #PC63494.  
● **VEHICLES, LEASE-NYPD** – Intergovernmental Purchase – PIN# 8570900326 – AMT: \$187,552.00 – TO: Albany Dodge Leasing Corp., 770 Central Avenue, Albany, NY 12206. NYS Contract #PC63496.  
● **VEHICLES, LEASE-NYPD** – Intergovernmental Purchase – PIN# 8570900379 – AMT: \$171,534.00 – TO: ARI Fleet LT, 9000 Midlantic Dr., Mt. Laurel, NJ 08054. NYS Contract #PC61389.  
● **HP PURCHASE OF BLADE SERVERS-DHS** – Intergovernmental Purchase – PIN# 8570900287 – AMT: \$344,667.91 – TO: Hewlett Packard, 10810 Farnam Drive, Omaha, NE 68154. NYS Contract #PT55722.

Suppliers wishing to be considered for a contract with the Office of General Services of New York State are advised to contact the Procurement Services Group, Corning Tower Room 3711, Empire State Plaza, Albany, NY 12242 or by phone: 518-474-6717.

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**FUJITSU SCANNER 6000NS** – Intergovernmental Purchase – PIN# 857099271 – AMT: \$550,800.00 – TO: Document Conversion Associates, Inc., 1225 Route 31 South, Bldg. C, Lebanon, NJ 08833. GSA Contract #GS-35F-0357K.

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

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##### ■ 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

## 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

**DIETARY BAGS** – Competitive Sealed Bids – PIN# 1551090005 – DUE 12-12-08 AT 2:00 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.  
Sea View Hospital Rehabilitation Center and Home 460 Brielle Avenue, Staten Island, NY 10314. Copy of the bid can be obtained by faxing a request to (718) 317-3666.

☛ n14

**VARIOUS CARPENTRY SUPPLIES** – 1 CSB – BID# QHC 2009 1053 EHC – DUE 12-03-08 AT 10:00 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.  
Queens Health Network, Procurement Services and Contracts, 82-68 164th Street, "S" Building, 2nd Floor, Jamaica, NY 11432. Evelyn Negron (718) 883-6000.

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### Goods & Services

**OPHTHALMIC ULTRASOUND SCANNER WITH ACCESSORIES** – Competitive Sealed Bids – PIN# 22209041B – DUE 12-02-08 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, 2A2, Bronx, NY 10451. David Pacheco, Procurement Analyst II, (718) 579-5989.

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**FURNISH BASEMENT CRASHRAIL** – Competitive Sealed Bids – PIN# 000041209022 – DUE 12-14-08 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.  
Coker/Goldwater Memorial Hospital, 1 Main Street, Roosevelt Island, New York, NY 10044. Bid package, please contact: Starr Kollere at (212) 318-4260 or fax request to (212) 318-4253.

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### Construction/Construction Services

**MECHANICAL WORK: 624K TO 763K** – CSB – PIN# 11200902 – DUE 12-08-08 AT 1:30 P.M. – Bellevue Hospital Center, Emergency Department, AHU-1 and AHU-2 CHW Coil Upgrade, New York, New York. Bid document fee \$30.00 per set (check or money order), non-refundable.

Pre-bid meeting/site tour is scheduled for Tuesday, December 2, 2008 at 10:00 A.M. at Bellevue Hospital Center, 1st Avenue and 27th Street, C&D Building, 3rd Floor, Facilities Dept. Conference Room.

Technical questions must be submitted in writing, by mail, or fax no later than close of business day on Thursday, December 4, 2008 to Emmanuel O. Obadina, fax (212) 442-3680.

Requires trade licenses (where applicable). Under Article 15A of the State of New York, the following M/WBE goals apply to this contract MBE 22% and WBE 8%. These goals apply to any bid submitted of \$100,000 or more. Bidders not complying with these terms may have their bids declared non-responsive.

Use the following address unless otherwise specified in notice, to secure, examine or submit bid/proposal documents, vendor pre-qualification and other forms; specifications/blueprints; other information; and for opening and reading of bids at date and time specified above.  
Health and Hospitals Corporation, 346 Broadway 12th Floor West, New York, N.Y. 10013.

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## PURCHASING

### SOLICITATIONS

### Goods

**RENTAL OF TENT AND ACCESSORIES FOR CONEY ISLAND HOSPITAL YEAR END RECOGNITION** – 1 CSB – PIN# 331-09-026 – DUE 12-02-08 AT 11:00 A.M.  
● **COMPREHENSIVE POWER MANAGEMENT AND MONITORING OF CRITICAL 24 X 7 AREAS** – 1 CSB – PIN# 331-09-027 – DUE 12-03-08 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.  
Coney Island Hospital, 2601 Ocean Parkway, Room 1N45 Brooklyn, NY 11235.

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## HEALTH AND MENTAL HYGIENE

### INTENT TO AWARD

### Services (Other Than Human Services)

**ELECTRONIC DEATH REGISTRATION SYSTEM** – Negotiated Acquisition – Available only from a single source - PIN# 09VR031200R0X00 – DUE 11-20-08 AT 3:00 P.M. – This is an extension of an original OGS bid under technology contract S960275E that will provide maintenance of the Electronic Death Registration System (EDRS).

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, 125 Worth Street, Room 123. Joann Chimes (212) 788-5378, jchimes@health.nyc.gov ACCO, 93 Worth Street, Room 812, NY, NY 10013.

n13-19

## AGENCY CHIEF CONTRACTING OFFICER

### SOLICITATIONS

### Human/Client Service

## NEW YORK/NY III SUPPORTED HOUSING CONGREGATE

– Competitive Sealed Proposals – Judgment required in evaluating proposals - PIN# 81608PO076300R0X00 – 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-nynyncongregate-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.

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, hbeauport@health.nyc.gov

o15-f12

### AWARDS

### Human/Client Service

**REPRODUCTIVE HEALTH TRAINING** – BP/City Council Discretionary – PIN# 08MS179301R0X00 – AMT: \$350,000.00 – TO: New York Presbyterian Hospital, 622 West 168th Street, New York, NY 10032.

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## HOMELESS SERVICES

### SOLICITATIONS

### Goods & Services

**ON-CALL M AND R WINDOW AIR CONDITIONERS** – Competitive Sealed Bids – PIN# 07109S021313 – DUE 12-16-08 AT 11:00 A.M. – On-call maintenance and repair, supply and installation of window air conditioners, Citywide. Period of Performance: Thirty-six (36) months from date of notice to commence work with an option to renew for twenty-four (24) months.

Mandatory pre-bid conference and site visit Tuesday, December 2, 2008 at 10:30 A.M. to be held at the Central Warehouse located at 10107 Farragut Rd., Brooklyn, NY 11236. For more information on how to get there, this is the phone number to the Warehouse: (718) 688-8539. Vendor Source ID#: 56403.

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 New York, NY 10004. Barry Gabriel (212) 361-8438, bgabriel@dhs.nyc.gov

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## 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 Schulma (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](http://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

**CORRECTION: REPLACEMENT OF ROOF WATER TANK AT ADAMS HOUSES** – Competitive Sealed Bids – PIN# PL8014617 – DUE 12-02-08 AT 10:00 A.M. – CORRECTION: 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, New York, NY 10007. Gloria Guillo (212) 306-3121, gloria.guillo@nycha.nyc.gov

n10-17

## HOUSING PRESERVATION & DEVELOPMENT

### AWARDS

### Services (Other Than Human Services)

**SNOW REMOVAL AND SALT SERVICES** – Small Purchase – PIN# 806091000427 – AMT: \$100,000.00 – TO: Fleetwash Inc., 273 Passaic Avenue, Fairfield, NJ 07004.

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## DIVISION OF MAINTENANCE

### SOLICITATIONS

### Construction/Construction Services

**NON-EMERGENCY EXTENSIVE BUILDING DEMOLITION AT HUDSON YARDS, MANHATTAN-HUDSON YARDS "C" - 524-526 WEST 34TH STREET AND 528-556 WEST 34TH STREET** – Competitive Sealed Bids – PIN# 806099701960 – DUE 12-12-08 AT 11:00 A.M. – Bid documents will be available commencing 9:00 A.M., Friday, November 14, 2008. A non-refundable document cost of \$25.00 per bid package shall be payable at time of bid pick-up. Acceptable forms of payment are money order or certified bank check, only. Bid pick-up hours are Monday through Friday, excluding City holidays, between the hours of 9:00 A.M. to Noon and 2:00 P.M. to 4:00 P.M.

A mandatory site visit for Hudson Yards "C" will be held on Wednesday, November 19, 2008 at 10:00 A.M. at 528-556 West 34th Street (34th Street side).

A mandatory pre-bid conference will be held on Friday, November 21, 2008 at 11:00 A.M. at HPD, 100 Gold Street, 6M, 6th Floor, New York, NY 10038.

People with disabilities requiring special accommodations to pick up solicitation documents are advised to call Diane Faulkner at (212) 863-7078/7223, so that the necessary arrangements can be made.

The contracts resulting from this solicitation will be subject to Local Law 129 of 2005, the Minority-Owned and Women-Owned Business Enterprise (M/WBE) Program and all other provisions as may be required by Federal, State and Local Statutes, Rules and Regulations.

Only bidders who attend the mandatory site visit(s) and the mandatory pre-bid conference will be eligible for contract award.

These contracts are subject to Apprenticeship Program Requirements as described in the solicitation materials.

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.  
HPD, DOM, 100 Gold Street, 6th Floor, Room 6M, New York, NY 10038. Brian C. Saunders, (212) 863-7723, contracts@hpd.nyc.gov

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## PARKS AND RECREATION

### CAPITAL PROJECTS DIVISION

### AWARDS

### Construction Related Services

**LANDSCAPE ARCHITECTURE DESIGN SERVICES** – Request for Proposals – PIN# 8462005C000D05 – AMT: \$4,000,000.00 – TO: Nancy Owens Studio, LLC, 110 Franklin Street, New York, NY 10013.  
● **LANDSCAPE ARCHITECTURE DESIGN SERVICES** – Request for Proposals – PIN# 8462005C000D07 – AMT: \$4,000,000.00 – TO: Abel Bainnson Butz, LLP, 80 Eighth Avenue, Suite 1105, New York, NY 10011.  
● **LANDSCAPE ARCHITECTURE DESIGN SERVICES** – Request for Proposals – PIN# 8462005C000D08 – AMT: \$4,000,000.00 – TO: Mark K. Morrison Associates Ltd., 242 West 30th Street, Suite 403, New York, NY 10001.

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## CONTRACT ADMINISTRATION

### SOLICITATIONS

### Construction/Construction Services

**RECONSTRUCTION OF WILLOW LAKE BRIDGE** – Competitive Sealed Bids – PIN# 8462009Q099C01 – DUE 12-16-08 AT 10:30 A.M. – Located at the South End of Willow Lake in Flushing Meadow-Corona Park, Queens, known as Contract #Q099-607M. Vendor Source ID#: 56489.

● **CONSTRUCTION OF A DOG RUN** – Competitive Sealed Bids – PIN# 8462009Q010C01 – DUE 12-16-08 AT 10:30 A.M. - Located between Utopia Parkway and the Throgs Neck Bridge in Clearview Beach, Queens, known as Contract #Q010-107M. Vendor Source ID#: 56490.

These procurements are subject to participation goals for MBEs and/or WBEs as required by Local Law 129 of 2005.

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.*

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## REVENUE AND CONCESSIONS

### ■ SOLICITATIONS

*Services (Other Than Human Services)*

**RENOVATION, OPERATION, AND MAINTENANCE OF PARKING FACILITIES** – Competitive Sealed Bids – PIN# B369-PL – DUE 01-07-09 AT 3:00 P.M. – At KeySpan Park in Steeplechase Park, Coney Island, Brooklyn. Parks will hold a recommended bidder meeting on Wednesday, December 3, 2008 at 11:00 A.M. at the parking lot entrance to the Stadium on Surf Avenue between West 19th and West 20th Streets in Brooklyn. 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. Joel Metlen (212) 360-1397, joel.metlen@parks.nyc.gov*

n12-25

## POLICE

### EQUIPMENT SECTION

#### ■ SOLICITATIONS

*Goods*

**NYPD EQUIPMENT BELTS** – Competitive Sealed Bids – PIN# 05608ES000016 – DUE 11-26-08 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.  
*Police Department, One Police Plaza, Room #110B, New York, NY 10038. Sgt. George Molloy (646) 610-5940. 51 Chambers Street, Rm. 310, New York, NY 10007.*

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## SCHOOL CONSTRUCTION AUTHORITY

### CONTRACT ADMINISTRATION

#### ■ SOLICITATIONS

*Construction / Construction Services*

**SCIENCE LAB UPGRADE** – Competitive Sealed Bids – PIN# SCA09-004352-2 – DUE 11-28-08 AT 11:00 A.M. – PS/MS 18 and PS 528 (Manhattan). Project Range: \$1,450,000.00 to \$1,530,000.00. 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) 752-5288.*

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### ELECTRICAL SYSTEM AND DOMESTIC PIPING –

Competitive Sealed Bids – PIN# SCA09-11245D-2 – DUE 12-01-08 AT 11:30 A.M. – Newtown HS (Queens). Project Range: \$2,290,000.00 to \$2,420,000.00. 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) 752-5843.*

n12-18

**EXTERIOR MASONRY** – Competitive Sealed Bids – PIN# SCA09-11840D-1 – DUE 11-25-08 AT 11:00 A.M. – P.S. 31 (Queens). Project Range: \$1,280,000.00 to \$1,352,000.00. 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) 752-5842.*

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## TRIBOROUGH BRIDGE & TUNNEL AUTHORITY

### ■ SOLICITATIONS

*Construction / Construction Services*

**AUTHORITY WIDE ROADWAY REPAIRS** – Competitive Sealed Bids – PIN# GFM48000000 – DUE 12-09-08 AT 3:00 P.M. – Estimated range is \$5M - \$15M. A pre-bid conference is scheduled for 11/19/08 at 10:30 A.M. Reservations must be made with Ronald Stewart at (646) 252-7081 no later than noon the preceding day. All vendors interested in purchasing these documents must follow instruction for CCR and FedBizOpps at [www.mta.info/bandt/procure/preactcon.htm](http://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.*

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## YOUTH AND COMMUNITY DEVELOPMENT

### ■ INTENT TO AWARD

*Human / Client Service*

**FAMILY LITERACY SERVICES CONCEPT PAPER** – Request for Proposals – PIN# TO BE DETERMINED – DUE 12-22-08 AT 5:00 P.M. – The Family Literacy Services Concept Paper will be released November 20, 2008; To sustain and further develop an ongoing initiative, the Department of Youth and Community Development (DYCD) intends to seek qualified organizations to provide literacy services to New York City families with young children. The Family Literacy Program will address the educational and individual needs of parents and their school-aged children through a coordinated set of four components: adult literacy, children's education, parent and child together (PACT) time (parent/child interactions centered on literacy), and parent resource time (parent knowledge of child development and parenting strategies).

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 Youth and Community Development 156 William Street, NYC 10038. Daniel Symon (212) 513-1820, RFPquestions@dycd.nyc.gov*

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## AGENCY PUBLIC HEARINGS ON CONTRACT AWARDS

**“These Hearings may be cablecast on NYC TV Channel 74 on Sundays, from 5:00 p.m. to 7:00 p.m. For more information, visit: [www.nyc.gov/tv](http://www.nyc.gov/tv)” NOTE: Individuals requesting Sign Language Interpreters should contact the Mayor’s Office of Contract Services, Public Hearings Unit, 253 Broadway, 9th Floor, New York, N.Y. 10007, (212) 788-7490, no later than SEVEN (7) BUSINESS DAYS PRIOR TO THE PUBLIC HEARING. TDD users should call Verizon relay services.**

## CRIMINAL JUSTICE COORDINATOR

### ■ PUBLIC HEARINGS

**NOTICE IS HEREBY GIVEN** that a Contract Public Hearing will be held on Thursday, November 20, 2008, in Spector Hall, 22 Reade Street, Main Floor, Borough of Manhattan, commencing at 10:00 A.M. on the following:

**IN THE MATTER** of a proposed contract between the Criminal Justice Coordinator’s Office and the New York State Office of Children and Family Services, 52 Washington Street, Room 145 North, Rensselaer, NY 12144, for the development and operation of the Safe Haven for Adolescent Recovery and Engagement (SHARE), a specialized residential treatment program for girls who have been commercially sexually exploited, to be located in a twelve-bed unit within the Office of Children and Family Services’ Staten Island-based non-secure residential facility. The contract shall be in an amount not to exceed \$247,369. The contract term shall be from April 1, 2008 to March 31, 2010 with no option to renew. PIN#: 00209DMPS216.

The proposed contractor is with another government, public authority or public benefit corporation, pursuant to Section 1-02 (f) (1) of the Procurement Policy Board Rules and is

being funded by the federal Department of Justice Office of Juvenile Justice and Delinquency Prevention (OJJDP).

A draft copy of the proposed contract is available for public inspection at the Office of the Criminal Justice Coordinator, One Centre Street, 10th Floor North, New York, NY 10007, from November 14, 2008 to November 20, 2008, excluding Saturdays, Sundays and Holidays, from 9:00 A.M. to 12:00 P.M. and from 2:00 P.M. to 4:00 P.M.

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## AGENCY RULES

### FIRE

#### ■ NOTICE

Notice of Repeal of Existing Fire Department Rules and Promulgation of New Fire Department Rules (Chapters 1, 2, 8, 10, 14, 17, 26 and 38 of Title 3 of the Rules of the City of New York)

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE Fire Commissioner of the City of New York by Section 489 of the New York City Charter and Chapter 1 of the New York City Fire Code, codified in Title 29 of the Administrative Code of the City of New York, and in accordance with the requirements of Section 1043 of the New York City Charter, that the New York City Fire Department hereby repeals the rules listed below.

NOTICE IS FURTHER GIVEN PURSUANT TO THE AUTHORITY VESTED IN THE Fire Commissioner of the City of New York by Section 489 of the New York City Charter and Chapter 1 of the New York City Fire Code, codified in Title 29 of the Administrative Code of the City of New York, and in accordance with the requirements of Section 1043 of the New York City Charter, that the New York City Fire Department hereby promulgates the rules listed below. All the rules are underlined to indicate that they are new, with the exception of 3 RCNY §109-02, which was previously promulgated and is included for completeness.

The public hearing was held on October 17, 2008. The repeal of existing Fire Department rules and the promulgation of new Fire Department rules shall take effect on November 17, 2008.

The Notice of Repeal of Existing Fire Department Rules and Promulgation of New Fire Department Rules will be available for at least 90 days on the Fire Department Internet Home Page at:

[www.nyc.gov/fdny](http://www.nyc.gov/fdny)

#### INTRODUCTION

This is the first installment of a series of rulemaking proceedings to repeal and repromulgate all Fire Department rules in effect on June 30, 2008 (“existing rules”). The Fire Department is undertaking to repeal and repromulgate all of its existing rules in connection with the enactment of the new New York City Fire Code, which took effect on July 1, 2008.

The new rules have been renumbered to parallel the new Fire Code sections. For example, §113-01, relating to certificates of fitness, corresponds to Fire Code §113 (FC113), which governs such licenses. The rules have also been revised to conform to the terminology of the new Fire Code, and, as necessary, revised to amend or clarify various requirements. Except as otherwise indicated in the statement of basis and purpose for each chapter of the rules, the provisions of these rules are substantially equivalent to the former rules.

In addition, certain rules are substantively new. Such new rules are addressed in the statement of basis and purpose for each chapter.

As set forth in section 3 RCNY §202-01, “FC” refers to the Fire Code and “R” to the rules. *Italicized* words refer to terms defined in the Fire Code or the rules. Where no rules are being promulgated, pursuant to a section of the Fire Code, the corresponding section of the rules is marked “reserved.”

Chapter 1 of Title 3 of the Rules of City of New York

#### ADMINISTRATION

§101	Reserved
§102-01	Pre-Existing Facilities and Conditions
§103	Reserved
§104-01	Appeals
§104-02	Professional Certification
§104-03	Disposal of Contraband Materials
§104-04	Modification of Rules
§105-108	Reserved
§109-01	Notice of Violation, Certification of Correction and Stipulation Procedures
§109-02	Consolidation of Provisions of the Administrative Code for Enforcement Purposes
§110-111	Reserved
§112-01	Certificates of Approval
§113-01	Certificates of Fitness and Certificates of Qualification
§113-02	Fire Safety Director Certificates of Fitness
§113-03	Fire Safety/EAP Director Certificates of Fitness
§113-04	Accreditation of Training Courses
§113-05	Fire Safety Director Training Courses
§113-06	Fire Safety/EAP Director Training Courses

§113-07 Refrigerating System Operating Engineer Training Courses  
 §114-01 Certificates of License  
 §115-01 Company Certificates  
 §116-01 Expeditor Registration  
 §117 Reserved

Chapter 2 of Title 3 of the Rules of City of New York

DEFINITIONS

§201 Reserved  
 §202-01 Definitions

Chapter 8 of Title 3 of the Rules of City of New York

INTERIOR FURNISHINGS, DECORATIONS AND SCENERY

§801-804 Reserved  
 §805-01 Flame-Resistant Decorations  
 §806 Reserved

Chapter 10 of Title 3 of the Rules of City of New York

MEANS OF EGRESS

§1001-1024 Reserved  
 §1025-01 Fire Escape Gates and Similar Security Devices For Secondary Means of Egress and Emergency Escape and Rescue Openings  
 §1026-1027 Reserved

Chapter 14 of Title 3 of the Rules of City of New York

FIRE SAFETY DURING CONSTRUCTION, ALTERATION AND DEMOLITION

§1401-01 Enforcement of Fire Safety at Construction Sites  
 §1402 Reserved  
 §1403-01 Portable Space Heaters Fueled By Piped Natural Gas at Construction Sites  
 §1404 Reserved  
 §1405-01 Crane Aerial Fueling Operations  
 §1406-1407 Reserved  
 §1408-01 Construction Site Fire Safety Manager  
 §1409-1418 Reserved

Chapter 17 of Title 3 of the Rules of City of New York

FUMIGATION AND THERMAL INSECTICIDAL FOGGING

§1701-1702 Reserved  
 §1703-01 Fumigation and Thermal Insecticidal Fogging

Chapter 26 of Title 3 of the Rules of City of New York

WELDING AND OTHER HOT WORK

§2601-2603 Reserved  
 §2604-01 Hot Work in Repair Garages  
 §2605-01 Use of Oxygen and a Flammable Gas in Citywide Hot Work Operations  
 §2606-2608 Reserved  
 §2609-01 Piped Natural Gas and Oxygen Consuming Devices and Installations

Chapter 38 of Title 3 of the Rules of City of New York

LIQUEFIED PETROLEUM GASES

§3801-3808 Reserved  
 §3809-01 Liquefied Petroleum Gases  
 Section 1. The following provisions of Title 3 of the Rules of the City of New York are hereby REPEALED:

Chapter headings, 3 RCNY Chapters 1 through 43.  
 Paragraphs (i)(2), (i)(3) and (j)(3) of 3 RCNY §6-01, entitled "Fire Drill and Evacuation in Office Buildings Classified as Occupancy Group E (Business)"  
 Paragraphs (n)(2) and (n)(3) of 3 RCNY §6-02, entitled "Office Building Emergency Action Plans"  
 3 RCNY §9-01, entitled "Fire Department Certificates"  
 3 RCNY §9-03, entitled "Certificate of Approval Application Procedures and Appliances Previously Approved by the Board of Standards and Appeals"  
 3 RCNY §9-05, entitled "General Requirements for Accreditation of Training Courses by the Fire Department"  
 3 RCNY §9-06, entitled "Mechanical Refrigeration and Related Technology Training Courses"  
 3 RCNY §9-07, entitled "Fire Safety Director Training Course"  
 3 RCNY §9-08, entitled "Training Courses for Fire Safety/Emergency Action Plan Directors"  
 3 RCNY §11-01, entitled "Buildings In the Course of Construction, and Buildings Undergoing Demolition"  
 3 RCNY §11-02, entitled "Use of Liquid Oxygen Cylinders on Construction, Alteration and Demolition Sites"  
 3 RCNY §11-03, entitled "Storage and Use of Oxygen Trailers in the Course of Construction and Demolition Work"  
 3 RCNY §11-04, entitled "Storage and Use of Ammunition for Powder Actuated Tools in the Construction and Alteration of Buildings"  
 3 RCNY §11-05, entitled "Use of Natural Gas Fired Heaters at Construction Sites"  
 Subdivision (d) of 3 RCNY §15-02, entitled "Portable Fire Extinguishers"  
 3 RCNY §16-01, entitled "Implementation of Fee Schedule Amendments, Effective July 11, 1988"  
 3 RCNY §16-02, entitled "Environmental Control Board Adjudications"  
 Subdivision (f) of 3 RCNY §17-06, entitled "Unnecessary and Unwarranted Alarm Prevention, Required Fire Alarm Recordkeeping, and Required Smoke Detector Maintenance, Testing and Recordkeeping"  
 3 RCNY §19-01, entitled "Flameproofing of Decorations, Drapes, Curtains and Scenery"  
 3 RCNY §20-09, entitled "Thermal Insecticidal Fogging Operations"  
 3 RCNY §25-01, entitled "Storage and Use of Liquefied Petroleum Gases"  
 3 RCNY §26-01, entitled "Motor Vehicle and Motorcycle Repair Shops"  
 3 RCNY §38-01, entitled "Issuance of City-Wide Permits for

the Storage, Use/or Transport of Oxygen and Combustible Gases During Temporary or Emergency Torch Operations"  
 3 RCNY §38-01.1, entitled "Issuance of Permits for the Storage and Use of Oxygen and Combustible Gases for any Torch Operations during Construction, Alteration or Demolition Work"  
 3 RCNY §38-02, entitled "Operators of Heating Torches Used in the Manufacture of Jewelry"  
 3 RCNY §38-03, entitled "Fire Guards During Torch Operations"  
 3 RCNY §42-01, entitled "Disposal of Contraband"

Section 2. A new Chapter 1 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

**CHAPTER 1  
 ADMINISTRATION**

§101 Reserved  
 §102-01 Pre-Existing Facilities and Conditions  
 §103 Reserved  
 §104-01 Appeals  
 §104-02 Professional Certification  
 §104-03 Disposal of Contraband Materials  
 §104-04 Modification of Rules  
 §105-108 Reserved  
 §109-01 Notice of Violation, Certification of Correction and Stipulation Procedures  
 §109-02 Consolidation of Provisions of the Administrative Code for Enforcement Purposes  
 §110-111 Reserved  
 §112-01 Certificates of Approval  
 §113-01 Certificates of Fitness and Certificates of Qualification  
 §113-02 Fire Safety Director Certificate of Fitness  
 §113-03 Fire Safety/EAP Director Certificate of Fitness  
 §113-04 Accreditation of Training Courses  
 §113-05 Fire Safety Director Training Courses  
 §113-06 Fire Safety/EAP Director Training Courses  
 §113-07 Refrigerating System Operating Engineer Training Courses  
 §114-01 Certificates of License  
 §115-01 Company Certificates  
 §116-01 Expeditor Registration

**§ 102-01 Pre-Existing Facilities and Conditions**

(a) Scope. This section consolidates requirements for facilities, or parts thereof, and conditions that were lawfully existing on July 1, 2008, the effective date of the Fire Code, and that, pursuant to FC102.3, may be continued in compliance with laws, rules, regulations and permit conditions pre-dating the Fire Code.

(b) Definitions. The following term shall, for the purposes of this section and as used elsewhere in the rules, have the meaning shown herein:

**Pre-existing (facility or condition).** Solely for purposes of implementing the provisions of FC102.3, a facility, or part thereof, or condition that was lawfully existing on July 1, 2008, and that, pursuant to FC102.3, may be continued in compliance with the requirements of the New York City Fire Prevention Code and other laws, rules, and regulations or permit conditions applicable at the time such facility or condition was lawfully allowed or approved, as such provisions may be amended from time to time.

(c) Provisions of Law Applicable to Pre-Existing Conditions and Design and Installation of Pre Existing Facilities. Pursuant to FC102.3, conditions and facilities lawfully existing on July 1, 2008 that would not be allowed or approved under the Fire Code may be continued in compliance with the New York City Fire Prevention Code and other laws, rules and regulations or permit conditions applicable at such time as such condition or facility was lawfully allowed or approved. In accordance with FC102.3:

(1) Conditions or facilities lawfully existing on July 1, 2008, or any part thereof, that are allowed and would be approved under the applicable provisions of the Fire Code and the rules, shall comply with such provisions. For example, an existing underground liquid motor fuel storage tank designed and installed after April 2000 pursuant to provisions of Subchapters 8, 9 and 11 of the New York City Fire Prevention Code and 3 RCNY §21-20 that are substantively identical to the provisions of the Fire Code and the rules is not a pre-existing facility within the meaning of this section and shall comply with the requirements of the Fire Code and the rules.

(2) Unless one of the exceptions set forth in FC102.3 is applicable, and except as otherwise provided in R102-01(c)(3) and (c)(4), pre-existing conditions or facilities, or any part thereof, that would not be allowed and could not be approved under the applicable provisions of the Fire Code and the rules shall comply with the provisions of the New York City Fire Prevention Code and the rules in effect on June 30, 2008, including applicable provisions consolidated in Chapter 48 of the rules, and any other applicable laws, rules and regulations. For example, an existing below-grade storage facility for flammable liquids lawfully designed and installed in a mercantile establishment

prior to July 1, 2008, and that on June 30, 2008 was in compliance with the design and installation requirements for such facilities set forth in Administrative Code §27-4066 of Subchapter 9 of the New York City Fire Prevention Code, is a pre-existing facility which may be continued in compliance with the provisions of the New York City Fire Prevention Code and the rules in effect on June 30, 2008, notwithstanding the fact that such below-grade facility would not be allowed or approved in a control area under the Fire Code.

(3) Unless one of the exceptions set forth in FC102.3 is applicable, a pre-existing condition or facility, or part thereof, that was lawfully allowed or approved under the provisions of the Fire Prevention Code or rules or other laws, rules or regulation no longer in effect on June 30, 2008, and that had been lawfully continued under such earlier provisions through June 30, 2008, shall comply with such earlier design and installation provisions, to the extent applicable, and any other applicable laws, rules and regulations. Two examples are:

(A) an existing refrigerating system that was lawfully designed and installed on a premises pursuant to Subchapter 18 of the New York City Fire Prevention Code prior to the enactment of the 1968 Building Code, and that had not been required by reason of alteration or otherwise to be replaced to comply with the superseding 1968 Building Code or 2008 Construction Codes requirements for such systems, may be continued in compliance with the earlier provisions of the New York City Fire Prevention Code, notwithstanding the fact that such refrigerating system would not be allowed or approved under the Fire Code.

(B) an existing LPG storage facility that was lawfully designed and installed on a premises pursuant to Fire Prevention Directive 2-88, and that had not been required by reason of alteration or otherwise to be replaced or discontinued, may be continued in compliance with said directive, notwithstanding the fact that the quantity of LPG storage authorized by said directive exceeds the quantity that would be allowed or approved under the Fire Code.

(4) Conditions or facilities, or any part thereof, existing on July 1, 2008 that had not been approved, prohibited or otherwise regulated under the New York City Fire Prevention Code or New York City Building Code prior to such date, and that would not be allowed and could not be approved under the applicable provisions of the Fire Code and the rules, shall constitute a pre-existing condition or facility within the meaning of this section, if:

(A) on June 30, 2008, the condition or facility was in compliance with the requirements of any applicable Federal, New York State or other laws, rules or regulations; and

(B) at the time the condition or facility was established, it was substantially in compliance with national or industry standards or practices; and

(C) the condition or facility is not determined by the Department to be subject to any of the exceptions set forth in FC102.3.

(d) Consolidation of Provisions of Law Applicable to Pre-Existing Facilities and Conditions. Provisions of the New York City Fire Prevention Code and the rules in effect on June 30, 2008, including requirements governing the design and installation of pre-existing facilities, and the manufacturing, storage, handling and use of materials in pre-existing facilities under conditions that would not be allowed or approved under the Fire Code, are consolidated in Chapter 48 of the rules, as follows:

(1) The third and fourth characters of the number of each section of Chapter 48 of the rules correlate to the Fire Code chapter with that number. For example, R4809-01 refers to pre-existing fire protection systems, which are governed

by FC Chapter 9. The provisions of law consolidated in each such section are those applicable to *pre-existing* facilities and *conditions* relating to a material or *facility* governed by that Fire Code chapter.

- (2) The provisions of law consolidated in each such section have been abridged to delete administrative, operational and/or maintenance requirements, or design and installation requirements that are allowed or approved under the Fire Code, as to which compliance with the Fire Code is required. Deletions are indicated by asterisks (\*\*\*)
- (3) Any amendments to the provisions of law consolidated in each such section are indicated by underlining, and, if terms defined in the Fire Code or *rules* are used, by *italics*.
- (e) Other Provisions of Law Applicable to Pre-Existing Facilities and Conditions. *Pre-existing facilities and conditions* shall comply with all applicable laws, rules and regulations, including provisions of law not consolidated in Chapter 48 of the *rules*.

#### § 104-01 Appeals

- (a) Scope. This section sets forth procedures by which any person aggrieved by the issuance of any notice, order, violation or other determination issued by the *Department* may appeal therefrom and obtain a final agency determination as to the validity thereof insofar as it relates to the interpretation or modification of the Fire Code, the *rules*, or other law, rule or regulation enforced by the *Department*.

#### (b) General Provisions

- (1) Appeals. Any person to whom the *Department* has issued a notice, order, violation or other determination pursuant to the provisions of the Fire Code, the *rules*, or other law, rule or regulation enforced by the *Department*, and who is aggrieved thereby, may obtain review of such notice, order, violation or other determination and a final agency determination relative to the interpretation or modification of such laws, rules or regulations, in accordance with the procedures set forth in this section. No appeal may be had from an appeal determination or other determination denominated as a final agency determination.
- (2) Relationship with adjudications. Nothing contained in this section shall be construed to affect the adjudication of any notice of violation returnable before *ECB*, or a summons returnable before the New York City Criminal Court, except a summons issued for failure to comply with a violation order or other *Commissioner's* order. Nothing contained in this section shall be construed to affect the adjudication of any other notice, order, violation or other determination issued by the *Department*, except insofar as a final agency determination as to the interpretation or modification of the code may be required for such adjudication.

#### (c) Appeal Procedures

- (1) Time for appeal. Appeals shall be filed with the *Department* no later than thirty (30) calendar days from the date of issuance of such notice, order, violation or other determination. The *Department* may extend such time upon a satisfactory showing that the party aggrieved by the determination appealed from did not receive timely notice of the determination, or other good cause shown.
- (2) Submission. The appeal shall be directed to the *Department's* Chief of Fire Prevention, with a copy to the *Department's* Bureau of Legal Affairs, except that if the notice, order, violation or determination appealed from was issued by the Chief of Fire Prevention, the appeal shall be directed to the Fire Commissioner, with a copy to the *Department's* Bureau of Legal Affairs.
- (3) Form and content. The appeal shall be made in writing in such form as may be prescribed by the *Department*; state with particularity the objections taken; and support such objections by relevant citation to the Fire Code or other law, rule, regulation or legal authority, and submission of relevant documentation or other evidence. Any additional information or other supplemental submission requested by the *Department* shall be submitted to the *Department* within twenty (20) days of the date of the request, or within such other time as may be prescribed by the *Department*.

- (4) Appeal determination. The *Department* shall render a written determination on the appeal, granting or denying the appeal, in whole or in part, and stating its reasons therefor.

#### (d) Stay of Enforcement

- (1) No automatic stay. The filing of an appeal shall not stay the enforcement of the notice, order, violation or other determination appealed from, nor shall it relieve any person affected by such determination of the obligation of complying with its requirements or appearing for any adjudication or other legal proceeding.
- (2) Request for stay. The person submitting an appeal may at any time request a stay of enforcement of such request, order, violation or other determination. Such request shall be made in writing and shall be submitted in the manner set forth in R104-01(c).
- (3) Stay determination. The *Department* shall expeditiously render a written determination of such request, giving due consideration to the interests of public safety, the costs of compliance, and the apparent merits of the appeal. If the request for a stay is denied, the *Department* shall render its determination on the appeal no later than thirty (30) days from the date of such denial.

#### § 104-02 Professional Certification

Reserved

#### § 104-03 Disposal of Contraband Materials

##### (a) Scope

- (1) This section sets forth standards, requirements and procedures for the destruction or other disposition of any article, device, or equipment, the manufacture, storage, *handling*, use, transportation, possession or sale of which is prohibited by the Fire Code or the *rules*, or which is manufactured, stored, *handled*, used, transported, possessed or sold in violation thereof.
- (2) Nothing in this section shall be construed to define or limit the *Department's* discretion to seize contraband materials, or to define or limit the *Department's* discretion to arrange for the removal of contraband materials, by their *owner* or other person lawfully entitled to their possession, from the *premises* or location where such contraband materials are found.

- (b) Definitions. The following terms shall, for purposes of this section and as used elsewhere in the *rules*, have the meanings shown herein:

**Notice of disposal.** A written notice advising *owners* of contraband material or other interested parties of the final opportunity to reclaim such material.

**Notice of seizure.** A written notice advising the *owner* of contraband material of its seizure and of the procedures for reclaiming it.

- (c) Opportunity to Reclaim Contraband Material. Except as otherwise provided in R104-03(c)(1) and (2), the *Department* will afford any *owner* of contraband material, or other person lawfully entitled to its possession, an opportunity to reclaim such material, provided that it is reclaimed in accordance with the procedures set forth in this section.

- (1) Non-reclaimable contraband. The following contraband material may not be reclaimed, and shall not be subject to the procedures set forth in R104-03(d):
- (A) Contraband materials whose condition presents an imminent hazard to life, health or property. This includes a material that has a serious defect, damage or deformity, that has leaked or is leaking its contents, or that cannot be safely stored.
- (B) Contraband materials whose immediate disposal is necessary to prevent or abate an emergency situation, such as a *fire*.
- (C) Contraband materials that may not be lawfully possessed by the *owner* or other person seeking to reclaim the material.

- (2) Contraband materials held as evidence.

Notwithstanding any other provision of this section, the *Department* will not release contraband material held as evidence until such time as the use of such material is no longer required in accordance with applicable law.

- (d) Procedures for Disposal of Contraband Material. Contraband material shall be disposed of in accordance with the procedures set forth in this subdivision.

- (1) Notice of opportunity to reclaim. The *Department* shall give notice of the seizure and anticipated disposal of the contraband material and of the opportunity to reclaim to the *owner* and other interested parties at the time of the seizure, as follows:

(A) A *notice of seizure* shall be given to the person in possession of the contraband material at the time of its seizure, or to the person in control of the *premises* from which the contraband material is seized.

(B) If the identity of an *owner* of the contraband material is clearly marked on or is clearly ascertainable from the contraband material, and it is different from that of the recipient of any notice given pursuant to R104-03(d)(1)(A), a copy of the *notice of seizure* shall be mailed to such *owner*.

- (2) Notice of disposal. If the contraband material is not reclaimed within two weeks of the date of seizure, the *Department* shall publish a *notice of disposal* in the City Record. The *notice of disposal* shall identify the material by size, contents, serial number or other identifying mark, and date and place of seizure, and shall set forth a deadline for reclaiming the contraband material not less than ten calendar days from the date the notice is published. A copy of such *notice of disposal* shall be mailed to any person or organization who arranges with the *Department* to receive such notice.

- (3) Failure to timely reclaim. *Owners* and other persons lawfully entitled to possession of a contraband material who fail to timely reclaim the contraband material shall be deemed to have abandoned any right, title or interest they may have in the contraband material, and to have no objection to the *Department's* disposal of the contraband material in such manner as the *Department* deems appropriate.

- (4) Location for reclaiming. *Owners* reclaiming contraband material shall retrieve such material from the *Department's* storage facility or other place designated by the *Department* for such retrieval.

- (5) Qualifications of persons handling and transporting. Contraband materials reclaimed by their *owners* shall be handled and transported only by persons possessing the requisite qualifications (such as a *certificate of fitness*) where such qualifications are required by law or rule, and shall be transported only in *motor vehicles* that comply with federal, state and city rules and regulations.

- (6) Indemnification. An *owner* reclaiming contraband material shall provide a sworn affidavit representing that he or she owns or is lawfully entitled to possession of the material and will indemnify The City of New York, its agencies, officials, employees and agents, from any and all claims, suits, damages and expenses arising from claims of ownership to the reclaimed materials.

- (7) Fees. The fee for removal and storage of contraband material shall be as set forth in FC A04.1(6). No removal or storage fee shall be charged where it is determined by the *Department* or a court of competent jurisdiction that the contraband material had not been unlawfully manufactured, stored, *handled*, used, transported, possessed or sold.

- (e) Department Disposal of Contraband Materials. The *Department* may dispose of contraband materials which are not reclaimed in accordance with the procedures set forth in R104-02(d) in such manner as the *Department* deems appropriate, including but not limited to removal by a contract vendor retained by the *Department* for this purpose.

#### § 104-04 Modification of Rules

- (a) Scope. This section sets forth standards,

requirements and procedures for *application* for the modification of any provision of the *rules*.

(b) General Provisions

(1) Standard. The *Department* may modify the provisions of any *rule* promulgated by the *Department*. Modifications shall be considered, and granted or denied, in whole or in part, in accordance with the standard set forth in FC104.8.

(c) Applications. *Application* for the modification of a *rule* shall be submitted to the *Department* in accordance with the *application* procedures set forth in FC104.8.1, including submission of the applicable fee set forth in FC A04.1(5).

(d) Appeals. An applicant for a modification of a *rule* aggrieved by the *Department's* determination may appeal such determination in accordance with R104-01.

**§ 109-01 Notice of Violation, Certification of Correction and Stipulation Procedures**

(a) Scope. This section sets forth procedures for the certification of correction and adjudication of violations issued by the *Department* and returnable before the New York City Environmental Control Board.

(b) Definitions. The following terms shall, for the purposes of this section and as used elsewhere in the *rules*, have the meanings shown herein:

**ECB.** The New York City Environmental Control Board.

**Notice of violation.** A form used for purposes of enforcing the Fire Code, the *rules*, or other law, rule or regulation enforced by the *Department*, that serves to notify the respondent named therein of a violation of such laws, rules or regulations, orders correction of same, commences an *ECB* proceeding, and sets forth information relating to such violation and *ECB* proceeding.

(c) Certification of Correction of Violations

(1) All notices of violation, except those that charge failure to certify correction, false certification and violation of a *Commissioner's* order (other than the order to certify correction), shall include an order requiring the respondent to correct the conditions constituting the violations, and to file a certification with the *Department* that the conditions have been corrected.

(2) The required certification shall be made on the certificate of correction form accompanying the notice of violation issued by the *Department* representative. The certificate of correction shall be completed and signed by the respondent in accordance with the instructions set forth thereon, and shall be notarized by a notary public or commissioner of deeds. The respondent shall submit with the certificate of correction all documentation necessary and appropriate to demonstrate correction of the violations.

(3) The signed and notarized certificate of correction shall be directed to:

Enforcement Unit  
Bureau of Fire Prevention  
New York City Fire Department  
9 MetroTech Center  
Brooklyn, NY 11201-3857

(4) The certificate of correction must be received by the Enforcement Unit of the Bureau of Fire Prevention no later than the close of business on the 35th calendar day from the date of offense set forth on the notice of violation. Both the date of offense and the date for certification of correction are indicated on the face of the notice of violation.

(5) The filing of a certificate of correction in accordance with this section constitutes an admission to the offense charged and results in a finding of liability, but respondents cited for one (1) or more first offenses who, for each such condition, timely correct and file a certificate of correction that is accepted by the *Department*, are not required to appear for an *ECB* hearing and avoid the imposition of a penalty on such violation.

(6) When more than one (1) violation of a law, rule or regulation is cited on the same notice of violation, the respondent may certify correction as to one (1) or more of such violations. However, respondent must appear for an *ECB* hearing, as set forth on the notice of violation, if certification of correction is not filed and accepted by the *Department* for all of the violations cited on the notice of violation.

(7) The *Department* will review all certificates of correction and determine whether to accept them as satisfactory certification of correction. The *Department* will notify each respondent as to whether the certificate has been accepted, and, if it has not been accepted, advise the respondent of the deficiencies in the certification and the actions and/or proof required to correct the violations.

(d) Acceptance of Compliance Stipulations in *ECB* Adjudications

(1) If the respondent admits to the violation but requires additional time to comply beyond the date indicated on the notice of violation, the respondent may request a stipulation for compliance purposes.

(2) The *Department* may agree to offer a stipulation to extend the time for correction, upon such terms and conditions as the *Department* determines to be reasonable.

(3) The stipulation shall not be valid unless and until approved by the *ECB* hearing officer or other authorized *ECB* representative.

**§ 109-02 Consolidation of Administrative Code Provisions For Enforcement Purposes**

(a) Scope. This section establishes violation categories for the purpose of enforcing the provisions of the New York City Fire Code (FC) (Title 29 of the Administrative Code); Title 15 of the Administrative Code (Fire Prevention and Control); the New York City Construction Codes (Title 28 of the Administrative Code); the *rules* promulgated by the *Department* and codified in Title 3 of the Rules of the City of New York (3 RCNY); and/or other laws, rule and regulations enforced by the *Department*. These violation categories will be cited by *Department* personnel in connection with the issuance of notices of violations returnable before the New York City Environmental Control Board, in lieu of citation to a particular code or *rule* section.

(b) Violation Categories. The following violation categories are established for the aforementioned enforcement purposes:

**Violation Category 1: Portable Fire Extinguishers and Fire Hoses**

Failure to provide and/or maintain required portable fire extinguishers, fire hoses or other portable fire extinguishing devices, in violation of FC 303.5; 304.4; 307.4; 307.5; 308.6; 309.4; 309.7; 315.3; 316.5; 901.4; 904.11; 906.1; 906.2; 1105.2; 1105.3; 1105.4; 1105.5; 1105.6; 1107.7; 1110.6; 1208.4; 1407.3; 1415.1; 1417.3; 1418.1; 1504.6; 1505.5; 1507.10; 1908.8; 1909.5; 2003.5; 2106.3; 2205.5; 2208.7; 2210.6; 2211.6; 2306.10; 2404.12; 2404.13; 2508.2; 2604.2; 2707.9; 2903.6; 2906.6; 3309.9; 3403.2; 3404.3; 3405.4; 3406.2; 3406.4; 3406.8; 3506.5; and 3808.2; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 2: Combustible Waste Containers**

Failure to provide a required container for *combustible waste* and/or store *combustible waste* in a required container, in violation of FC 304.3; 310.6; 1404.2; 1503.4; 1511.8; 2210.5; 2211.2; 2903.1; and 4204.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 3: Permits**

Failure to obtain, renew or otherwise possess a *Department* permit required for any material, operation or facility regulated by the Fire Code, in violation of FC105.6; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 4: Unlawful Quantity or Location of Regulated Material**

Manufacturing, storing, *handling*, using, transporting, selling or possessing *hazardous materials*, combustible materials, or other materials regulated by the Fire Code in an amount in excess of the quantity authorized by *Department* permit and/or the quantity or location restrictions for such materials set forth in the Fire Code or the *rules*, in violation of FC 303.7; 309.1; 1206.2; 1206.3; 2210.2; 2306; 2307; 2308; 2904; 2905; 2703.1; 2703.11; 2706.6; 2806.3; 3404.3; 3404.4; 3405.3; 3504.1; 3504.2; 3507.3; 3805.3; 3809.12; and 4204.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 5: Posting of Permits and Recordkeeping**

Failure to post a *permit* and/or maintain and/or produce records, in violation of FC 105.3; 107.2; 107.7; 316.5; 405.5; 604.3; 606.1; 606.14; 901.6;

901.7; 904.11; 907.20; 909.1; 1201.4; 1205.4; 1408.1; 2201.9; 2206.2; 2208.2; 2208.7; 2210.3; 2603.5; 2707.5; 3008.8; 3303.2; and 3307.16; and/or such other Fire Code or *rule* sections as provide therefor.

**Violation Category 6: Signs, Postings, Notices and Instructions**

Failure to provide and/or maintain required signs, postings, notices, and/or instructions, in violation of FC 310.3; 310.5; 408.8; 408.9; 408.11; 408.14; 501.4; 503.3; 503.7; 504.4; 505.2; 507.2; 510.1; 605.3; 606.7; 606.9; 607.2; 608.6; 609.8; 703.2; 904.3; 904.8; 904.10; 904.11; 906.6; 907.19; 912.4; 1103.2; 1105.7; 1106.3; 1204.2; 1205.1; 1404.1; 1405.4; 1406.2; 1409.1; 1418.1; 1503.2; 1506.9; 1510.6; 1607.1; 1703.3; 2107.1; 2204.2; 2204.3; 2206.12; 2208.1; 2208.8; 2210.5; 2210.6; 2305.3; 2404.6; 2603.6; 2609.3; 2609.5; 2703.5; 2703.6; 2703.7; 2703.11; 2704.3; 2906.5; 2906.6; 3003.2; 3008.8; 3304.6; 3307.3; 3307.13; 3403.5; 3404.2; 3404.3; 3405.4; 3406.2; 3406.4; 3406.8; 3503.1; 3705.3; 3807.2; 3903.3; 4003.3; and 4303.3; Administrative Code sections 28-103.1 and 15-127(c)(3); and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 7: Labels and Markings**

Failure to provide and/or maintain a required and/or approved label, or other marking, in violation of FC 112.3; 309.1; 313.5; 603.6; 605.7; 606.9; 803.5; 1403.1; 1406.2; 1606.1; 2107.2; 2206.7; 2208.2; 2211.5; 2211.8; 2404.2; 2703.5; 2703.7; 2803.2; 3003.2; 3203.4; 3203.4; 3403.5; 3404.2; 3404.3; 3405.4; 3406.4; 3704.2; and 4106.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 8: Accumulation and Removal of Combustible Waste**

Failure to timely remove *combustible waste* from the *premises*, and/or allowing the accumulation of *combustible waste* and/or vegetation upon a *premises*, in violation of FC 304.1; 304.2; 307.5; 311.3; 316.5; 408.11; 606.10; 1027.4; 1103.3; 1106.4; 1205.1; 1404.2; 1405.3; 1605.1; 2210.5; 2404.5; 2503.3; 2604.1; 2604.1; 2604.3; 2609.4; 2703.12; 2704.11; 2705.3; 2903.1; 3003.5; 3203.6; 3304.7; 3404.4; 3406.2; 3504.2; 3604.3; 3807.3; 4203.2; and 4204.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 9: Means of Egress**

Failure to provide required *means of egress* from any *premises* or part thereof, free from obstructions or impediments, including *overcrowding* by reason of the presence of persons in locations that obstruct or impede egress, and/or failure to maintain *means of egress*, in violation of FC 315.2; 801.6; 1001.2; 1027; 1207.2; 1411.2; 1504.1; 2404.4; 2404.18; 2804.3; 3003.3; 3404.3; 3406.4; 3506.3; 3809.4; and 4203.3; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 10: Overcrowding**

Failure to limit the number of persons in a *premises* or any part thereof, in violation of FC 107.6; 403.2; and 1027.3; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 11: General Maintenance**

Failure to maintain devices, equipment, systems, *facilities* or *premises*, or part thereof, in good working order (except as otherwise provided in Violation Categories 6, 7, 12, 13, 14, 15, 16 and 20), in clean condition, or in compliance with other general maintenance or housekeeping requirements, in violation of FC 304.1; 904.11; 1303.2; 1405.3; 2205.7; 2211.2; and 3304.8; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 12: Fire Protection Systems**

Failure to provide and/or maintain *fire protection systems*, including *sprinkler systems* and other *fire extinguishing systems*, *standpipe systems*, fire pumps, *fire alarm systems*, and/or other devices, and equipment associated with *fire protection systems*, in violation of FC 901.6; 901.7; 903.5; 903.6; 904.5; 904.6; 904.7; 904.8; 904.9; 904.10; 904.12; 905.12; 907.20; 908.10; 909.1; 909.2; 910.5; 912.6; 913.5; 914.2; and 3406.4; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 13: Flame-Resistant Materials**

Failure to provide and/or maintain *flame-resistant materials*, in violation of FC 306.3; 805; 2404.2; and 2706.11; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

**Violation Category 14: Fire-Rated Doors and Windows**

Failure to provide, protect and/or maintain a required door or window, including fire-rated doors,

self-closing doors, access doors, or fire-rated glass, in violation of FC 703.2; 703.4; 2604.1; and 2804.6; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 15: Fire-Rated Construction

Failure to provide and/or maintain required fire-rated construction, including walls and other partitions, in violation of FC 304.4; 311.2; 315.2; 703.1; 1803.14; 2306.3; 2604.1; 2706.6; 2904; and 3006.2; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 16: Ventilation

Failure to provide and/or maintain required and/or approved natural or mechanical ventilation, including required devices, equipment or systems, in violation of FC 309.1; 309.3; 608.5; 609; 904.11; 1204.2; 1205.2; 1205.3; 1405.2; 1504.1; 1504.2; 1505.2; 1506.10; 1507.4; 1510.3; 1511.5; 1803.14; 2005.5; 2211.4; 2211.7; 3006.2; 3007.2; 3008.5; 3404; 3405; 3406; 3506.3; and 3803.2; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 17: Certificates of Fitness and Certificates of Qualification

Failure to obtain and/or produce a *certificate of fitness* and/or *certificate of qualification* for the supervision and/or operation of materials, operations and/or *facilities*, in violation of FC 303.4; 306.2; 313.5; 316.3; 401.6; 401.7; 603.1; 606.1; 801.7; 901.6; 901.7; 905.1; 914.3; 1110.6; 1201.4; 1403.6; 1404.5; 1406.2; 1418.1; 1501.4; 1701.4; 2201.7; 2603.4; 2604.2; 2706.4; 2707.7; 2906.4; 2906.8; 3001.4; 3101.4; 3201.4; 3301.5; 3401.6; 3406.2; 3406.4; 3501.4; 3701.5; 3801.5; 3901.5; 4001.4; 4101.5; 4201.5; 4301.5; and 4401.5; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 18: Certificates of Approval, Certificates of License and Company Certificates

Failure to obtain and/or produce a *certificate of approval*, *certificate of license* or company certificate, in violation of FC 801.8; 901.4; 901.6; 1025.5; 1504.1; 1701.4; 2201.8; 3301.5; and 3401.8; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 19: Affidavits, Design and Installation Documents and Other Documentation

Failure to prepare, produce, file with the *Department* and/or submit for Department approval affidavits, applications, certifications, *design and installation documents* and/or other required documentation, in violation of FC 105.2; 105.3; 105.4; 404.2; 606.1; 2206.2; and 3406.4; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 20: Inspection and Testing

Failure to conduct a required initial or periodic inspection or test of any device, equipment, system, *facility* or *premises*, in violation of FC 401.8; 508.4; 508.5; 604.4; 606.6; 903.5; 903.6; 904.1; 904.11; 905.12; 912.6; 913.5; 1106.19; 1107.6; 2206.9; 3403.6; 3404.2; and 3406.4; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 21: Portable Containers

Failure to provide or use a required *container*, in violation of FC 2204.4; 3003.1; 3203.1; 3404.3; and 3406.2; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 22: Stationary Tanks

Failure to provide a required *stationary tank* storage system, including aboveground or underground flammable or combustible liquid storage tank systems, and devices and equipment associated with such systems, in violation of FC 1207.3; 2009.2; 2206.2; and 3404; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 23: Storage Facilities

Failure to provide a required storage facility, including storage cabinets, enclosures, rooms or vaults, in violation of FC 904.11; 2703.8; 2706.8; 2904; 3003.5; 3104; 3404.3; 3504; 3604; 3703; 3809; 3904; 4004; 4104; 4204; 4304; and 4404; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 24: Racks and Shelf Storage

Failure to provide required racks and shelf storage, and/or failure to store *hazardous materials*,

*commodities* or other goods thereupon in an approved manner, in violation of FC 2307; 2308; and 3404.3; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 25: Electrical Hazards

Failure to provide and/or maintain required electrical devices and/or equipment (except as otherwise provided in Violation Category 27 for electrical lighting hazards), and/or allow electrical hazards to exist, in any *facility* or *premises*, in violation of FC 603.1; 604.1; 605; 606.15; 804.3; 804.4; 904.3; 1106.3; 1106.5; 1204.2; 1404.7; 1503.2; 1504.1; 1504.7; 1505.10; 1506.2; 1507.3; 1510.5; 1604.2; 1703.2; 2004; 2005.6; 2201.5; 2204.7; 2208.1; 2208.8; 2211.3; 2211.8; 2606; 2703.8; 2704.7; 2705.1; 3003.6; 3008.5; 3203.7; 3403.1; 3405.3; 3406.5; 3406.8; 3504.2; 3704.2; 3809.15; 3904.1; and 3904.2; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 26: Heating and Refrigerating Equipment and Systems

Failure to provide and/or maintain required heating and/or *refrigerating systems* and/or devices and equipment associated with such equipment or systems, in violation of FC 315.2.3; 603.5; 606.5; 606.8; 606.9; 606.11; 606.12; 908.6; 1204.2.2; 1303.1; 1403.5 1503.2; 1504.7; 2005.6; 2201.6; 2210.2; 2404.15; 3304.6; 3405.3; 3406.4; and 4204.4; Administrative Code section 28-103.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 27: Electrical Lighting Hazards

Failure to provide and/or maintain required lighting devices or equipment and/or protection therefor, in violation of FC 605.2; 605.9; 1504.5; 1604.4; 2404.9; 2705.1; 3203.11; and 4203.4; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 28: Open Fires, Open Flames and Sparks

Causing or allowing an *open fire*, *open flame* or sparking device or equipment to be built, kindled, lit, maintained, operated or used, and/or failure to provide protection therefor, in violation of FC 307.1; 308; 309.1; 309.5; 309.6; 316.2; 804.3; 904.11; 1104.6; 1106.10; 1303.1; 1404.3; 1503.2; 1606.2; 1703.2; 2003.6; 2005.6; 2204.7; 2208.7; 2210.5; 2504.1; 2604; 2605.5; 2703.7; 2904.6; 3304.7; and 3309.11; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 29: Designated Handling and Use Rooms or Areas

Failure to provide a required room or area for *handling* and/or use of materials, operations or other activity regulated by the Fire Code, in violation of FC 310.2; 1504.1; 1504.1; 1504.1; 2601.3; 2705; 3105.1; 3405.3; 3405.3; 3505.1; 3605.1; 3703; 3905.1; 4005.1; 4105.1; 4204.1; 4305.1; and 4405.1; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### Violation Category 30: Fire Safety in Office Buildings, Hotels and Motels

Failure to comply with the fire safety requirements for *office buildings*, hotels and/or motels, in violation of FC 401.8 and 404; and/or such other Fire Code, Administrative Code, or *rule* sections as provide therefor.

#### § 112-01 Certificates of Approval

(a) Scope. This section sets forth standards, requirements and procedures for the issuance of *certificates of approval* for articles, equipment and devices required by the Fire Code to be of a type for which such certificate has been issued.

(b) General Provisions

(1) Certificate of approval required. The following articles, equipment and devices are required to be of a type for which a *certificate of approval* has been issued:

(A) Flame-retardant chemicals and treatments, as set forth in FC801.8.

(B) Bars, grills, grates or similar devices placed over emergency escape and rescue openings, and openings onto fire escapes, as set forth in FC1025.5.

(C) Pre-engineered non-water fire extinguishing systems, including foam fire extinguishing systems, as set forth in FC901.4.5(1).

(D) Prefabricated hoods and grease filters installed in connection

with commercial cooking systems, as set forth in FC901.4.5(2).

(E) Fire Department connections, standpipe system hose outlets and pressure reducing valves, as set forth in FC901.4.5(3).

(F) Fire alarm system control panels, as set forth in FC901.4.5(4).

(G) Pre-manufactured spray rooms and pre-manufactured spray booths, as set forth in FC 1504.1.1.2 and 1504.1.2.6, respectively.

(H) Ventilated metal lockers used for the storage of liquefied petroleum gases, as set forth in this section.

(2) Revocation of New York City Board of Standards and Appeal Approvals. Articles, equipment and devices regulated by the Fire Code as to which there was a New York City Board of Standards and Appeals approval in effect on July 1, 2008, may continue to be installed and used, provided that such article, equipment or device is installed and used in compliance with the Fire Code and the *rules*, except as follows:

(A) Flameproofing chemicals. Approvals for all flameproofing chemicals given by the New York City Board of Standards and Appeals were revoked on January 1, 2001.

(B) Fire escape window gates. Approvals of all bars, grilles, grates or similar devices designed to be placed over openings onto fire escapes that were given by the New York City Board of Standards and Appeals are revoked as of the effective date of this section, except that *pre-existing installations* may continue to be used in compliance with the requirements of R102-01 and the operational and maintenance requirements of R1025-01.

(c) General Application Requirements. Applicants for a *certificate of approval* shall submit all information and documentation necessary or appropriate to establish their eligibility for issuance of such certificate in accordance with FC112 and this section.

(1) Application forms and information. Information relating to *certificates of approval* and *application procedures*, including *application forms*, may be obtained from the *Department's* web site, [www.nyc.gov/fdny](http://www.nyc.gov/fdny), and from the Technology Management Unit of the Bureau of Fire Prevention, Fire Department Headquarters, 9 MetroTech Center, 1st Floor, Brooklyn, NY 11201-3857.

(2) Submission. Applications for *certificates of approval* shall be made by a principal or officer of the manufacturer of the article, equipment or device for which such certificate is sought, or other person or company authorized to represent the manufacturer. Original and renewal applications may be filed with the *Department* in person or by mail, together with the nonrefundable *application fee*.

(3) Abandoned applications. An *application* for a *certificate of approval* shall be deemed to have been abandoned six (6) months after the date of filing, unless such *application* has been diligently prosecuted or a *certificate of approval* has been issued. The *Department* may, in its discretion, grant one (1) or more extensions of time for additional periods not exceeding 90 days each, if there is good cause.

(4) Original applications. Applications for *certificates of approval* shall include the following information and documentation, and such other information and documentation as the *Department* may require:

(A) the corporate and trade names of the manufacturer of the article, equipment and device, its principal address and any New York City address, and contact information;

(B) the name and contact

- information of the manufacturer's authorized representative, if any;
- (C) a detailed description of the design and the intended installation and/or use of the article, equipment or device; and
- (D) the report of a nationally recognized testing laboratory or other approved organization approving the listing of the article, equipment or device, if such listing is required.
- (5) Examination, demonstration and testing. The Department will notify the applicant if examination, demonstration or further testing of the article, equipment or device will be required.
- (6) Renewal applications. An application for renewal of a certificate of approval shall disclose any changes in the design or intended installation and/or use of the article, equipment or device, and the following information and documentation:
- (A) Evidence demonstrating that the article, equipment or device complies with the requirements of all applicable Fire Code and rule provisions enacted or adopted after the date of approval of the original application or prior renewal.
- (B) Where required as a condition of approval, evidence that the article, equipment or device has a current listing.
- (7) Conditions of approval. An original or renewal application will not be granted and a certificate of approval will not be issued unless the applicant acknowledges and accepts the conditions of approval. Such acknowledgement and acceptance shall be in the form of an affidavit or other form prescribed by the Department.
- (8) Appeals. Any applicant aggrieved by a determination rendered upon an application for a certificate of approval may appeal such determination in accordance with the provisions of R104-01.
- (d) Special Application Requirements. In addition to the general application requirements set forth in R112-01(c), applications for the following certificates of approval shall include the following information and documentation:
- (1) Flame-retardant chemicals and treatments. Applications for a certificate of approval for flame-retardant chemicals and treatments shall include the following information and documentation:
- (A) a copy of the Material Safety Data Sheet for the flame-retardant chemical;
- (B) a report approving the listing of the flame-resistance chemicals and treatments that certifies that such chemicals and treatments have passed either Test 1 or Test 2 of NFPA 701. Such report shall indicate the flame-retardant chemicals tested, the manner in which they were applied, the materials to which they were applied, and such other information or documentation as the Department may require to demonstrate the flame-resistance imparted by such chemicals and treatments; and
- (C) an affidavit, executed by a principal or officer of the applicant, setting forth the following information:
- (1) the chemical's trade name;
- (2) the types of material that may be satisfactorily treated with the chemical;
- (3) the required or recommended manner in which such chemical shall be applied;
- (4) the period of time that the flame-resistant chemical will impart flame resistance to the material; and
- (5) a certification as to the effect, if any, that normal handling of the decoration (including washing, dry cleaning, ironing and sewing), will have on the effectiveness of the flame-resistant material.
- (2) Fire escapes and emergency escape and rescue openings window gates. Applications for a certificate of approval for a window gate for a fire escape or emergency escape and rescue opening, or similar device, shall demonstrate to the satisfaction of the Department that such device complies the requirements of R1025-01.
- (e) Revocation. A certificate of approval shall be automatically revoked upon the happening of any of the following events:
- (1) the article, equipment or device cannot be installed or used in compliance with the Fire Code or the rules;
- (2) change of ownership or corporate name;
- (3) change in manufacturing process;
- (4) change of product name;
- (5) change of product model number;
- (6) change in design;
- (7) change in testing laboratory listing (including amendment or approval conditions, or revocation); or
- (8) noncompliance with any of the original conditions of acceptance as specified in the certificate of approval.
- § 113-01 Certificates of Fitness and Certificates of Qualification**
- (a) Scope. This section sets forth general standards, requirements and procedures for issuance of certificates of fitness and certificates of qualification.
- (b) General Provisions
- (1) Minimum qualifications and general requirements. Applicants for certificates of fitness and certificates of qualification shall meet the minimum qualifications and comply with the general requirements set forth in FC113 and this section. Holders of certificates of fitness and certificates of qualification shall maintain all qualifications and comply with all requirements throughout the term of the certificate.
- (A) Applicants for certificates of fitness for fire safety director shall additionally comply with the requirements set forth in R113-02.
- (B) Applicants for certificates of fitness for fire safety/EAP director shall additionally comply with the requirements set forth in R11303.
- (2) Change of address or work location. All applicants and certificate holders are required to promptly notify the Department of any change in the applicant's or certificate holder's residence address, any change in work location when such location is required for and/or indicated on such certificate, and such other information as the Department may require.
- (c) General Application Requirements. Applicants for a certificate of fitness or certificate of qualification shall submit all information and documentation necessary or appropriate to establish their eligibility for issuance of such a certificate in accordance with FC113, the rules and the applicable notice of examination.
- (1) Application forms and information. Information relating to certificate requirements and application and examination procedures, including application forms, notices of examination, examination study materials, and a list of accredited training courses for certificates for which completion of a Department-accredited training course is a qualification, may be obtained from the Department's web site, [www.nyc.gov/fdny](http://www.nyc.gov/fdny), and from the Licensing Unit of the Bureau of Fire Prevention, Fire Department Headquarters, 9 MetroTech Center, 1st Floor, Brooklyn, NY 11201-3857.
- (2) Submission. Original applications for certificates shall be filed in person with the Licensing Unit of the Bureau of Fire Prevention. Renewal certificate applications may be filed in person or by mail, except as may be otherwise specified by the Department.
- (3) Incomplete applications. The Department reserves the right not to accept for filing any application that is incomplete or otherwise deficient, including any application that is submitted without the required supporting documentation or application fee. The Department will provide the applicant notice of any application that is not accepted, and, except for applications determined to be fraudulent, shall afford the applicant a reasonable time to correct or supplement such application. Original applications not corrected or supplemented within 30 days of the applicant's being notified will be deemed abandoned.
- (4) Examinations. Except as otherwise provided in this section, applicants for an original certificate must obtain a passing score on the applicable examination administered by the Department.
- (5) Identification. Applicants for an original certificate shall provide two (2) pieces of picture identification satisfactory to the Department, such as a driver's license, passport or employee identification card. The Department reserves the right to require additional identification.
- (6) Photographs. All applicants for an original certificate will be photographed by the Department for identification purposes. The Department may require a certificate holder filing for renewal of his or her certificate to report to the Department to be photographed. Failure to comply with such a notice constitutes grounds for non-renewal of the certificate. In lieu of, or in addition to, such photographs, the Department may require submission of two (2) passport-size photographs in connection with an original or renewal certificate application.
- (7) Fees. Application fees relating to certificates of fitness and certificates of qualification, including any written examination and practical examination, shall be as set forth in FC Appendix A or the rules. Except as otherwise authorized by the Department, fees shall be paid in cash, check or money order payable to the "New York City Fire Department."
- (A) Written examination fees shall be paid at the time of submission of the application. Such fees are non-refundable.
- (B) Applicants for a practical examination will be notified of the date by which the applicable examination fee must be paid. Such examination fees are non-refundable, except when applicants give proper and timely notice of cancellation in accordance with the procedures set forth in the Department's notice of examination or other applicable notice.
- (8) Applicants delinquent on child support payments. In accordance with the United States Social Security Act, 42 USC §666(a)(13), and New York State General Obligations Law §3-503, applications for original or renewal certificates will be reviewed for compliance with child support obligations and will be denied when required by such laws when the applicant has been identified by the Office of Child Support Enforcement of the New York City Human Resources Administration (or any successor agency) as delinquent on child support payments. Applicants for certificates will be required to disclose their social security numbers on their applications for purposes of such review.
- (d) Examinations
- (1) All written examinations, and the practical (computer simulator) examination for certificates of qualification, will be administered by the Licensing Unit of the Bureau of Fire Prevention at Fire Department Headquarters, except as may be otherwise specified by the Department in the notice of examination or other appropriate notice. Practical (on-site) examinations for fire safety director and fire safety/EAP director will be administered by such personnel and at such locations as may be specified by the Department in the notice of examination or other appropriate notice.

- (2) All examinations will be conducted in the English language.
- (3) The subject matter of an examination, and, for any numerically-graded certificate examination, the passing grade, shall be as set forth on the Department's notice of examination. The passing grade shall be set at 70% unless otherwise specified in such notice of examination.
- (4) An applicant will be provided written notice of his or her examination grade.
- (5) An applicant who fails to obtain a passing grade on a written, practical, or practical (on-site) examination may re-take the examination, subject to the availability of Department resources and appointments. The required fee must be paid by the applicant each time he or she is administered an examination.
- (6) In lieu of a written examination for a certificate of fitness, the Department, in its discretion, may accept educational credentials or professional licenses or certifications that demonstrate the applicant's knowledge of, or proficiency in, the subject matter for which the certificate is required.
- (7) In addition to any required written examination, applicants for certificates of fitness relating to the storage, handling or use of explosives in connection with blasting operations may be required to pass an oral examination administered by the Explosives Unit of the Bureau of Fire Prevention as set forth in the applicable notice of examination.
- (e) Certificates of Fitness Application Requirements
- (1) Original Applications. In addition to general application requirements set forth in R113-01(c), applicants for a certificate of fitness shall submit the following proof of qualifications and fitness and such other information and documentation as the Department may require:
- (A) A driver's license, passport, birth certificate or other proof satisfactory to the Department that the applicant meets the minimum age requirements set forth in FC113.4.
- (B) Except as otherwise provided in this section, a letter of recommendation satisfactory to the Department, from the applicant's employer, previous employer, prospective employer, trade school or trade union. Such letter shall be on the letterhead of such employer, trade school or trade union; be signed by the employer, or an officer of the trade school or trade union (and indicate such officer's title); and contain the following information:
- (1) the full name of the applicant and any other name under which the applicant may be known;
- (2) the length of time the applicant has been known to the employer, trade school or trade union, the nature of the applicant's employment or training, and the length of time such employment or training was pursued and whether it was satisfactorily completed;
- (3) the address of the building wherein the applicant will be employed, if applicable;
- (4) information attesting to the good character, habits and relevant or required work experience or training of the applicant; and
- (5) information indicating that the applicant's physical condition will permit the applicant to perform the duties associated with the certificate for which application is being made.
- (C) Applicants for certificates of fitness who are self-employed shall submit, in lieu of letter of recommendation from a previous or prospective employer, a notarized written statement containing the information required by R113-01(e)(1)(B).
- (2) Special application requirements
- (A) Applicants for certificates of fitness for blasting operations and special effects shall submit proof of not less than two years' satisfactory experience in handling the type of explosives or special effects for which a certificate of fitness is sought. Such proof shall include notarized letters from two (2) holders of a certificate of fitness for blasting operations, or from two (2) holders of a certificate of fitness for special effects, respectively, attesting to the applicant's character, habits and relevant work experience.
- (B) Applicants for a certificate of fitness for fireworks display shall have attended a class conducted by a company holding a fireworks contractor certificate and shall submit notarized letters from two (2) holders of a certificate of fitness for fireworks displays attesting to the applicant's character, habits and relevant work experience.
- (C) Applicants for a certificate of fitness for supervision of a standpipe system and/or sprinkler system shall obtain from their employer and submit as part of their application a sketch or plan of the standpipe and/or sprinkler systems that the applicant would be responsible for supervising.
- (f) Certificate of Qualification Application Requirements
- (1) Original applications. In addition to general application requirements set forth in R113-01(c), applicants for an original certificate of qualification shall submit the following proof of qualifications and fitness and such other information and documentation as the Department may require:
- (A) A driver's license, passport, birth certificate or other proof satisfactory to the Department that the applicant satisfies the minimum age requirements set forth in FC113.4;
- (B) A high school diploma, or its educational equivalent, approved by a state's Department of Education, or an approved accrediting organization;
- (C) A Universal Technician Certification issued by the United States Environmental Protection Agency pursuant to Subpart F of Part 82 of Title 40 of the Code of Federal Regulations; and
- (D) Proof of the following experience and/or qualifications in refrigerating systems or related technology:
- (1) at least one (1) year of practical experience in the preceding three (3) years working in a building or plant with refrigerating or air conditioning equipment that, at a minimum, has an individual system containing over 50 pounds of refrigerant, or a prime mover or compressor of more than 50 horsepower, or an aggregate of individual systems of more than 15 horsepower each with a total of more than 100 horsepower; or
- (2) at least one (1) year of practical experience in the preceding three (3) years engaged in the servicing and repair of refrigerating or air conditioning equipment rated at five (5) horsepower or more, or containing 20 pounds or more of refrigerant; or
- (3) a combination of practical experience as set forth in R113-01(f)(1)(D)(1) and (2) that is satisfactory to the Department; or
- (4) a current high pressure boiler operating engineer license issued by the Department of Buildings; or
- (5) a current marine engineer certificate issued by the United States Coast Guard; or
- (6) a current Professional Engineer's license issued in the United States; or
- (7) have satisfactorily completed a training course accredited by the Department in refrigerating systems and related technology, of at least 200 hours duration, at least 25 hours of which shall have involved practical skills exercises/hands-on demonstrations.
- (2) Registration of work locations
- (A) Certificate of qualification applicants or holders must register each work location at which they will be performing the duties of a refrigerating system operating engineer.
- (B) A certificate of qualification does not authorize the holder to perform such duties at any location other than work locations registered with the Department. A certificate of qualification holder shall not perform any duties requiring such certificate until such time a work location has been registered in accordance with this section. A certificate of qualification that does not have a work location registered with the Department shall be deemed "Not in Use" (inactive) and not valid to perform the duties of a refrigerating system operating engineer.
- (C) To register a work location, a certificate of qualification applicant or holder shall submit a letter from the employer for whom he or she will be performing the duties of a certificate of qualification holder. Such letter shall be on business letterhead, and signed by an appropriate officer of the employer, and provide the following information and documentation:
- (1) full name of the applicant;
- (2) premises address, building designation and location of system to be supervised by the certificate holder (for example: 500 East 150th Street, B building, basement, east wing, Room B101);
- (3) name of the manufacturer of the refrigerating system;
- (4) type and number of pounds of refrigerant in the system;
- (5) horsepower rating of

the refrigerating system;

- (6) date of installation of the refrigerating system; and
- (7) a copy of the Department permit for such refrigerating system.

(D) Certificate of qualification applicants or holders seeking to register more than one (1) work location shall present a letter from the employer for each work location. In addition to the information and documentation set forth above, such letter shall indicate the days and specific hours worked, and specify whether or not the certificate holder would be providing personal or general supervision of the equipment in accordance with the requirements of FC606.1.1. A certificate of qualification shall not be registered for more than one (1) work location for the same day and time if personal supervision is required at more than one (1) such location.

(E) Certificate of qualification holders seeking to change a registered work location shall register such work location in accordance with the procedures set forth in this section.

(g) Misconduct. In addition to any other penalties provided by law, misconduct on the part of an applicant or holder of a certificate of fitness or certificate of qualification shall be grounds for denial, non-renewal, suspension or revocation of a certificate, and denial of an application for a certificate or the opportunity to take a certificate examination. Such misconduct includes, but is not limited to:

- (1) the failure of a certificate holder to properly discharge his or her duties;
- (2) any false and fraudulent conduct in connection with an application for a certificate or the duties of a certificate holder, including:
- (A) any false or fraudulent statement or submission;
- (B) any unauthorized alteration or use of a certificate or possession of any fraudulent certificate;
- (C) cheating on an examination; and
- (D) impersonating another or allowing oneself to be impersonated;
- (3) the failure to promptly notify the Department of any change in the applicant's or certificate holder's residence address, work location, or any other notifications required pursuant to R113-01(b)(2).
- (4) any other unlawful or unsafe conduct that bears on the integrity or reliability of an applicant or certificate holder; and
- (5) compromising the integrity or confidentiality of a Department examination.

#### § 113-02 Fire Safety Director Certificates of Fitness

- (a) Scope. This section sets forth standards, requirements and procedures for issuance of certificate of fitness to perform the duties of a fire safety director.
- (b) General Provisions. Applicants for fire safety director certificates of fitness shall meet the minimum qualifications and comply with the general requirements for a certificate of fitness set forth in FC113 and R113-01.
- (c) Qualifications. In addition to the qualifications set forth in FC113, applicants for fire safety director certificates of fitness shall possess and demonstrate to the satisfaction of the Department the following qualifications:
- (1) At least three (3) years' experience in fire protection and fire prevention activity or in a responsible position pertaining to operation of building service equipment, as defined in the Building Code, or a satisfactory combination thereof, or equivalent experience acceptable to the Department;
- (2) Successful completion of a fire safety director training course conducted by an educator or educational institution or

program accredited by the Department pursuant to R 113-04 and 113-05.

(3) Receipt of a passing grade on the Department's written examination for a fire safety director certificate of fitness, which tests the applicant's knowledge of matters having a bearing on the duties of a fire safety director. The Department will issue a certificate of completion to each applicant who meets the requirements set forth in R113-01(c)(1) and (c)(2) and receives a passing grade on the written examination. Such certificate of completion shall be included in the practical (on-site) examination application.

(4) Receipt of a passing grade on the practical (on-site) examination administered by the Department, which tests the applicant's knowledge of the characteristics and occupancy of the building in which the applicant is to serve as fire safety director, including the following information:

- (A) Fire safety and evacuation plan provisions.
- (B) Certificate of occupancy provisions.
- (C) Height, area, construction and occupancy classification.
- (D) Number, type and location of exits.
- (E) Number, type and location of areas of refuge, if any.
- (F) Number, type, location and operation of elevators and escalators.
- (G) Interior fire alarms and other fire alarm systems or communication systems.
- (H) Standpipe system components and operation.
- (I) Sprinkler system components and operation, including fire pumps.
- (J) Fire extinguishing system components and operation.
- (K) Number of persons normally employed in building.
- (L) Number of persons normally visiting the building.
- (M) Plan for fire drills.
- (N) Table of organization for fire drill plan and for fire safety brigade.
- (O) Operation of building service equipment, including electrical, lighting, heating, ventilating, air-conditioning, firefighting, trash compactors and elevators.
- (P) Alterations and repair operations and the protective and preventive measures necessary to safeguard such operations, with particular attention to hot work operations and the storage, handling and use of flammable liquids, combustible liquids and flammable gases.
- (Q) Other occupancies in the building and the proper protection and maintenance thereof including but not limited to day care facilities and places of assembly.
- (R) Procedures for assisting persons with special needs.

(5) Physical ability to perform the duties of the position.

(d) Application Procedures. Application for a fire safety director certificate of fitness shall be made in accordance with the following procedures:

- (1) secure the requisite experience.
- (2) attend and successfully complete a fire safety director training course from an accredited educator or educational institution or program.
- (3) make application and receive a passing grade on the written examination administered by the Department; and obtain a certificate of completion.

Employment as a fire safety director in a particular building is not required to sit for the examination or obtain a certificate of completion.

(4) make application and receive a passing grade on the practical (on-site) examination administered by the Department at the building in which the applicant is to serve as a fire safety director. An applicant who has received a certificate of completion may serve as a fire safety director on an interim basis pending administration of the practical examination, for a period not to exceed six (6) months from the date of the certificate of completion.

(e) Modification of Written Examination Requirement

(1) An applicant with limited English literacy skills may request modification of the application requirements for the fire safety director certificate of fitness authorizing an oral examination in lieu of a written examination. The Department will consider and may grant such an application under the following circumstances:

- (A) the applicant has been offered employment as a fire safety director in a building that requires a bilingual fire safety director capable of communicating both in English and in a second language that is spoken or understood by a substantial number of building occupants; and
- (B) the applicant establishes that the employer can find no suitable fire safety director who possesses the bilingual skills required to communicate with building occupants;
- (C) the applicant demonstrates his or her ability to write, speak and communicate in English and in the second language;
- (D) the applicant satisfies all of the other qualifications for the certificate;
- (E) the applicant has taken the written examination at least twice, and appears to have failed it on each occasion for reasons of limited English literacy skills, and not for lack of knowledge of the subject matter; and
- (F) the Department determines that a satisfactory showing has been made that there is a need for a bilingual fire safety director, and that the applicant is otherwise qualified and possesses sufficient English verbal proficiency to assure public safety. Nothing contained in this section shall be deemed to require the Department to grant a modification when the Department determines that the granting of such a modification would not serve the interests of public safety in the building in which the applicant would be employed as a fire safety director.

(2) If such a modification is granted, the Department shall issue a certificate of completion to the applicant upon the applicant's receiving a passing grade on an oral examination, which shall be submitted as part of the applicant's certificate of fitness application.

(f) Change in Work Location. The fire safety director certificate of fitness is issued for a specific work location. A change in work location must be immediately reported to the Licensing Unit of the Bureau of Fire Prevention, and application made for an original practical (on-site) examination at the new work location prior to commencing work at such location.

#### § 113-03 Fire Safety/EAP Director Certificates of Fitness

- (a) Scope. This section sets forth standards, requirements and procedures for issuance of certificate of fitness to perform the duties of a fire safety/EAP director.
- (b) General Provisions. Applicants for fire safety/EAP director certificates of fitness shall meet the minimum qualifications and comply with the general requirements for a certificate of fitness set forth in FC113 and R113-01.

(c) Qualifications. In addition to the qualifications set forth in FC113, applicants for fire safety/EAP director *certificates of fitness* shall possess and demonstrate to the satisfaction of the *Department* the following qualifications:

- (1) hold a fire safety director *certificate of fitness* issued by the *Department* pursuant to R 113-01 and 113-02, or meet the requirements for issuance of same, as set forth therein; and
- (2) have successfully completed at least a seven-hour training course approved by the *Department* and conducted by an educator or educational institution or program accredited by the *Department* in the areas of knowledge relevant to the duties of a fire safety/EAP director, including threat analysis and response and other homeland security issues; building evacuation, in-building relocation and shelter in place planning; elevator operation and building ventilation; special needs of the infirm and disabled, and incident command structure and emergency response operations; as set forth in the *Department's* notice of examination and R 113-04 and 113-06.

(d) Application Procedures. *Application* for a fire safety/EAP director *certificate of fitness* shall be made in accordance with the following procedures:

- (1) secure the requisite experience.
- (2) attend and successfully complete a fire safety/EAP director training course from an accredited educator or educational institution or program.
- (3) make *application* and receive a passing grade on the written examination administered by the *Department*.
- (4) make *application* and receive a passing grade on the practical (on-site) examination administered by the *Department* at the building in which the applicant is to serve as a fire safety/EAP director.

(e) Examinations. Applicants for a fire safety/EAP director *certificate of fitness* shall be required to pass the required written and practical (on-site) examinations. The practical (on-site) examination shall be conducted at the building in which the applicant will serve as fire safety/EAP director.

(f) Change in Work Location. The fire safety/EAP director *certificate of fitness* is issued for a specific work location. A change in work location must be immediately reported to the Licensing Unit of the *Bureau of Fire Prevention*, and *application* made for an original practical (on-site) examination at the new work location prior to commencing work at such location.

#### § 113-04 Accreditation of Training Courses

(a) Scope

- (1) This section sets forth general procedures, standards and requirements for the accreditation of training courses by the *Department*.
- (2) Training courses for the fire safety director *certificate of fitness* shall additionally comply with the provisions of R113-05.
- (3) Training courses for the fire safety/EAP director *certificate of fitness* shall additionally comply with the provisions of R113-06.
- (4) Training courses for the refrigerating system operating engineer *certificate of qualification* shall additionally comply with the provisions of R113-07.

(b) General Provisions

- (1) Prohibited claims and representations. It shall be unlawful for any educator, educational institution or program or other person or entity to offer a course purporting to train or otherwise qualify an individual for a *certificate of fitness* for fire safety director or fire safety/EAP director or *certificate of qualification* to direct, control or supervise the operation of a refrigerating system or related technology, or to make a similar claim, or purport to be approved by the *Department*, or otherwise make reference to the *Department* in connection with such certificates, prior to receiving *Department* accreditation of such course.
- (2) Term of accreditation. Original and renewal accreditations will be issued for a term of one (1) year, unless a shorter term is specified by the *Department*.

(c) Accreditation Standards. The *Department* will grant accreditation to a training course only if the applicant establishes that the training course will meet the following minimum standards:

- (1) The training course provides the hours and topics of instruction required by the *Department* for that type of training course.
- (2) A written examination of a type acceptable to the *Department* is administered and a passing grade acceptable to the *Department* is required for successful completion of the course.
- (3) The training course has been developed and will be taught and evaluated by individuals possessing the requisite knowledge, skills, experience or other appropriate qualifications. The *Department* may require applicants who are instructors at *Department*-accredited training schools to hold the applicable *certificate of fitness* or to establish their eligibility for issuance of such *certificate*.
- (4) Records satisfactorily demonstrating compliance with accreditation standards and requirements, including records of course administration and student performance, are maintained.
- (5) *Department* representatives are allowed to attend training courses and audit records to monitor compliance with accreditation standards and requirements.
- (6) Each student is required to complete a *Department*-approved course evaluation form upon completion of the training course, and the completed forms are returned to the *Department* no later than five (5) days after course completion.

(d) Application Requirements

- (1) Application information. Information relating to training course accreditation *application* requirements and procedures, including *application* forms, may be obtained from the *Department's* web site, [www.nyc.gov/fdny](http://www.nyc.gov/fdny), and from the Licensing Unit of the *Bureau of Fire Prevention*, Fire Department Headquarters, 9 MetroTech Center, 1st Floor, Brooklyn, NY 11201-3857.
- (2) Submission. All *applications* for training course accreditation shall be submitted to the Licensing Unit of the *Bureau of Fire Prevention*, and shall include the fee set forth in FC A02.1.
- (3) Original applications. All original *applications* shall include the following information and documentation, and such other information and documentation as the *Department* may require:
  - (A) The name and address of the educator or educational institution or program proposing to offer the training course;
  - (B) The name and contact information, including a telephone number, of a designated representative;
  - (C) The course location and course schedule (dates and time), including the location of any practical skills exercise/hands-on demonstrations;
  - (D) The type of course for which approval is being requested;
  - (E) A detailed outline of the course curriculum;
  - (F) A description of the teaching methods to be used to present each topic, (e.g., lectures, discussions, practical skills exercises and audio-visual materials);
  - (G) Copies of all written materials to be distributed, including sample examinations;
  - (H) Tuition fees, study material fees and any other fees to be charged students;
  - (I) A list of instructors, documentation of their qualifications (including a resume), and a list of the subjects each instructor will teach;
  - (J) The instructor-to-student ratio for classroom, practical skills

exercises/hands-on demonstrations;

- (K) Procedure for documenting student attendance of each student at each training session;
- (L) Any affiliations with other educational institutions or trade, union or professional organizations;
- (M) A summary of the applicant's prior history and experience in conducting similar training courses, including the location and approximate date of each such course;
- (N) A list of all other licensing authorities for which the training courses have been approved or disapproved; and
- (O) Evidence of compliance with New York State Department of Education regulations, or a statement from the applicant that the applicant and/or the training course are not subject to such regulations.

(4) Renewal applications

- (A) An *application* for renewal of accreditation shall include updated course information, including any course schedule, curriculum or personnel changes.
- (B) The *Department* will evaluate the effectiveness of any training course, including consideration of the success of its students in achieving passing grades on *certificate of fitness* or *certificate of qualification* examinations, in determining whether to grant an *application* for renewal of accreditation.

(e) Training Course Changes

- (1) Notice required. *Application* shall be made to the *Department* for approval of the following training course changes prior to implementing such changes:
  - (A) personnel;
  - (B) course schedule (dates, times and location);
  - (C) course curriculum; or
  - (D) teaching methods.
- (2) Conditional approval. Conditional approval may be granted pending a complete evaluation of the changes.

(f) Misconduct. In addition to any other penalties provided by law, misconduct on the part of an applicant for accreditation, or any educator or educational institution or program granted accreditation, shall be grounds for denial, non-renewal, suspension or revocation of accreditation. Such misconduct includes, but is not limited to, the following acts or omissions:

- (1) any false or fraudulent conduct in connection with an *application* for accreditation or other *Department* approval;
- (2) the failure to conduct the course in accordance with standards and requirements for accreditation;
- (3) the failure to timely notify the *Department* of training course changes or to obtain approval therefor;
- (4) the failure to maintain proper recordkeeping;
- (5) the failure to allow *Department* representatives to attend a training course and/or audit records in order to monitor compliance with accreditation standards and requirements;
- (6) the failure to disclose to the *Department* training course information, including relating to the preparation, security and administration of examinations and students' grades; or
- (7) any other conduct that bears on the integrity of the applicant or accredited educator or educational institution or program, or the effectiveness of the training course.

#### § 113-05 Fire Safety Director Training Courses

(a) Scope. This section sets forth the minimum hours of classroom instruction and topics required for

Department accreditation of training courses for certificate of fitness for fire safety director.

(b) General Provisions

- (1) General accreditation requirements. Fire safety director training courses shall comply with the general training school accreditation procedures, standards and requirements set forth in R113-04.

(c) Required Hours and Topics of Instruction

- (1) Training courses shall, at a minimum, provide not less than 20 hours of instructional training, of which not less than two (2) hours shall consist of practical skills exercise/hands-on demonstrations.

- (2) Training courses shall provide instruction in the following topics:

(A) Fire safety director qualifications

- (1) Qualifications for certificate of fitness  
 (2) Department application forms  
 (3) Certificate of fitness written and practical (on-site) examinations

(B) Building construction and systems

- (1) Alarm systems  
 (2) Sprinkler systems  
 (3) Standpipe systems  
 (4) Smoke detectors  
 (5) Portable fire extinguishers  
 (6) Types of alarm systems: office building, hotel/motel  
 (7) Fire command station  
 (8) Elevators  
 (9) Signs  
 (10) Stair pressurization  
 (11) Smoke shaft  
 (12) Compartmentation  
 (13) Construction  
 (14) HVAC systems  
 (15) History of high-rise building and hotel fires

(C) Fire safety director duties and responsibilities

- (1) Fire safety director/deputy fire safety director  
 (2) Fire safety and evacuation plan format  
 (3) Fire drills and evacuation  
 (4) Training of fire brigade  
 (5) Human behavior and personal safety of building occupants  
 (6) Communication with Department at fire incidents  
 (7) Inspection and prevention of fires

(D) Legal requirements

- (1) Local Law Nos. 5 of 1973, 16 of 1984, 41 of 1978, 58 of 1987 and 26 of 2004 and their impact on the operation of refrigerating systems, including any amendments thereto  
 (2) Owner's legal responsibilities  
 (3) Americans with Disabilities Act of 1990, including any amendments thereto

(E) Firematics

- (1) Chemistry of fire  
 (2) Properties of fire  
 (3) Behavior of fire  
 (4) Flame-resistant chemicals and treatments  
 (5) Ignition sources  
 (6) Heat transfer

(F) Practical skills exercise/hands-on demonstration

- (1) Elevator recall  
 (2) Group B office building fire alarm systems, including fire command stations, announcements, and warden phones

(d) Course Administration and Completion

- (1) The ratio of students to instructors in practical skills exercise, including practical skills exercise/hands-on demonstrations, shall not exceed 25-to-1.  
 (2) Students must attend all training classes to be eligible to take the training course's final examination.  
 (3) Students shall be allowed two (2) opportunities to pass the final examination. Students who fail the final examination on the second attempt shall be required to reattend the course in its entirety.

**§ 113-06 Fire Safety/Emergency Action Plan Director Training Courses**

- (a) Scope. This section sets forth the minimum hours of classroom instruction and topics required for Department accreditation of training course for certificate of fitness for fire safety/EAP director.

(b) General Provisions

- (1) General accreditation requirements. Fire safety/EAP director training courses shall comply with the general training school accreditation procedures, standards and requirements set forth in R113-04.  
 (2) Instructor qualifications. Instruction in fire safety/EAP training courses shall be conducted by persons with law enforcement, fire prevention/suppression, engineering, environmental safety, fire safety director, meteorological, technological or other appropriate experience or expertise that qualifies them to teach the respective instructional topics of the training course.

- (c) Required Hours and Topics of Instruction. Training courses shall, at a minimum, provide not less than seven (7) hours of instructional training, of which not less than six (6) hours shall consist of Category 1 topics and not less than one (1) hour shall consist of Category 2 topics.

- (1) Category 1 shall include the following instructional topics, and such other topics as the Department may from time to time designate by written notice to accredited training course providers:

- (A) Local Law No 26 of 2004, R404-02, and any amendments or other rules promulgated pursuant thereto;  
 (B) Shelter in place, in-building relocation, partial building evacuation and full building evacuation concepts;  
 (C) Building communications and announcements;  
 (D) Building ventilation options;  
 (E) Use of elevators;  
 (F) Human services, including building occupants with special needs and related mobility and communications issues;  
 (G) Weapons of mass destruction, including dirty bombs and other radiological weapons;  
 (H) Hazardous material incidents involving biological agents, including contamination issues;  
 (I) Hazardous material incidents

involving chemical agents;

- (J) Bombs, bomb threats and suspicious packages;  
 (K) Weather-related emergencies;  
 (L) Failure of building utilities, mechanical systems and/or telecommunications systems; and  
 (M) Training methodology, including application protocols and post drill critiques.

- (2) Category 2 shall include the following instructional topics, and such other topics as the Department may from time to time designate by written notice to accredited training course providers:

- (A) Civil disturbances and blackouts;  
 (B) Familiarization with incident command structure and emergency response operations;  
 (C) Situational awareness in the context of non-fire emergencies;  
 (D) Applicable lessons from major incidents including the World Trade Center; and  
 (E) Practical (on-site) test information as provided by the Department.

(d) Course Administration and Completion

- (1) Students must attend all training classes to be eligible to take the training course's final examination.  
 (2) Students shall be allowed two (2) opportunities to pass the final examination. Students who fail the final examination on the second attempt shall be required to reattend the course in its entirety.

**§ 113-07 Refrigerating System Operating Engineer Training Courses**

- (a) Scope. This section sets forth the minimum hours of classroom instruction and topics required for Department accreditation of training courses for certificate of qualification for refrigerating system operating engineer.

(b) General Provisions

- (1) General accreditation requirements. Refrigerating system operating engineer training courses shall comply with the general training school accreditation procedures, standards and requirements set forth in R113-04.

(c) Required Hours and Topics of Instruction

- (1) Training courses shall, at a minimum, provide not less than 200 hours of instructional training, of which not less than 25 hours shall consist of practical skill exercise/hands-on demonstration in which each student must personally perform the functions set forth in R113-07(c)(2)(U).

- (2) Training courses shall provide instruction in the following topics:

- (A) Definitions and terminology  
 (1) British thermal unit  
 (2) Specific heat  
 (3) Latent heat  
 (4) Sensible heat  
 (5) Refrigeration effect  
 (6) Humidity  
 (7) Absolute zero  
 (B) Calculations with refrigeration formulas  
 (1) Refrigeration effect  
 (2) Compressor displacement/capacity  
 (3) Compression ratio  
 (4) Horsepower requirements  
 (5) Refrigerant circulation requirements  
 (C) Thermodynamics principles of refrigeration

(1) <u>Temperature scales</u>		<u>freon compressors</u>	<u>charges</u>
(2) <u>Nature of heat and heat flow</u>	(2) <u>Rotary</u>		(b) <u>Correct low and high-side operating pressure</u>
(a) <u>Conductors and insulators</u>	(3) <u>Centrifugal</u>		(c) <u>Use of gauge manifolds</u>
(3) <u>Effects of heat energy</u>	(a) <u>Hermetic and non-hermetic types</u>		(3) <u>Moisture</u>
(4) <u>Molecular theory of heat</u>	(b) <u>Capacity control</u>		(a) <u>Its effects</u>
(5) <u>Temperature and heat</u>			(b) <u>Removal of blotting and/or evacuation</u>
(6) <u>Pressure-temperature relationships</u>	(P) <u>Prime movers</u>		(c) <u>Use of desiccants and driers</u>
(7) <u>Physical changes of state</u>	(1) <u>Steam turbines</u>		(4) <u>System troubleshooting and diagnosis procedures</u>
(8) <u>Calculations for heat conduction</u>	(2) <u>Electric motors</u>		(5) <u>Leak repair and component replacement</u>
(D) <u>Basic refrigeration cycles</u>	(3) <u>Absorber generators</u>		(a) <u>Copper tubing-cut, bend, sweat and flare</u>
(E) <u>Absorption systems</u>	(a) <u>Steam powered</u>		(b) <u>Copper tubing and pipe, solder and braze</u>
(1) <u>Ammonia systems</u>	(b) <u>Direct fired-combustion principles</u>		(6) <u>Open type compressors</u>
(2) <u>Lithium bromide systems</u>	(Q) <u>Operation of valves and gauges</u>		(a) <u>Replace compressor valves and gaskets</u>
(3) <u>Purgers</u>	(R) <u>Refrigerating systems oils and lubrication</u>		(7) <u>Hermetic compressor-motor units</u>
(4) <u>Two stage steam absorption</u>	(1) <u>Qualities and characteristics</u>		(a) <u>Testing hermetic-motor units for grounds, shorts, open windings</u>
(F) <u>Steam jet and thermocouple systems</u>	(2) <u>Methods of compressor lubrication</u>		(b) <u>Testing power pack components-overload protectors, relays</u>
(G) <u>Compression systems</u>	(3) <u>Lubricating system components</u>		(c) <u>Testing wiring harnesses</u>
(H) <u>Multiple systems</u>	(a) <u>Filters</u>		
(1) <u>Cascade</u>	(b) <u>Pumps</u>		(d) <u>Course Administration and Completion</u>
(2) <u>Multi-temperature</u>	(S) <u>Secondary refrigerating systems</u>		(1) <u>The ratio of students to instructors in the practical skills exercise/hand-on demonstrations shall not exceed 8-to-1.</u>
(I) <u>Refrigerants</u>	(1) <u>Holdover tanks</u>		(2) <u>Students must attend at least 25 hours of practical skills exercise/hands-on demonstrations, and not less than 95% of other required instructional training, to be eligible to take the training course final written examination.</u>
(1) <u>Primary and secondary</u>	(2) <u>Congealing tanks</u>		
(2) <u>Qualities and properties</u>	(3) <u>Circulating pumps</u>		
(3) <u>Tables and data</u>	(4) <u>Operation and maintenance of brine system</u>		
(4) <u>CFC and environmental issues</u>	(5) <u>Significance of pH</u>		
(J) <u>Evaporators</u>	(T) <u>Regulatory and safety requirements</u>		
(K) <u>Metering devices and automatic controls</u>	(1) <u>Department permit and operator requirements, including FC606</u>		
(1) <u>High and low-side floats</u>	(2) <u>Building Code and Mechanical Code requirements, including ASHRAE Standard 15</u>		
(2) <u>Automatic expansion valves</u>	(3) <u>Clean Air Act Amendments and United States Environmental Protection Agency regulations</u>		
(3) <u>Thermostatic expansion valves</u>	(4) <u>OSHA regulations</u>		
(4) <u>Manual expansion valves</u>	(5) <u>Impact of Local Law Nos. 5 of 1973, 16 of 1984, 41 of 1978, 58 of 1987, 26 of 2004 and 26 of 2008 on the operation of refrigerating systems</u>		
(L) <u>Condensers</u>	(6) <u>Amendments to any of the foregoing</u>		
(1) <u>Construction and operation of air-cooled condensers</u>	(U) <u>Refrigerating system servicing (practical skills exercise/hands-on demonstrations)</u>		
(2) <u>Theory, operation and maintenance of water-cooled condensers</u>	(1) <u>Selection and use of tools for diagnosis and servicing</u>		
(M) <u>Receivers and accessories</u>	(a) <u>Gauges</u>		
(1) <u>Filters and driers</u>	(b) <u>Thermometers</u>		
(2) <u>Vibration isolators</u>	(c) <u>Charging containers</u>		
(3) <u>Distribution headers</u>	(d) <u>Vacuum pumps-system evacuation</u>		
(N) <u>Cooling towers, and spray ponds</u>	(2) <u>Charging and testing</u>		
(O) <u>Compressors</u>	(a) <u>Critical</u>		
(1) <u>Reciprocating</u>			
(a) <u>Open type</u>			
(b) <u>Serviceable and non-serviceable hermetic units</u>			
(c) <u>Vertical and horizontal ammonia compressors</u>			
(d) <u>High Speed</u>			

**§ 114-01 Certificates of License**

- (a) Scope. This section sets forth standards, requirements and procedures for issuance of certificates of license for the installation, alteration, testing and repair of automotive and marine liquid motor fuel storage and dispensing systems and flammable liquid and combustible liquid storage systems.
- (b) General Provisions
  - (1) Minimum qualifications and general requirements. Applicants for certificates of license shall meet the minimum qualifications and comply with the general requirements set forth in FC114 and this section. Holders of a certificate of license shall maintain all qualifications and comply with all requirements throughout the term of the certificate.
  - (2) Inspection of facilities
    - (A) All facilities maintained by certificate of license applicants and holders are subject to Department inspection. Such inspection may be conducted for any purpose related to the enforcement of the requirements of this section, including but not limited to verifying that the certificate of

license applicant possesses such facilities and specialized equipment as may be required to perform the duties of business or activity requiring the certificate of license.

(B) Facility inspections conducted in connection with original or renewal applications for a certificate of license shall be conducted at the expense of the applicant, based on the fees set forth in FC Appendix A, plus reasonable travel expenses for facilities located outside of New York City.

(3) Agent for receipt of process. All applicants and certificate of license holders shall designate an agent located in New York City who is authorized to receive process on behalf of the company. The agent's designation shall provide that the service of process upon him or her shall confer personal jurisdiction over the certificate of license holder in any judicial or administrative proceeding or action. This provision shall not be construed to limit the parties upon whom, or manner by which, service may be effected in accordance with applicable law.

(4) Change of contact information. All applicants and certificate holders are required to promptly notify the Department of any change in the applicant's or certificate holder's address, telephone number and other contact information, and such other information as the Department may require.

(c) General Qualifications. The Department will grant an original or renewal application for a certificate of license where the applicant possesses and satisfactorily demonstrates to the Department that the applicant or certificate holder possesses the following qualifications:

(1) A driver's license, passport, birth certificate or other proof satisfactory to the Department that the applicant satisfies the minimum age requirement set forth in FC114.4;

(2) sufficient knowledge and experience in the business or activity requiring the certificate of license to competently and safely engage in such business or activity;

(3) the integrity and fitness to be responsible for performing duties affecting public safety;

(4) qualified staff and sufficient equipment and facilities to competently and safely perform the business or activity requiring the certificate of license;

(5) maintenance of the liability insurance policy required by the Fire Code or rules; and

(6) for original applications filed on or after February 15, 2000, a high school diploma, or its educational equivalent, approved by a state's Department of Education, or an approved accrediting organization.

(d) Special Qualifications. In addition to general qualifications set forth in R114-01(c), applicants for certificates of license shall possess and satisfactorily demonstrate to the Department that the applicant possesses the following qualifications:

(1) Automotive and marine liquid motor fuel storage and dispensing systems.

(A) A minimum of three (3) years work experience in the installation, alteration, testing or repair of automotive or marine liquid motor fuel storage and dispensing systems in the five (5) year period prior to the date of filing of such application. Such experience shall have been obtained working under the general supervision of a holder of a certificate of license holder for automotive or marine liquid motor fuel storage and dispensing systems.

(2) Flammable liquid and combustible liquid storage systems.

(A) A certificate of license for automotive and marine liquid motor fuel storage and dispensing systems;

(B) A minimum of three (3) years work experience in the installation, alteration, testing or repair of automotive or marine liquid motor fuel storage

and dispensing systems in the five (5) year period prior to the date of filing of such application. Such experience shall have been obtained working under the general supervision of a holder of a certificate of license holder for automotive or marine liquid motor fuel storage and dispensing systems; or

(C) A minimum of three (3) years work experience in the installation, alteration, testing or repair of flammable liquid and combustible liquid storage systems in the five (5) year period prior to the date of filing of such application.

(e) General Application Requirements. Applicants for a certificate of license shall submit all information and documentation necessary or appropriate to establish their eligibility for issuance of such certificate in accordance with FC115 and this section.

(1) Application forms and information. Information relating to certificate of license requirements and application procedures, including application forms, may be obtained from the Department's web site, www.nyc.gov/fdny, and from the Licensing Unit of the Bureau of Fire Prevention, Fire Department Headquarters, 9 MetroTech Center, 1st Floor, Brooklyn, NY 11201-3857.

(2) Submission. Original applications for certificates of license shall be filed in person with the Licensing Unit of the Bureau of Fire Prevention. Renewal certificate applications may be filed in person or by mail, except as may be otherwise specified by the Department.

(3) Incomplete applications. The Department reserves the right not to accept for filing any application that is incomplete or otherwise deficient, including any application that is submitted without the required supporting documentation or application fee. The Department will provide the applicant notice of any application that is not accepted, and, except for applications determined to be fraudulent, shall afford the applicant a reasonable time to correct or supplement such application. Original applications not corrected or supplemented within 30 days of being notified will be deemed abandoned.

(4) Examination. Applicants for an original certificate of license must obtain a passing score on the applicable examination administered by the Department.

(5) Identification. Applicants for an original certificate of license shall provide two (2) pieces of picture identification satisfactory to the Department, such as a driver's license, passport or employee identification card. The Department reserves the right to require additional identification.

(6) Photographs. All applicants for an original certificate of license will be photographed by the Department for identification purposes. The Department may require a certificate of license holder filing for renewal of their certificate to report to the Department to be photographed. Failure to comply with such a notice constitutes grounds for non-renewal of the certificate. In lieu of, or in addition to, such photographs, the Department may require submission of two passport-size photographs in connection with an original or renewal certificate of license application.

(7) Fees. Application fees relating to certificates of license shall be as set forth in FC Appendix A or the rules. Except as otherwise authorized by the Department, fees shall be paid in cash, check or money order payable to the "New York City Fire Department."

(8) Applicants delinquent on child support payments. In accordance with the United States Social Security Act, 42 USC §666(a)(13), and New York State General Obligations Law §3-503, applications for original or renewal certificates of license will be reviewed for compliance of its principals and officers with child support obligations and will be denied when required by such laws when one (1) or more of such principals or officers has been identified by the Office of Child Support Enforcement of the New York City Human Resources Administration (or any successor agency) as delinquent

on child support payments. The principals and officers of applicants for certificates of license will be required to disclose their social security numbers for purposes of such review.

(9) Original applications. Applications for a certificate of license shall include the following information and documentation, and such other information and documentation as the Department may require:

(A) The applicant's prior experience in the business or activity requiring the certificate of license, including the names and addresses of all companies with which such applicant has been employed or otherwise affiliated in the five-year period prior to the date of filing;

(B) A list of all federal, state, or local licenses or certificates issued to the applicant in the five-year period prior to the date of filing that authorize the applicant to engage in the business or activity requiring the certificate of license, or similar business or activity. A copy of each such license and certificate shall be included with the application;

(C) A list of its offices, facilities and any specialized equipment required to engage in the business or activity requiring the certificate of license;

(D) A copy of any and all violations, judgments, convictions and penalties issued to or entered against the applicant, in the five-year period prior the date of filing, relating to the business or activity requiring the certificate of license, or similar business or activity; or relating to the offering or receiving of a bribe or unlawful gratuity. A copy of the charges, pleadings, adjudications and certificates of disposition from any such civil or criminal proceeding shall be included with the application; and

(E) A list of any permits issued to the applicant, including the Department account numbers.

(F) The name, address and contact information for the agent for receipt of process required by R114-01(b)(3).

(10) Renewal applications. Renewal applications shall disclose any changes in the certificates of license holders, offices and facilities, and permits; disclose any violations, judgments, criminal convictions and penalties since the last date of filing; and include a copy of all current licenses and certificates.

(f) Examinations

(1) All written examinations will be administered by the Licensing Unit of the Bureau of Fire Prevention at Fire Department Headquarters, except as may be otherwise specified by the Department in the notice of examination or other appropriate notice.

(2) All examinations will be conducted in the English language.

(3) The subject matter of an examination, and, for any numerically-graded certificate examination, the passing grade, shall be as set forth on the Department's notice of examination. The passing grade shall be set at 70% unless otherwise specified in such notice of examination.

(4) An applicant will be provided written notice of his or her examination grade.

(5) An applicant who fails to obtain a passing grade on a written examination may re-take the examination, subject to the availability of Department resources and appointments. The required fee must be paid by the applicant each time he or she is administered an examination.

(g) General Insurance Requirements

(1) Except as may be otherwise required by the Fire Code or the rules, applicants for, and holders of, a certificate of license shall maintain a liability insurance policy in an

amount not less than five hundred thousand dollars (\$500,000), issued by an approved insurance company that is licensed to do business in New York State and has a A.M. Best rating of A- or better. Employees of city agencies that require such certificate in connection with their official city duties and responsibilities shall be exempt from maintaining such liability insurance policy.

- (2) Such liability policy shall provide insurance coverage in the event of any death, injury, damage or other loss to persons or property by reason of the business or activity requiring the certificate of license. Such coverage shall be at least as broad as that set forth in the most recent edition of ISO Form CG 0001, and shall include completed operations.
- (3) The Department may relieve the holder of a certificate of license of the obligation to maintain the liability insurance policy required by this section if the certificate holder makes a written request to the Department to place its certificate of license in "Not in Use" (inactive) status, and the Department grants such request. The holder of the certificate of license shall not engage in any business or activity requiring the certificate of license while its certificate is in such "Not in Use" status, and shall not resume any such business or activity unless and until a written request has been made to the Department to restore such certificate of license to active status, together with proof of compliance with the liability insurance policy required by the Fire Code, the rules or this section, and the certificate is restored by the Department to active status.
- (h) Misconduct. In addition to any other penalties provided by law, misconduct on the part of an applicant or holder of a certificate of license shall be grounds for denial, non-renewal, suspension or revocation of a certificate of license. Such misconduct includes, but is not limited to:
- (1) the failure of a holder of a certificate of license to properly discharge the duties of such certificate, including failing to properly supervise the work being conducted such certificate;
- (2) any false and fraudulent conduct in connection with an application for a certificate of license or the duties of a certificate of license holder, including:
- (A) any false or fraudulent statement or submission; and
- (B) any unauthorized alteration or use of a certificate of license or possession of any fraudulent certificate of license; and
- (C) cheating on an examination; and
- (D) impersonating another or allowing oneself to be impersonated;
- (3) any other unlawful or unsafe conduct that bears on the integrity or reliability of an applicant or certificate of license holder;
- (4) the failure to maintain the liability insurance policy required by the Fire Code, this section or the rules;
- (5) the failure to promptly notify the Department of any change in the designated agent for receipt of process, pursuant to R114-01(b)(3), or applicant's or certificate holder's contact information, or any other notification required pursuant to R114-01(b)(4); or
- (6) compromising the integrity or confidentiality of a Department examination.

#### § 115-01 Company Certificates

- (a) Scope. This section sets forth standards, requirements and procedures for issuance of company certificates, including *blasting contractor, central station, commercial cooking exhaust system servicing, fireworks contractor, fumigation and thermal insecticidal fogging operation, portable fire extinguisher sales, portable fire extinguisher servicing, pyrotechnic supplier and smoke detector maintenance company certificates*
- (b) General Provisions
- (1) Minimum qualifications and general requirements. Applicants for company certificates shall meet the minimum qualifications and comply with the general requirements set forth in FC115

and this section. Companies to which a company certificate has been issued, their principals and officers, shall maintain all qualifications and comply with all requirements throughout the term of the certificate.

- (2) Inspection of facilities
- (A) All facilities maintained by company certificate applicants and holders are subject to Department inspection. Such inspection may be conducted for any purpose related to the enforcement of the requirements of this section, including but not limited to verifying that the company possesses such facilities and specialized equipment as may be required to perform the duties of business or activity requiring the company certificate.
- (B) Facility inspections conducted in connection with original or renewal applications for a company certificate shall be conducted at the expense of the applicant, based on the fees set forth in FC Appendix A, plus reasonable travel expenses for facilities located outside of New York City.
- (3) Agent for receipt of process. All applicants and certificate holders shall designate an agent located in New York City who is authorized to receive process on behalf of the company. The agent's designation shall provide that the service of process upon him or her shall confer personal jurisdiction over the company in any judicial or administrative proceeding or action. This provision shall not be construed to limit the parties upon whom, or manner by which, service may be effected in accordance with applicable law.
- (4) Change of contact information. All applicants and certificate holders are required to promptly notify the Department of any change in the applicant's or certificate holder's address, telephone number and other contact information, and such other information as the Department may require.
- (c) General Qualifications. The Department will grant an original or renewal application for a company certificate where the applicant possesses and satisfactorily demonstrates to the Department that the company, its principals and officers, possess the following qualifications:
- (1) sufficient knowledge and experience in the business or activity requiring the company certificate to competently and safely engage in such business or activity, including one (1) or more principals or officers holding a certificate of fitness for such business or activity, where such certificate of fitness is required by the Fire Code or rules;
- (2) the integrity and fitness to be responsible for performing duties affecting public safety;
- (3) qualified staff and sufficient equipment and facilities to competently and safely perform the business or activity requiring the company certificate, including, where the company certificate is for the servicing of equipment, the manufacturer's servicing manuals; and
- (4) maintenance of the liability insurance policy required by the Fire Code or rules.
- (d) Special Qualifications. In addition to general qualifications set forth in R115-01(c), applicants for the following company certificates shall possess and satisfactorily demonstrate to the Department that the company, its principals and officers, possess the following qualifications:

- (1) Blasting contractor certificates
- (A) The company shall possess all licenses and other approvals required by the Bureau of Alcohol, Tobacco, Firearms and Explosives of the United States Department of Justice.
- (B) One (1) or more principals or officers of the company shall hold a certificate of fitness for blasting operations, or a certificate of fitness for blasting assistant, except, where the company only conducts blasting operations involving five (5) pounds or less of explosives, one

(1) or more principals or officers may, in lieu of holding such certificate, have a minimum of two (2) years' experience in construction activities involving blasting operations.

- (2) Central station certificate of operation.
- (A) The central station company shall have been listed or otherwise shall have been approved by a nationally-recognized testing laboratory as a central station, or equivalent.
- (3) Fireworks contractor certificates
- (A) One (1) or more principals or officers of the company shall hold a certificate of fitness for fireworks displays.
- (B) One (1) or more principals or officers of the company shall have a minimum of two (2) years' experience in conducting legal fireworks displays.
- (4) Fumigation and thermal insecticidal fogging operations company certificates
- (A) One (1) or more principals or officers of the company shall have a minimum of two (2) years' experience in fumigation and thermal insecticidal fogging operations.
- (5) Portable fire extinguisher sales company certificates
- (A) One (1) or more principals or officers of the company shall hold a certificate of fitness for portable fire extinguisher sales.
- (6) Portable fire extinguisher servicing company certificates
- (A) One (1) or more principals or officers of the company shall have a minimum of two (2) years' experience in portable fire extinguisher servicing and hold a certificate of fitness for portable fire extinguisher servicing.
- (B) The company shall possess the tools, materials, equipment, facilities and servicing manuals specified in Chapter 7 of NFPA 10 to service portable fire extinguishers.
- (7) Smoke detector maintenance company certificates
- (A) The company is listed as a fire alarm service organization by a national testing laboratory, or is an authorized smoke detector service company for a smoke detector manufacturer.
- (B) One (1) or more principals or officers of the company holds a license to engage in the business of installing, servicing and maintaining fire alarm systems, issued by the New York Secretary of State pursuant to Article 6-D of the New York State General Business Law, or is a master electrician licensed by the Department of Buildings and registered with the New York Secretary of State in accordance with such Article 6-D.
- (C) One (1) or more principals or officers of the company has received Level II certification in fire alarm systems from the National Institute for Certification in Engineering Technologies (NICET).

- (e) General Application Requirements. Applicants for a company certificate shall submit all information and documentation necessary or appropriate to establish their eligibility for issuance of such certificate in accordance with FC115, this section and the rules.
- (1) Application forms and information. Information relating to company certificate requirements and application procedures, including application forms, may be obtained from the Department's web site, [www.nyc.gov/fdny](http://www.nyc.gov/fdny), and from the Licensing Unit of the Bureau of Fire Prevention, Fire Department Headquarters, 9 MetroTech Center, 1st Floor, Brooklyn, NY 11201-3857.

- (2) Submission of applications. Original *applications* for company certificates shall be filed in person with the Licensing Unit of the *Bureau of Fire Prevention*. Renewal certificate *applications* may be filed in person or by mail, except as may be otherwise specified by the *Department*.
- (3) Incomplete applications. The *Department* reserves the right not to accept for filing any *application* that is incomplete or otherwise deficient, including any *application* that is submitted without the required supporting documentation or *application* fee. The *Department* will provide the applicant notice of any *application* that is not accepted, and, except for *applications* determined to be fraudulent, shall afford the applicant a reasonable time to correct or supplement such *application*. Original *applications* not corrected or supplemented within 30 days of being notified will be deemed abandoned.
- (4) Identification. Applicants for an original company certificate shall provide two (2) pieces of picture identification satisfactory to the *Department*, such as a driver's license, passport or employee identification card. The *Department* reserves the right to require additional identification.
- (5) Photographs. All applicants for an original company certificate will be photographed by the *Department* for identification purposes. The *Department* may require a company certificate holder filing for renewal of their certificate to report to the *Department* to be photographed. Failure to comply with such a notice constitutes grounds for non-renewal of the certificate. In lieu of, or in addition to, such photographs, the *Department* may require submission of two passport-size photographs in connection with an original or renewal company certificate *application*.
- (6) Fees. *Application* fees relating to company certificates shall be as set forth in FC Appendix A and the *rules*. Except as otherwise authorized by the *Department*, fees shall be paid in cash, check or money order payable to the "New York City Fire Department."
- (7) Applicants delinquent on child support payments. In accordance with the United States Social Security Act, 42 USC §666(a)(13), and New York State General Obligations Law §3-503, *applications* for original or renewal company certificates will be reviewed for compliance of its principals and officers with child support obligations and will be denied when required by such laws when one (1) or more of such principals or officers has been identified by the Office of Child Support Enforcement of the New York City Human Resources Administration (or any successor agency) as delinquent on child support payments. The principals and officers of applicants for company certificates will be required to disclose their social security numbers for purposes of such review.
- (8) Original applications. *Applications* for a company certificate shall include the following information and documentation, and such other information and documentation as the *Department* may require:
- (A) A list of all principals and officers of the company, and their prior experience in the business or activity requiring the company certificate, including the names and addresses of all companies with which such principals and officers have been employed or otherwise affiliated in the five-year period prior to the date of filing;
- (B) A list of all federal, state, or local licenses or certificates issued to such company, its principals or officers, in the five-year period prior to the date of filing, that authorize such company or its principals or officers to engage in the business or activity requiring the company certificate, or similar business or activity. A copy of each such license and certificate shall be included with the *application*;
- (C) A list of its offices, *facilities* and any specialized equipment required to engage in the business or activity requiring the company certificate;
- (D) A roster of the *certificate of fitness* holders who will be working under the company certificate, including their names and *certificate of fitness* numbers;
- (E) A copy of any and all violations, judgments, convictions and penalties issued to or entered against the company, its principals and officers, in the five-year period prior to the date of filing relating to the business or activity requiring the company certificate, or similar business or activity, or relating to the offering or receiving of a bribe or unlawful gratuity. A copy of the charges, pleadings, adjudications and certificates of disposition from any such civil or criminal proceeding shall be included with the *application*;
- (F) A list of any *permits* issued to the company, its principals or officers, including the *Department* account numbers; and
- (G) The name, address and contact information for the agent for receipt of process required by R115-01(b)(3).
- (9) Renewal applications. Renewal *applications* shall disclose any changes in the company's principals and officers, offices and *facilities*, roster of *certificate of fitness* holders, and *permits*; disclose any violations, judgments, criminal convictions and penalties since the last date of filing; and include a copy of all current licenses and certificates.
- (f) Special Application Requirements. In addition to the general *application* requirements set forth in R115-01(e), *applications* for the following company certificates shall include the following information and documentation:
- (1) Central station certificates of operation. Applicants for such a company certificate shall include a copy of the listing or approval required by R115-01(d)(2)
- (2) Fireworks contractor certificates. *Application* for such a company certificate shall include a list of the *fireworks displays* conducted by the company, its principals or officers, in the three-year period prior to the date of filing, setting forth the date and location of such *fireworks displays*, and the number and types of fireworks discharged, including proof satisfactory to the *Department* that the company, its principals or officers, have safely conducted *fireworks displays* in urban or other confined settings comparable to those found in New York City;
- (3) Portable fire extinguisher servicing company certificates. *Application* for such a company certificate shall include a list of any other *portable fire extinguisher servicing company certificate* holders that will be performing services on behalf of the applicant in connection with the servicing of portable fire extinguishers, including a copy of the written agreement between such companies.
- (g) General Insurance Requirements
- (A) Except as may be otherwise required by the Fire Code or the *rules*, applicants for, and holders of, a company certificate shall maintain a liability insurance policy in an amount not less than five hundred thousand dollars (\$500,000), issued by an *approved* insurance company that is licensed to do business in New York State and has an A.M. Best rating of A- or better.
- (B) Such liability policy shall provide insurance coverage in the event of any death, injury, damage or other loss to persons or property arising from the conduct of the business or activity requiring the company certificate. Such coverage shall be at least as broad as that set forth in the most recent edition of ISO Form CG 0001, and shall include completed operations.
- (C) The *Department* may relieve the holder of a company certificate of the obligation to maintain the liability insurance policy required by this section if the certificate holder makes a written request to the *Department* to place its company certificate in "Not in Use" (inactive) status, and the *Department* grants such request. The holder of the company certificate shall not engage in any business or activity requiring the company certificate while its certificate is in such "Not in Use" status, and shall not resume any such business or activity unless and until a written request has been made to the *Department* to restore such company certificate to active status, together with proof of compliance with the liability insurance policy required by the Fire Code, the *rules* or this section, and the certificate is restored by the *Department* to active status.
- (h) Special Insurance Requirements. In addition to the general insurance requirements set forth in R115-01(g), applicants for, and holders of, the following company certificates shall comply with the following insurance requirements:
- (1) Blasting contractor certificates. Applicants for, and holders of, *blasting contractor certificates* shall maintain a liability insurance policy in an amount not less than five million dollars (\$5,000,000). Such insurance policy shall name the City of New York and the New York City Fire Department as additional insured parties, provide that the limit of coverage applicable to the named insured is equally applicable to the additional insured parties, and shall provide for notice to the *Department* at least thirty (30) days prior to any cancellation or termination of such policy. Such insurance policy shall provide coverage at least as broad as set forth in the most recent edition of ISO Forms CG 2012 or CG 2026.
- (2) Fireworks contractor certificates. Applicants for, and holders of, *fireworks contractor certificates* shall maintain a liability insurance policy in an amount not less than two million dollars (\$2,000,000). Such insurance policy shall name the City of New York and the New York City Fire Department as additional insured parties, provide that the limit of coverage applicable to the named insured is equally applicable to the additional insured parties, and shall provide for notice to the *Department* at least thirty (30) days prior to any cancellation or termination of such policy. Such insurance policy shall provide coverage at least as broad as set forth in the most recent edition of ISO Forms CG 2012 or CG 2026.
- (i) Misconduct. In addition to any other penalties provided by law, misconduct on the part of a company that is applying for, or holds, a company certificate, and/or its principals or officers, shall be grounds for denial, non-renewal, suspension or revocation of a company certificate, and/or any other *Department* certificates held by the principals or officers of the company. Such misconduct includes, but is not limited to:
- (1) the failure of a holder of a company certificate, its principals or officers, to properly discharge the duties of such certificate, including failing to properly supervise the work being conducted such certificate;
- (2) any false and fraudulent conduct in connection with an *application* for a company certificate or the duties of a company certificate holder, including:
- (A) any false or fraudulent statement or submission; and
- (B) any unauthorized alteration or use of a company certificate or possession of any fraudulent company certificate;
- (3) any other unlawful or unsafe conduct that bears on the integrity or reliability of an applicant or company certificate holder, its principals or officers;
- (4) the failure to maintain the liability insurance policy required by the Fire Code or the *rules*;
- (5) the failure to obtain or maintain any license or other approval required by a federal, state or City agency to engage in the business or activity requiring the company certificate;
- (6) the failure to promptly notify the *Department* of any change in the designated agent for receipt of process, pursuant to R115-01(b)(3), or applicant's or certificate holder's contact information, or any other notification required pursuant to R115-01(b)(4);
- (7) misrepresenting the company, its principals, officers or employees, to be *Department* officials, employees or agents, including representing that the company,

its principals, officers or employees, possess the authority to enforce the Fire Code or the rules, or wearing the uniform or insignia of the Department or similar attire or insignia that may mislead the public; or

- (8) with respect to portable fire extinguisher sales company certificates required for persons engaged in the business of selling portable fire extinguishers door-to-door, to sell, offer for sale or otherwise provide to the owner of buildings or businesses, for use on their premises, any portable fire extinguisher for a particular occupancy or use, when such portable fire extinguisher is no longer approved for such occupancy or use and/or would not be in compliance with the portable fire extinguisher requirements for such occupancy or use set forth in the Fire Code or the rules.

#### § 116-01 Expeditor Registration

(a) Scope. This section sets forth standards, requirements and procedures for the registration of expeditors pursuant to FC116.

(b) General Provisions

- (1) General requirements. Expeditors shall register in compliance with the requirements of FC116 and this section.
- (2) Time for registration. Expeditors shall register at least two (2) weeks prior to engaging in expediting activities regulated by FC116.
- (3) Change of contact information. All registrants are required to promptly notify the Department of any change in the registrant's address, telephone number and other contact information, and such other information as the Department may require.

(c) Registration Standards. The Department will register an expeditor for the purposes of FC116 where the expeditor possesses and satisfactorily demonstrates to the Department that he or she possesses the integrity and fitness to engage in the submission, filing, requesting, negotiating or otherwise seeking approval of applications for issuance of permits, design and installation documents and other Department approvals, given that such approvals affect public safety.

(d) Registration Requirements

- (1) Registration forms and information. Information relating to expeditor registration requirements and procedures, including registration forms, may be obtained from the Department's web site, [www.nyc.gov/fdny](http://www.nyc.gov/fdny), and from the Licensing Unit of the Bureau of Fire Prevention, Fire Department Headquarters, 9 MetroTech Center, 1st Floor, Brooklyn, NY 11201-3857.
- (2) Submission. Expeditor registrations shall be filed in person with the Licensing Unit of the Bureau of Fire Prevention. Renewal registrations may be filed in person or by mail, except as may be otherwise specified by the Department.
- (3) Incomplete registration forms. The Department reserves the right not to accept for filing any registration form that is incomplete or otherwise deficient, including any registration form that is submitted without the required supporting documentation or registration fee. The Department will provide an expeditor notice of any registration that is not accepted, and, except for registrations determined to be fraudulent, shall afford the expeditor a reasonable time to correct or supplement such registration. Original registration forms not corrected or supplemented within 30 days of being notified will be deemed abandoned.
- (4) Identification. Expeditors seeking to file an original registration form shall provide two (2) pieces of picture identification satisfactory to the Department, such as a driver's license, passport or employee identification card. The Department reserves the right to require additional identification.
- (5) Photographs. All expeditors filing an original registration form will be photographed by the Department for identification purposes. The Department may require an expeditor filing for renewal of their registration to report to the Department to be photographed. Failure to comply with such a notice constitutes grounds for non-renewal of the registration. In lieu of, or in addition to, such photographs, the Department may require submission of two passport-size

photographs in connection with an original or renewal registration form.

(6) Fees. Expeditor registration fees shall be as set forth in FC Appendix A or the rules. Except as otherwise authorized by the Department, fees shall be paid in cash, check or money order payable to the "New York City Fire Department."

(7) Expeditor registrants delinquent on child support payments. In accordance with the United States Social Security Act, 42 USC §666(a)(13), and New York State General Obligations Law §3-503, expeditor registrations will be reviewed for compliance with child support obligations and will be denied when required by such laws when the registrant has been identified by the Office of Child Support Enforcement of the New York City Human Resources Administration (or any successor agency) as delinquent on child support payments. Expeditors will be required to disclose their social security numbers on their registration forms for purposes of such review.

(8) Original registrations. Expeditors seeking to register with the Department shall submit the following information and documentation, and such other information and documentation as the Department may require:

(A) A resume or other documentation indicating prior experience as an expeditor in connection with matters before the Department or other federal, state or local governments, including the names and addresses of any employers;

(B) A list of all federal, state, or local licenses or certificates issued to such company, its principals or officers, in the five-year period prior to the date of filing, that authorize the expeditor to engage in a profession, business or other regulated activity. A copy of each such license and certificate shall be included with the registration; and

(C) A copy of any and all violations, judgments, convictions and penalties issued to or entered against the registrant in the five-year period prior the date of filing, in connection with his or her expediting business and activity, any business or activity regulated by the Department, or the offering or receiving of a bribe or unlawful gratuity. A copy of the charges, pleadings, adjudications and certificates of disposition from any such civil or criminal proceeding shall be included with the application.

(9) Renewal registrations. Renewal applications shall disclose any changes in the company's principals and managers; disclose any violations, judgments, criminal convictions and penalties since the last date of registration; and include a copy of all current licenses and certificates.

(e) Misconduct. In addition to any other penalties provided by law, misconduct on the part of an expeditor shall be grounds for non-acceptance, non-renewal, suspension or revocation of registration. Such misconduct includes, but is not limited to:

(1) any false or fraudulent conduct in connection with registration as an expeditor, including:

(A) any false or fraudulent statement or submission; and

(B) any unauthorized alteration or use of a certificate or possession of any fraudulent certificate;

(2) any false or fraudulent conduct in connection with an application for a permit, approval of a design or installation document, or other Department approval, including but not limited to:

(A) any false statement or submission;

(B) knowingly or negligently misleading or failing to disclose facts material to the determination of any such application;

(C) impersonating another or allowing oneself to be impersonated.

(3) the destruction or removal from Department premises of official Department records or other Department property;

(4) the offer or receipt of a bribe or unlawful gratuity, or any other unlawful conduct that bears on the integrity of the expeditor;

(5) the failure to report any conviction of a criminal offense relating to false or fraudulent submissions to any governmental agency, the offering or receiving of a bribe or unlawful gratuity, or in connection with the registrant's expediting business or activity;

(6) the provision of assistance or other participation in the misconduct of any other individual, including individuals exempt from expeditor registration requirements pursuant to FC116.1, in relation to any application to, or other dealings with, the Department; and

(7) the failure to promptly notify the Department of any change in the registrant's contact information, or an other notification required pursuant to R116-01(b)(2).

#### STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 1 (ADMINISTRATION):

Chapter 1 of the rules sets forth standards, requirements and procedures for the implementation of the administrative provisions of FC Chapter 1.

The chapter includes a new section (R102-01) implementing the provisions of FC102.3 with respect to facilities and conditions which were lawfully existing on July 1, 2008, the effective date of the Fire Code, and which, pursuant to FC102.3, in part may be continued in compliance with laws, rules, regulations and permit conditions pre-dating the Fire Code. The section sets forth how such "pre-existing" facilities and conditions are to comply with the Fire Code and prior provisions of law, and sets forth the manner in which the provisions of the New York City Fire Prevention Code and existing Fire Department rules in effect on June 30, 2008, are consolidated in Chapter 48 of the rules.

The chapter includes a new section (R104-01) that, pursuant to the authority granted by FC104.1 and 104.4, sets forth a mechanism by which persons aggrieved by any Fire Department notice, order, violation or other determination may appeal such determination and obtain a final agency determination as to the validity thereof, insofar as it relates to the interpretation or modification of the Fire Code, the rules, or other law, rule or regulation enforced by the Fire Department.

The Fire Department has reserved a section for promulgation of a rule implementing the professional certification provisions of FC104.2.1. The content of such rule will be promulgated in a future rulemaking.

The chapter includes sections relating to the disposal of contraband (R104-03) and procedures for applying for a modification (R104-04) that clarify or set forth more fully existing standards, requirements and procedures with respect to such matters, consistent with the provisions of FC104.5.1 and FC104.8. The contraband section differs from the former rule (3 RCNY §42-01), which relates to the disposal of compressed gas cylinders, by extending the disposal procedures to other types of contraband. The modification section differs from the former rules by consolidating the modification provisions previously set forth in various sections of the rules.

The chapter includes a section (R109-01) setting forth provisions relating to the certification of correction and stipulation procedures for Fire Department violations returnable before the New York City Environmental Control Board, and a rule (R109-02) consolidating Fire Code and other Administrative Code provisions for enforcement purposes. Section 109-02, formerly 3 RCNY §16-03, was separately promulgated and adopted, and is being included in this promulgation for informational purposes only. The provisions of R109-01 are found in former rule 3 RCNY §16-02.

The chapter includes a section (R112-01) governing the issuance of certificates of approval, which identifies the types of articles, equipments and devices that are required to obtain such a certificate, including those newly regulated by the Fire Code. Such section differs from former rule (3 RCNY §9-03) in revoking the approval of fire escape window gates previously approved by the New York City Board of Standards and Appeals.

The chapter includes sections governing the issuance of the various types of Fire Department licenses (including certificates of fitness, certificates of qualification, certificates of license and company certificates), and the accreditation of training schools that prepare applicants for such certificates. The rules clarify or set forth more fully existing standards, requirements and procedures for issuance of such licenses and approvals, consistent with the provisions of FC113, 114 and 115. The sections differ from former rules (3 RCNY §§6-01, 6-02, 9-01, 9-05, 9-06, 9-07 and 9-08), in setting forth for all categories of certificates and accreditations acts and omissions constituting misconduct on the part of the certificate applicant or holder. These provisions are found in former rule 3 RCNY §9-01.

The chapter includes a new section (R116-01) setting forth standards, requirements and procedures for the registration of expeditors, consistent with the provisions of FC116.

Pursuant to FC102.2.2, expeditors currently engaging in expediting activities newly regulated by the Fire Code must register with the Department by July 1, 2009,

Section 3. A new Chapter 2 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

**CHAPTER 2  
DEFINITIONS**

§201 Reserved  
§202-01 Definitions

**§ 202-01 Definitions**

(a) Scope. This section sets forth or references definitions for terms used in the *rules*.

(b) General Provisions

(1) Terms defined in the Fire Code. Unless otherwise expressly stated, terms used in the *rules* that are defined in the Fire Code shall have the meanings ascribed to them in the Fire Code definitions.

(2) Terms defined in the rules. Unless otherwise expressly stated, terms used in the *rules* shall have the meanings ascribed to them in the definitions set forth in this section or in the other sections of the *rules* referenced in this section.

(3) Other words and terms. Words and terms other than defined terms shall be interpreted in accordance with the provisions of FC201.

(4) Identification of defined terms. Terms defined in the Fire Code or the *rules* appear in the *rules* in *italics*.

(5) Identification of rule sections. A capital letter "R" preceding any number in the *rules*, e.g., R201-01(b), shall indicate that reference is being made to a section of the *rules* or subdivision thereof.

(c) Definitions

**Bureau of Fire Prevention.** Bureau of Fire Prevention of the New York City Fire Department.

**Department of Buildings.** New York City Department of Buildings.

**Department of Consumer Affairs.** New York City Department of Consumer Affairs.

**ECB.** See R109-01(b).

**Natural gas.** A mixture of hydrocarbon gases and vapors, consisting principally of methane in gaseous form.

**Notice of disposal.** See R104-03(b).

**Notice of seizure.** See R104-03(b).

**Notice of violation.** See R109-01(b).

**OSHA.** Occupational Safety and Health Administration of the United States Department of Labor.

**Piped natural gas.** *Natural gas* supplied by means of piping connected to a public utility distribution system.

**Plumber.** A licensed master plumber, as that term is defined by the *Building Code*, or a person working under the direct and continuing supervision of a licensed master plumber, as authorized by said code.

**Pre-existing (facility or condition).** See R102-01(b).

**psi.** Pounds per square inch.

**psig.** Pounds per square inch gauge.

**Window/egress gate.** See R1025-01(b).

STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 2 (DEFINITIONS):

The chapter includes a new section (R202-01) that organizes terms defined in the rules in a manner similar to Chapter 2 of the Fire Code. The list of defined terms in R202-01(c) will be amended as new rules with defined terms are promulgated.

Section 4. A new Chapter 8 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

**CHAPTER 8  
INTERIOR FURNISHINGS, DECORATIONS AND SCENERY**

§801-804 Reserved  
§805-01 Flame-Resistant Decorations  
§806 Reserved

**§ 805-01 Flame-Resistant Decorations**

(a) Scope. This section sets forth the standards, requirements and procedures for the testing and certification of flame-resistant *decorations*.

(b) General Provisions

(1) Applicability. The requirements of this section apply to *decorations* in any *Group A, E, I, M occupancy*, any common area in a *Group R-1, R-2 and B occupancy*, and any building or indoor space used as a public gathering place, other than guest rooms in hotels and motels, private offices in commercial buildings, and houses of worship.

(2) Prohibition. It shall be unlawful to install or maintain in any *premises* subject to this section any *decoration* that is not of a *flame-resistant material*.

(3) Supervision. The treating of a *decoration* with a chemical compound to impart flame resistance shall be conducted by or under the *personal supervision* of a *certificate of fitness* holder.

(4) Affidavit of flame resistance. It shall be unlawful to install or maintain any *decoration* in any *premises* subject to this section unless an affidavit of flame resistance for such *decoration* has been filed with the *Department* in compliance with the requirements of this section.

(c) Testing of Flame-Resistant Materials. *Decorations* that are treated with a flame-retardant chemical to render them flame-resistant may be subject to a field flame test by *Department* representative at any time as set forth in this section.

(1) The material should be tested using a sample that is dry and, unless impracticable, approximately one and one-half (1½) inches wide by four (4) inches long.

(2) The flame test shall be performed in a draft-free, safe location, outdoors where practicable, and within ten (10) feet of a portable fire extinguisher with at least a 2-A rating.

(3) The sample shall be suspended (preferably with tongs) with the long axis vertical. The flame from a common wood match shall be applied to the center of the bottom edge of the sample for 12 seconds.

(4) The sample shall be deemed to be satisfactorily flame-resistant only when:

(A) the flaming does not spread rapidly over the sample;

(B) the sample does not continue to burn for more than two (2) seconds after the match has been withdrawn; and

(C) the flaming material does not break or drip from the sample and continue to burn.

(d) Affidavit of Flame-Retardant Treatment

(1) The *owner* of any *premises* in which there is any *decoration* that is required to be subjected to a *flame-retardant treatment* shall, in accordance with the requirements of this section, file with the *Department* an affidavit of *flame-retardant treatment* for each such *decoration*.

(2) A *decoration* that is not inherently flame-resistant shall be subjected to a *flame-retardant treatment*:

(A) before being installed in the *premises*;

(B) after each washing, dry cleaning, ironing or sewing of the *decoration*, or other processing of the *decoration* that might impair the effectiveness of its flame resistance, unless otherwise provided in the *certificate of approval* for such *flame-retardant treatment*;

(C) at the end of the time period following each *flame-retardant treatment* that the manufacturer of the flame-retardant chemical warrants that the *flame-retardant treatment* will be effective, but in no case more than three (3) years from the date of the last affidavit of *flame-retardant treatment* filed with the *Department*; and

(D) any time the *flame-resistant material* fails to pass a field flame test conducted in accordance with the requirements of R805-01(c).

(3) The *owner* of the *premises* shall obtain from the person who performed the *flame-*

*retardant treatment* an affidavit of such *flame-retardant treatment* that meets the requirements of R805-01(d)(4). Such *owner* shall file such affidavit with the *Department* in accordance with the requirements of R805-01(d)(5), and shall maintain on the *premises* for inspection by any *Department* representative a copy of such affidavit and a record of each washing or dry cleaning of the *decoration*, or other processing of the *decoration* that might impair the effectiveness of its flame resistance.

(4) An affidavit executed by the person who performed or personally supervised the *flame-retardant treatment* and the testing of the *flame-resistant material* shall contain the following information:

(A) the name of the affiant, and the number and expiration date of his or her *certificate of fitness* for *flame-retardant treatment*;

(B) the date of the treatment and/or testing;

(C) the name of the manufacturer of the flame-retardant chemical, its trade name and its Certificate of Approval number;

(D) a detailed description of the materials treated and a statement indicating that the *flame-retardant treatment* used has been approved under the *certificate of approval* for the materials treated;

(E) the period of time that the manufacturer of the flame-retardant chemical warrants that the material's flame resistance will be effective; and

(F) the affiant's certification that the material, and the *flame-retardant treatment* comply with R805-01(b), and that the affiant personally subjected a sample of the treated material to a flame test in accordance with the requirements of R805-01(c), or personally supervised such test, and the material passed such test.

(5) An affidavit of *flame-retardant treatment* shall be filed with the *Bureau of Fire Prevention* not later than ten (10) days after the installation or reinstallation of the *decoration* in the *premises* following the *flame-retardant treatment* and/or testing of the *decoration* in accordance with R805-01(d)(2).

(6) The *Department* may reject any affidavit of *flame-retardant treatment* that the *Department* determines is not in compliance with the requirements of this section, and shall give written notice of such determination to the *owner* of the public space containing the *decoration* and to the *certificate of fitness* holder who executed such affidavit. The *decoration* shall be removed from the affected occupancy and shall not be reinstalled until it has been subjected to a *flame-retardant treatment* in compliance with the requirements of this section and a satisfactory affidavit of *flame-retardant treatment* filed with the *Department*.

(e) Affidavit of Inherently Flame-Resistant Material

(1) The *owner* of any *premises* in which there is any *decoration* made of inherently *flame-resistant material* shall file an affidavit from a *certificate of fitness* holder for each such *decoration* attesting to such properties. The *owner* of such *premises* shall file with the *Department* in compliance with the requirements of this section, and shall maintain a copy of such affidavit on the *premises* for inspection by any *Department* representative.

(2) The affidavit of inherently *flame-resistant material* shall contain the following information:

(A) the name of the person who personally inspected and/or tested the *decoration*, and the number and expiration date of his or her *certificate of fitness* for *flame-retardant treatment*;

(B) the name of the manufacturer of the material; and

(C) an exact description of the material, and a description of the properties of the material that render it inherently flame-resistant.

(3) An affidavit of inherently *flame-resistant material* shall be filed with the *Bureau of Fire Prevention* not later than ten (10) days after the installation or reinstallation of the *decoration* in the *premises*.

(4) The *Department* may reject any affidavit of inherently *flame-resistant material* that the *Department* determines is not in compliance with the requirements of this section, and shall give written notice of such determination to the *owner* of the *premises* containing the *decoration* and to the *certificate of fitness* holder who executed such affidavit. The *decoration* shall be removed and shall not be reinstalled until a satisfactory affidavit of inherently *flame-resistant material* has been filed with the *Department*, or the *decoration* has been subjected to a *flame-retardant treatment* in accordance with the requirements of this section and a satisfactory affidavit of *flame-retardant treatment* has been filed with the *Department*.

(f) Temporary Decorations. Notwithstanding any other provision of this section to the contrary, when a *decoration* is installed or maintained in a *premises* on a temporary basis not to exceed 30 days, such as at a trade show or similar public gathering, the *Department*, in its discretion and upon a showing by the *application* that it would be an undue hardship to comply with the requirements of this section, may accept, in lieu of an affidavit of *flame-retardant treatment* or inherently *flame-resistant material*, a testing report from a nationally recognized laboratory or certification from other qualified *flame-retardant treatment* professionals acceptable to the *Department* indicating that the material has passed Test 1 or Test 2, as set forth in NFPA 701. Nothing contained in this subdivision shall be construed to necessitate that representative samples or other merchandise displayed at trade shows or similar public gatherings comply with the requirements of this section.

(g) Enforcement. In addition to such other penalties that may be applicable for failure to comply with the requirements of FC Chapter 8 or this section, the *Department* may:

- (1) order an *owner* of any *premises* containing a *decoration* for which no affidavit has been filed with the *Department* or that fails a flame test to remove such *decoration* forthwith, and not to reinstall or maintain the *decoration* in any affected occupancy unless and until the *decoration* has been subjected to a *flame-retardant treatment* and tested and an affidavit has been filed in accordance with this section.
- (2) take appropriate action against the *certificate of fitness* holder for misconduct for improperly completing an affidavit of *flame-retardant treatment* or inherently *flame-resistant material*.

#### STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 8 (INTERIOR FURNISHINGS, DECORATIONS AND SCENERY):

This chapter consists of a single section (R805-01) that sets forth requirements relating to the testing and certification of flame-resistant *decorations*. These requirements were set forth in former rule 3 RNY §19-01.

Section 5. A new Chapter 10 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

#### CHAPTER 10 MEANS OF EGRESS

§1001-1024 Reserved

§1025-01 Fire Escape Window Gates and Similar Security Devices For Secondary Means of Egress and Emergency Escape and Rescue Openings

§1026-1027 Reserved

#### § 1025-01 Fire Escape Window Gates and Similar Security Devices For Secondary Means of Egress and Emergency Escape and Rescue Openings

(a) Scope. This section sets forth standards, requirements and procedures for the design, installation, operation and maintenance of gates, bars, grilles, grates or similar devices placed over:

- (1) windows and other openings onto fire escapes, as set forth in FC1025 and New York State Multiple Dwelling Law §53(1)(c);
- (2) other required secondary *means of egress* in multiple dwellings, as set forth in New York State Multiple Dwelling Law §53(1)(c); and
- (3) *emergency escape and rescue openings*, as set forth in FC1025.

(b) Definitions. The following term shall, for purposes of this section and as used elsewhere in the *rules*, have the meaning shown herein:

**Window/egress gate.** Any gate, bar, grille, grate or similar device placed over any window or other opening onto a fire escape, any required secondary *means of egress* in a multiple dwelling, or any *emergency escape and rescue opening*.

#### (c) General Provisions

- (1) Compliance with provisions of law. All *window/egress gates* shall be designed, installed and maintained in compliance with the requirements of FC Chapter 10, the *Building Code* and the New York State Multiple Dwelling Law.
- (2) Certificate of approval required. All *window/egress gates* shall be of a type for which a *certificate of approval* has been issued.

#### (d) Design and Installation Requirements.

*Window/egress gates* shall be designed installed in a manner that:

- (1) does not reduce the required dimensions of the window or other opening;
- (2) does not prevent or impede the proper operation or free movement of the window or other opening;
- (3) is without projections that can snag the clothing of those escaping through the opening;
- (4) does not swing up to open;
- (5) is readily openable from the inside of the building or structure with no more than one releasing operation, and without the use of a tool, key or special knowledge or effort;
- (6) will readily open manually even if springs or other automatic actuating devices used to assist in the release operation do not operate properly or at all;
- (7) unlatches upon the application of the following force:
  - (A) For finger-actuated or hand-actuated system, a force of not more than five (5) pounds.
  - (B) For foot-actuated systems, a force of not more than 15 pounds.
  - (C) For foot-actuated systems designed to be operated by a kick, a force of not more than the impact of swinging a 25-pound weight on a four-foot pendulum over a horizontal distance of ten (10) inches;
- (8) once unlatched, opens upon the application of the following force:
  - (A) To set the *window/egress gate* in motion, a force of not more than 30 pounds.
  - (B) To open the *window/egress gate* to the minimum width of the opening, a force of not more than 15 pounds;
- (9) attaches to the jamb of the window or other opening with standard wood or sheet metal screws only. No other fastening devices shall be used. The depth of the actual screw anchorage shall be no more than one (1) inch; and
- (10) leaves one-quarter (¼) of an inch continuous space with a depth of at least three-quarters (¾) of an inch between the *window/egress gate* and the frame of the window or other opening for the entire height of the *window/egress gate*.

#### (e) Operational and Maintenance Requirements.

*Window/egress gates* shall be operated and maintained in compliance with the following requirements:

- (1) *Window/egress gates* shall not be obstructed in a manner that would prevent or impede access to, or the proper operation or free movement of, such device.
- (2) *Window/egress gates* shall be maintained in good working order. They shall be checked for proper operation at least once every six (6) months.
- (3) *Window/egress gates* shall be permanently marked, labeled or tagged with the *certificate of approval* number and the name, address and telephone number of the manufacturer.
- (4) The manufacturer of the *window/egress gate* shall provide printed installation and operating instructions with each such

device. Such instructions shall set forth how to install and initially test the *window/egress gate*, how to operate the *window/egress gate* in order to exit through the window or other opening, and any required periodic testing and maintenance. When the *window/egress gate* is installed by a person other than an occupant of the dwelling unit or other space in which such device is installed, or other end user, the installer shall provide a copy of such instructions to such occupant or other end user.

#### STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 10 (MEANS OF EGRESS):

This chapter consists of a single new section (R1025-01) implementing the provisions of FC1025 relating to the design, installation, operation and maintenance of window fire escape window gates, and similar security devices for securing means of egress.

Section 6. A new Chapter 14 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

#### CHAPTER 14 FIRE SAFETY DURING CONSTRUCTION, ALTERATION AND DEMOLITION

§1401-01 Enforcement of Fire Safety at Construction Sites

§1402 Reserved

§1403-01 Portable Space Heaters Fueled By Piped Natural Gas at Construction Sites

§1404 Reserved

§1405-01 Crane Aerial Fueling Operations

§1406-1407 Reserved

§1408-01 Construction Site Fire Safety Manager

§1409-1418 Reserved

#### § 1401-01 Enforcement of Fire Safety at Construction Sites

(a) Scope. This section sets forth requirements relating to the operation of *construction sites*.

(b) Cooperation with Department Inspections

- (1) *Construction sites* are subject to regular inspection by the *Department*. Such inspections may include enforcement of *Construction Code* requirements pursuant to the authority granted to the *Department* by *Administrative Code* §28-103.1. Inspection frequency will be determined by the *Department* based on an assessment of the risks associated with the construction, alteration and/or demolition work being conducted. *Construction sites* at which a building more than 35 feet in height or with a footprint of more than 7,500 square feet is being constructed or demolished will be inspected by the *Department* at least once every 30 days when construction or demolition operations are in progress, unless the *Department's* risk assessment of the specific *construction site* indicates a heightened or diminished risk warranting a different inspection frequency.
- (2) The *owner* of every *premises* upon which construction, alteration or demolition operations are being conducted, the construction manager, project manager, general contractor and any other person in charge of such *construction site*, shall cooperate with the *Department* in its inspections of the *construction site*, including providing or arranging for access to and around the *construction site*, inspection of records, and communication with the *owner* or his or her design professionals, managers or contractors, as necessary or appropriate. The fire safety manager, where required pursuant to FC1408, shall provide such assistance; or, where no fire safety manager is required, such assistance shall be provided by the liaison required by FC2703.9.1.1 in connection with the storage, handling or use of hazardous materials or other appropriate representative of the *owner*, construction manager, project manager or general contractor.

(c) General Requirements. The *owner* shall ensure fire safety on the *construction site* by monitoring and enforcing compliance with all applicable code and rule provisions, including but not limited to the following requirements:

- (1) obtaining and maintaining on the site all required permits, certificates and recordkeeping, including the *Building Department work permit* and *Fire Department permits*, in accordance with *Administrative Code* §§ 28-105.1 and 28-105.11, FC Chapter 1 and other applicable provisions of the code and *rules*;
- (2) provision and maintenance of elevators in readiness, in accordance with FC1411.3 and BC3303.12;
- (3) provision and maintenance of *standpipe systems*, in accordance with FC1413 and BC3303.8;

- (4) provision and maintenance of sprinkler systems, in accordance with FC1414 and BC3306.9.6;
- (5) provision and maintenance of stairways and other required means of egress, in accordance with FC1027 and BC3303.11;
- (6) provision and maintenance of an approved water supply for fire protection purposes prior to delivery of hazardous materials or combustible materials at the construction site, in accordance with FC1412;
- (7) storage, handling and use of compressed gases, including LPG and CNG, in accordance with FC 1406, 3504.2, 3804.10 and 3809.12;
- (8) storage, handling and use of flammable liquids and combustible liquids, including gasoline, diesel fuel, paint, varnishes and lacquers, and cargo tank vehicle fueling, in accordance with FC 1405 and 3406.2;
- (9) storage, handling and use of small arms ammunition for powder-actuated tools, including nail and rivet guns, in accordance with FC1418;
- (10) storage, handling and use of heating, drying and curing devices, including portable fueled space heaters, in accordance with FC1403, and the enforcement of the prohibition against open fires, in accordance with FC1404;
- (11) conduct of hot work operations, including the provision of a fire watch, in accordance with FC 1404 and 2604;
- (12) provision, maintenance and ready availability of portable fire extinguishers, in accordance with FC906;
- (13) provision and maintenance of fire apparatus access, in accordance with FC1410;
- (14) provision and maintenance of an emergency telephone, in accordance with FC1409;
- (15) storage and removal of combustible waste from the construction site, in accordance with FC1404.2;
- (16) enforcement of the prohibition against smoking on the construction site, in accordance with FC1404; and
- (17) provision of a watchperson familiar with the location and use of firefighting equipment and location of emergency telephone and fire alarm boxes, when construction or demolition operations are not in progress, in accordance with BC3307.5.1 and FC1409.

**§ 1403-01 Portable Space Heaters Fueled By Piped Natural Gas at Construction Sites**

- (a) Scope. This section sets forth design, installation, operation and maintenance requirements for the storage, handling and use, at construction sites, of portable space heaters fueled by piped natural gas.
- (b) General Provisions
- (1) Prohibited operations. It shall be unlawful to store or use a portable space heater fueled by piped natural gas at a construction site:
- (A) for human comfort or any purpose other than construction-related curing and drying;
- (B) for construction-related curing and drying, without a Department permit;
- (C) in any part of the building under construction that is occupied;
- (D) in any part of the building under construction that is located within ten (10) feet of any opening in a wall of an occupied adjacent structure or building, or within 50 feet of any building occupied for educational, health care or religious purposes, place of public assembly or other place of public gathering;
- (E) at any construction site at which there is no shut-off valve for the piped natural gas service installed outside of the building under construction in accordance with the requirements of the Construction Codes; or

- (F) where pressure of supply to piped natural gas to the building under construction is more than one-half (½) psig.
- (2) Smoking
- (A) Pursuant to FC1404.1, it shall be unlawful to smoke at any construction site.
- (B) It shall be unlawful under any circumstance to smoke within ten (10) feet of any portable space heater fueled by piped natural gas.
- (c) Permits
- (1) Permit required. A permit shall be obtained from the Department pursuant to FC105.6 prior to any storage or use of portable space heaters fueled by piped natural gas at a construction site.
- (2) Permit applications. Permit applications shall be filed by the owner, or by a registered design professional or contractor on the owner's behalf, with the District Office of the Bureau of Fire Prevention. The permit application shall include such information and documentation as the Department may require, including a completed application form and a copy of the work permit issued by the Department of Buildings (or other form of approval acceptable to the Department) authorizing the installation of temporary natural gas piping.
- (d) Supervision.
- (1) Use. Portable space heaters fueled by piped natural gas at a construction site shall be under the personal supervision of a certificate of fitness holder, whenever such heaters are in use.
- (2) General. At all times other than when they are in use, portable space heaters fueled by piped natural gas at a construction site shall be under the general supervision of a certificate of fitness holder.
- (3) Plumbers. Supervision of portable space heaters fueled by piped natural gas may be provided by a plumber, who shall perform all the duties required of the certificate of fitness holder by this section.
- (e) Inspection
- (1) Frequency. The certificate of fitness holder shall periodically inspect all portable space heaters fueled by piped natural gas at a construction site. Such inspections shall be conducted as frequently as needed to ensure the safe operation of the heaters, considering the nature and location of the curing or drying operation and surrounding activities at the construction site, but in no event less than once every four (4) hours. All portable space heaters fueled by piped natural gas that are connected for use but not in use, and all natural gas piping and equipment installed at the construction site, including the outdoor gas service line shut-off valve, shall be inspected at least once every work day.
- (2) Purpose. The certificate of fitness holder or plumber shall ensure that all such appliances, piping and equipment are in a safe condition and proper working order and are otherwise installed, maintained and operated in compliance with the requirements of this section. Any appliance, piping or equipment that is not in a safe condition or proper working order shall be immediately disconnected, promptly removed from the premises, and not returned to service unless restored to a safe condition or good working order.
- (3) Recordkeeping. A record of all inspections required by this subdivision, including any corrective action taken, shall be entered in a bound log book kept at the construction site and made available for inspection by any Department representative.
- (f) Design and Installation Requirements
- (1) Natural gas piping and control valves. In connection with the use of portable space heaters fueled by piped natural gas at construction sites:
- (A) Temporary natural gas piping shall comply with all requirements of the construction codes.
- (B) Temporary natural gas piping shall be installed in such a manner and at such locations as

- will minimize the risk of damage from the construction activity occurring at the construction site.
- (C) Temporary natural gas piping shall be clearly marked "Natural Gas" at least once every 30 feet, and at least once in each room or other separate area.
- (D) A shut-off valve shall be installed at each natural gas pipe outlet that is to be used for a portable space heaters fueled by piped natural gas with a flexible hose connection. A maximum of four (4) heaters may be connected to each such shut-off valve.
- (E) All shut-off valves required by this section shall be hand operable and of the quarter-turn type.
- (F) All valves required by this section shall be installed in unobstructed locations where they are clearly visible and readily accessible. Access shall be provided to any valve located more than seven (7) feet above floor level by means of a fixed or otherwise stable stair, ladder or platform.
- (G) The outdoor gas service line shut-off valve shall be clearly marked with metal tags or in another permanent manner.
- (H) Defective gas piping, tubing and fittings (including valves, strainers, filters) shall be replaced and not repaired. An adequate supply of spare parts and material shall be available on the premises for replacement.
- (2) Portable space heaters fueled by piped natural gas. In connection with the use of portable space heaters fueled by piped natural gas at construction sites:
- (A) Portable space heaters fueled by piped natural gas shall be listed and labeled as set forth in FC313.5.1.
- (B) All electrical wiring and equipment associated with the use of portable space heaters shall be installed in conformance with the Electrical Code.
- (C) Flexible hoses used for connecting portable space heaters fueled by piped natural gas to natural gas pipe outlets:
- (1) shall be suitable for natural gas service and of a type designed for a working pressure of not less than 350 psi;
- (2) shall not exceed 20 feet in length;
- (3) shall be installed with a shut-off valve between the end of the hose and the heater;
- (4) shall not pass through any walls, partitions, ceilings or floors, or any other concealed location;
- (5) shall not extend from one room to another, except through an opening where the door has been removed or secured from movement, and shall not be installed in such other manner or at such other locations as would expose the hose to crimping, wear or damage or constitute a falling or tripping hazard;
- (6) shall not be used for any other purpose; and
- (7) shall be maintained in a safe condition.

(g) Operational Requirements. In connection with the use of portable space heaters fueled by piped natural gas at construction sites:

- (1) Portable space heaters fueled by piped natural gas shall be:
  - (A) used only in well-ventilated areas;
  - (B) placed on a noncombustible foundation; and
  - (C) placed at a safe distance from combustible materials, including combustible building construction, in accordance with the approved use of the portable space heaters set forth in the acceptance of the Department of Buildings or the approval of the New York City Board of Standards and Appeals, the listing, and in accordance with the manufacturer's operating instructions; and
  - (D) placed at least 20 feet from flammable liquids, combustible liquids and compressed gas containers.
- (2) When the curing or drying is to take place within a temporary enclosure, only noncombustible panels, flame-resistant tarpaulins or similar fire-retardant materials shall be used for such enclosure. The enclosure shall be secured from movement by wind or other causes. Portable space heaters fueled by piped natural gas shall not be placed closer than ten (10) feet from any surface of the enclosure.
- (3) Temporary lighting used in connection with curing or drying operations shall be equipped with heavy duty electrical cords and guards to prevent accidental contact with the bulb. Such lighting shall be removed from the area as soon as they are no longer needed.
- (4) A portable combustible gas leak detector shall be readily available on the premises.
- (5) At least one (1) copy of the manufacturer's operating and maintenance instructions for the portable space heaters fueled by piped natural gas shall be readily available at the construction site.
- (h) Portable Fire Extinguisher Requirements. A portable fire extinguisher with at least a 20-B:C rating shall be provided on each floor of the construction site at a location not more than 30 feet from where a heater is in use or connected for use. A travel distance of up to 50 feet is allowed if a portable fire extinguisher with at least a 40-B:C rating is provided.

#### § 1405-01 Crane Aerial Fueling Operations

- (a) Scope. This section sets forth requirements for the aerial fueling of cranes with diesel fuel or other combustible liquids at construction sites and other locations.
- (b) General Provisions
  - (1) Permit. Pursuant to FC105.6, a permit is required for the storage, handling and use of combustible liquids, including the storage and handling of such liquids in connection with aerial fueling of cranes.
- (c) Prohibitions. It shall be unlawful to:
  - (1) fuel a crane aerially with a flammable liquid.
  - (2) perform aerial fueling of a crane at a construction site while construction operations are being conducted.
  - (3) perform aerial fueling of a crane at a construction site when weather conditions such as wind speed or lightning make such operation unsafe.
- (d) Supervision
  - (1) Aerial fueling operations. Aerial fueling of cranes at a construction site shall be under the personal supervision of a certificate of fitness holder.
  - (2) Portable tanks. Portable tanks used for aerial fueling shall be under the general supervision of a certificate of fitness holder prior to each use for aerial fueling, to ensure that the portable tank is in a safe condition and ready for such use.
- (e) Portable Tanks. The portable tank and tank assembly shall be designed and installed in compliance with the following requirements:

- (1) Capacity. The capacity of the portable tank for fueling shall not exceed 550 gallons.
- (2) Construction. The tank shall be of approved, steel construction, and be designed with sufficient structural strength to allow it to be repeatedly lifted for aerial fueling operations.
- (3) Lifting. The portable tank assembly shall be provided with a sufficient number of lifting lugs capable of safely supporting the weight of the tank and stored fuel when full, and allow the tank to be maintained in a level position during lifting and fueling operations.
- (4) Hose. The connecting hose of the portable tank shall be of a braided flexible steel type, and provided with a breakaway coupling capable of retaining fuel on both sides of the shear section. The length of the hose shall not exceed 30 feet.
- (5) Shut-off valves. The connecting hose of the portable tank shall be provided with shut-off valves at the tank and at the nozzle. The shut-off valve at the nozzle side of the hose, used for the final control of the flow, shall be of a self-closing type and shall be manually held open during dispensing operation.
- (6) Nozzles. The end of the nozzle shall be threaded and provided with a liquid-tight cap while hoisting.
- (f) Operational Requirements
  - (1) Inspection of fueling equipment. Prior to aerial fueling operations, the portable tank, hose, valves and all other devices and equipment used to conduct the operation shall be inspected at the construction site to ensure that they are in good working order.
  - (2) Method of discharge. The aerial fueling operation shall be conducted under gravity discharge by hoisting a portable tank to an elevation above the crane's fuel tank.
  - (3) Weather conditions. Reliable means for monitoring weather conditions, including wind speed and approaching storms, shall be readily available.
  - (4) Communication. Radio and/or other two-way wireless communication shall be maintained between the crane operator and all other personnel involved in the aerial fueling operation.
  - (5) Fueling of crane. After the portable tank is lifted to the elevation required, and prior to commencing the crane aerial fueling:
    - (A) The engine of the crane being fueled shall be shut off.
    - (B) The portable tank shall be grounded to the crane structure.
    - (C) The portable tank shall be secured to the crane structure with a chain shorter than the hose length that is capable of restraining the portable tank during the aerial fueling operation.

#### § 1408-01 Construction Site Fire Safety Manager

Reserved

STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 14 (FIRE SAFETY DURING CONSTRUCTION, ALTERATION AND DEMOLITION):

Three rules, R1401-01, R1403-01 and R1405-01, are promulgated for inclusion in this chapter. A fourth rule, R1408-01, will be promulgated at a later date.

R1401-01 parallels the former rule relating to the enforcement of fire safety at construction sites (3 RCNY §11-01). The new section has been revised to reflect the obligations of the owner of premises upon which construction, alteration and demolition operations are being conducted under the Construction Codes and FC Chapter 14. It has also been revised to clarify the obligations of the owner with respect to Fire Department inspections. In that regard, the section gives the public notice of the manner in which the Fire Department anticipates inspecting construction sites for code compliance.

The chapter includes a section (R1403-01) setting forth requirements relating to the use of portable space heaters fueled by piped natural gas at construction sites. These requirements are set forth in former rule 3 RCNY §11-05.

A new section, R1405-01, has been added to establish minimum fire safety requirements for aerial fueling of cranes, a practice which is common on construction sites. The provisions of this section are consistent with existing Fire Department practice.

The Fire Department has reserved a section (R1408-01) for promulgation of a rule implementing the construction site fire safety manager provisions of FC1408. The content of such rule will be promulgated in a future rulemaking.

Former rules 3 RCNY §11-02 and 3 RCNY §11-03, have been repealed as the provisions of those rules have been incorporated in FC1406. Former rule 3 RCNY §11-04 is repealed as the provisions of that former rule have been incorporated into FC1418.

Section 7. A new Chapter 17 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

#### CHAPTER 17 FUMIGATION AND THERMAL INSECTICIDAL FOGGING

§1701-1702 Reserved

§1703-01 Fumigation and Thermal Insecticidal Fogging

##### § 1703-01 Fumigation and Insecticidal Fogging

- (a) Scope. This section sets forth standards, requirements and procedures for fumigation and thermal insecticidal fogging, and insecticidal fogging without the application of heat.
- (b) General Provisions. Fumigation and insecticidal fogging operations shall be conducted in compliance with the requirements of FC 1701 and 1703 and this section.
- (c) Supervision. Fumigation and insecticidal fogging operations, including insecticidal fogging without the application of heat, shall be supervised by a company holding a fumigation and thermal insecticidal fogging operation company certificate, and conducted by individuals holding a certificate of fitness as set forth in FC 1701.4.1 and 1701.4.2.
- (d) Operational Requirements for Fumigation and Insecticidal Fogging Operations
  - (1) Fog generators, except approved portable types, shall be operated outdoors.
  - (2) Building occupants in the building to be fumigated, except the personnel conducting the fumigation, shall be evacuated prior to commencing fumigation operations.
  - (3) Building occupants in the space to be fogged, except the personnel conducting the insecticidal fogging operations, shall be evacuated from such space prior to commencing fogging operations.
  - (4) All openings to the space to be fumigated or fogged shall be kept securely closed.
  - (5) The temperature gauge of fog generator used for thermal insecticidal fogging shall be read at frequent intervals. If the temperature rises above normal operating temperature, the generator shall be shut down immediately and the necessary adjustment made. When liquids having a flash point are used, the liquid in the fog generator shall have a flash point at least 40°F higher than the surrounding temperature of the area to be fogged.
  - (6) The dryness of the fog shall be checked before beginning the thermal insecticidal fogging operations. Wet fog shall not be used for thermal insecticidal fogging unless the fogging liquid has no flash point.
  - (7) When liquids having a flash point are used, no more than one (1) gallon of fogging liquid shall be used for each 50,000 cubic feet of space to be fogged. The fog shall not be allowed to expel directly against any combustible material.
- (e) Portable Fire Extinguisher Requirements. A portable fire extinguisher with at least a 20-B rating shall be provided and kept readily accessible during fumigation or insecticidal fogging operations.
- (f) Notifications. Notification to the Department of fumigation and thermal insecticidal fogging in accordance with FC1703.3 shall be made to the local fire company. Notification is not required for insecticidal fogging not involving the application of heat.

STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 17 (FUMIGATION AND THERMAL INSECTICIDAL FOGGING):

This chapter consists of one section (R1703-01), which sets forth requirements for fumigation and insecticidal fogging operations. The section differs from the former rule (3 RCNY §20-09) in expanding the scope of the former rule to include regulation of fumigation operations and fogging operations not involving the application of heat. The rule is promulgated pursuant to FC Chapter 17, which regulates fumigation and thermal insecticidal fogging, and FC Chapter 34, which regulates the storage, handling and use of flammable and combustible liquids. In response to its proposed rule, the Fire Department received public comment indicating that "cold fogging" is an insecticidal fogging technique in common use,

and that the ignitable vapors generated by the combustible liquids used in such fogging operations pose explosion hazards equivalent to thermal insecticidal fogging. Insecticidal fogging has been associated with a large number of explosions. Accordingly, the scope of the rule has been extended to include insecticidal fogging operations not involving the application of heat.

Section 8. A new Chapter 26 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

**CHAPTER 26  
WELDING AND OTHER HOT WORK**

§2601-2603 Reserved

§2604-01 Hot Work in Repair Garages

§2605-01 Use of Oxygen and a Flammable Gas in Citywide Hot Work Operations

§2606-2608 Reserved

§2609-01 Piped Natural Gas and Oxygen Consuming Devices and Installations

**§ 2604-01 Hot Work in Repair Garages**

(a) Scope. This section sets forth requirements for conducting *hot work* operations in *repair garages* with a capacity for more than one (1) *motor vehicle*, or in connection with such businesses.

(b) General Provisions

(1) Required hot work enclosure or partition. In *repair garages* with a capacity of more than one *motor vehicle*, *hot work* shall be performed in a fire-rated enclosure or behind a noncombustible partition satisfying the requirements of R2604-01(c).

(2) Outdoor hot work area. The *Department* may approve use of an outdoor area satisfying the requirements of R2604-01(d) in lieu of, or in addition to, compliance with the enclosure or partition requirements of R2604-01(c).

(c) Hot Work Design and Installation Requirements. In a *repair garage* with a capacity for more than one (1) *motor vehicle*, *hot work* shall be conducted in an area protected in one (1) of the following manners:

(1) Enclosure. *Hot work* may be conducted within a fire-rated enclosure, as set forth in FC2604.1.5.1.

(2) Partition. *Hot work* may be conducted behind a noncombustible screen that is positioned and of sufficient size to prevent the passage of sparks, slag and heat from the *hot work area*. Such protection may be provided by a noncombustible draw curtain affixed by rollers to an overhead monorail. Such curtain shall be in close contact with the floor at all points, and sufficiently long so as to completely enclose the *motor vehicle* being worked upon. The curtain shall form the third and fourth sides of the enclosure, with the exterior wall of the building forming the first and second sides.

(d) Outdoor Hot Work Areas. In lieu of, or in addition to, complying with the requirements of R2604-02(c), the *owner* of a *repair garage* may apply for *Department* approval of the use of an outdoor area for *hot work* operations. When such outdoor area is used in lieu of satisfying the requirements of R2604-01(c), the *owner* shall submit an affidavit or other *approved* form or documentation attesting that all *hot work* operations will be conducted in a designated outdoor area on the *premises*, or, with the written permission of the property *owner*, on an adjoining or nearby *premises*. Such outdoor area shall not be a sidewalk, *public street* or *private road*, and shall be otherwise acceptable for such purposes pursuant to FC2601.3.

**§2605-01 Use of Oxygen and a Flammable Gas in Citywide Hot Work Operations**

(a) Scope. This section sets forth standards, requirements and procedures for the use of oxygen and a *flammable gas* in citywide *hot work* operations.

(b) Permits for Citywide Hot Work Operations

(1) Inspection of vehicles. Each vehicle used to transport torches and *containers* of oxygen and *flammable gas* for use in citywide *hot work* operations shall be inspected by a *Department* representative at the *Bureau of Fire Prevention's* Hazardous Cargo Vehicle Inspection Facility prior to the issuance of a *permit* for citywide *hot work* operations.

(2) Permit limitation. Pursuant to FC105.1.2, a citywide *permit* authorizes hot work at any particular *construction site* for a maximum duration of thirty (30) days. A site-specific *permit* shall be obtained for any *construction site* at which *hot work* operations are conducted for more than 30 days.

(3) Reserve storage of oxygen and flammable

gases. A citywide *permit* for *hot work* operations does not authorize reserve storage of oxygen or *flammable gas* at a work site. A separate *application* shall be made for a *permit* authorizing such reserve storage, as set forth in FC105.6.

(4) Availability of permit for inspection. A copy of the citywide *permit* shall be kept in each vehicle which transports oxygen and *flammable gas* for use during *hot work* operations. The *permit* shall be valid only for the specific *motor vehicle* identified on the *permit*. A copy of the citywide *permit* shall also be available at each job site location and made available for inspection by any *Department* representative.

(c) Transport Vehicle Requirements

(1) Securing of containers. *Containers* shall be safely secured with metal brackets or chains.

(2) Vehicle signage. To indicate that *flammable gas* is being transported, each transport vehicle shall be marked, on each side and the rear of the vehicle, with durable signs complying with the requirements of United States DOTn regulations.

(3) Portable fire extinguisher requirements. A portable fire extinguisher with at least a 2-A:20-B:C rating shall be provided on the vehicle and kept readily accessible.

(d) Notification of Hot Work. The *owner* of the *premises* on which the *hot work* operations are to be conducted shall be notified in writing by the citywide *permit* holder at least forty-eight hours in advance of the intent to conduct *hot work* operations. Such notice shall additionally inform the *owner* of the *owner's* responsibility to designate a *responsible person* to ensure that the work is performed in accordance with the requirements of FC Chapter 26 and this section. The citywide *permit* holder is hereby deemed to be designated as the *responsible person* for *hot work* operations at *Group R-3 occupancies*, unless the *owner* affirmatively designates a *responsible person* other than the citywide *permit* holder by executing an affidavit or other document approved by the *Department*. The citywide *permit* holder shall provide to the *owner* a copy of the applicable provisions of FC Chapter 26 and this section with such notification.

**§ 2609-01 Piped Natural Gas and Oxygen Consuming Devices and Installations**

(a) Scope. This section sets forth standards, requirements and procedures for the design, installation, operation and maintenance of devices and installations utilizing piped natural gas and oxygen, including torches used in the manufacture of jewelry. This section shall apply to both new and existing devices and installations.

(b) Definition. The following term shall, for purposes of this section and used elsewhere in the *rules*, have the meanings shown herein:

**Natural gas/oxygen consuming device.** A device, equipment or system that utilizes piped natural gas and oxygen together for heating, melting or welding.

(c) Permits

(1) Required permits. The *owner* or operator of a *natural gas/oxygen consuming device* shall obtain required *permits* prior to storage, *handling* and use of *natural gas* or oxygen:

(A) for the use of such device, in accordance with FC105.6.

(B) for storage and *handling* of oxygen, if oxygen *containers* are stored, in accordance with FC105.6.

(C) To compress a gas, if *natural gas* or oxygen is compressed, in accordance with FC105.6.

(2) Permit applications. Original and renewal *permit applications* shall include *design and installation documents* of the *natural gas/oxygen consuming device* installation, including a schematic diagram of the *natural gas* piping demonstrating compliance with the requirements of FC2609.8 and this section, and such other information and documentation as the *Commissioner* may prescribe.

(d) Supervision. *Natural gas/oxygen consuming device* operations shall be supervised by a *certificate of fitness* holder, in accordance with FC2603.4.1.

(e) Design and Installation Requirements

(1) Piping. *Natural gas* and oxygen piping shall be designed and installed in

accordance with the *Building Code* and the applicable provisions of NFPA 51.

(2) Hot work devices. Torches and tips for *natural gas/oxygen consuming devices* shall be suitable for the gases used, and shall be of a type acceptable to the *Commissioner*.

(3) Pressure booster. When the *natural gas* supply pressure is less than five (5) *psig*, a pressure booster shall be provided to increase the pressure to at least five (5) *psig*, but not more than 15 *psig*.

(4) Flashback arrester and check valve. A UL *listed* combination flashback arrester and backflow check valve shall be installed:

(A) On the oxygen supply line, between the final oxygen supply pressure regulator and each fuel consuming device.

(B) On the *natural gas* supply line, between the final *natural gas* supply pressure regulator and the fuel consuming devices.

(f) Operational Requirements

(1) Natural gas supply pressure. *Natural gas* pressure supplied to a device shall not exceed 15 *psig*, and the oxygen supply pressure to a device shall not exceed the *natural gas* supply pressure.

STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 26 (WELDING AND OTHER HOT WORK):

The chapter consists of three sections. All three sections are based on former rules.

Section 2604-01 sets forth requirements relating to hot work operations in repair garages. Such section differs from the former rule (3 RCNY §26-01) in expanding the scope of the rule to regulate all hot work operations, consistent with the scope of FC2604. The former rule only regulates torch operations.

Section 2605-01 sets forth requirements relating to the use of oxygen and a flammable gas in citywide hot work operations. These requirements are found in former rule 3 RCNY §38-01.

Section 2609-01 sets forth requirements relating to piped natural gas and oxygen consuming devices and installations. This section differs from the former rule (3 RCNY §38-02) in incorporating by reference the design, installation, operation and maintenance requirements of the applicable industry standard, NFPA 51. In addition, the Fire Department specifies the installation requirements for the combination flashback arresters and backflow check valves required by FC 2609.8, the absence of which may cause an explosion to occur in the natural gas meter. These new Fire Code and rule provisions are prompted by recent explosions in jewelry manufacturing facilities involving the operation of torches using piped natural gas and oxygen, which have highlighted the need for additional requirements to help ensure the safety of such operations.

Section 9. A new Chapter 38 of Title 3 of the Rules of the City of New York is hereby promulgated, to read as follows:

**CHAPTER 38  
LIQUEFIED PETROLEUM GASES**

§3801-3808 Reserved

§3809-01 Liquefied Petroleum Gases

**§ 3809-01 Liquefied Petroleum Gases**

(a) Scope. This section sets forth standards, requirements and procedures applicable to the storage, *handling* and use of *LPG*. This section shall not apply to the following operations:

(1) The outdoor storage, *handling* and use of *LPG* for private, non-commercial barbecues within the lot line of a *Group R-3 occupancy*, the requirements for which are subject to the provisions of FC307.5.

(2) The storage, *handling* and use of *LPG* in connection with *special effects*, the requirements for which are set forth in FC3309 and the *rules*.

(3) The transportation of *LPG*, the requirements for which are set forth in FC2707.

(b) General Provisions

(1) General *LPG* requirements. The provisions of this section shall be applicable to all *LPG* materials, operations and/or *facilities* as follows:

(A) All *LPG* storage, *handling* and use governed by this section shall comply with the *design and installation document*, *permit*, supervision, and general storage, *handling* and use, requirements set forth in R3809-01(c), (d), (e) and (f).

(B) Outdoor and indoor *LPG* storage shall be in facilities that comply with the requirements for such facilities set forth in R3809-01(g) and (h).

(C) Stationary *LPG* installations shall comply with the requirements for such installations set forth in R3809-01(i).

(D) *LPG* storage, *handling* and use for the special applications set forth in R3809-01(j) (on *construction sites*, for emergency indoor repairs, for manhole operations, on *motor vehicles*, for mobile cooking uses, in commercial establishments, on moored vessels, at street fairs, bazaars, carnivals, concerts, festivals and similar outdoor public gatherings, for hot air balloon operations, and in *Group A occupancies* and similar public gathering places) shall additionally comply with the applicable requirements of R3809-01(j).

(2) Special *LPG* authorizations. This section authorizes the following storage, *handling* and/or use of *LPG* that is prohibited by FC3805.3 except as authorized by the *Commissioner*:

(A) storage, *handling* and use of *LPG* below grade for emergency indoor repairs, as set forth in R3809-01(j);

(B) storage, *handling* and use in, and bringing or allowing into, residential occupancies or on lots containing a building used for a residential occupancy, of *LPG* containers with a capacity greater than sixteen and four tenths ounces (16.4 oz.), as set forth in R3809-01(j) and (k);

(C) storage, *handling* and use in, and bringing or allowing into, any non-residential building, of *LPG* containers with a capacity greater than sixteen and four tenths ounces (16.4 oz.), as set forth in R3809-01(h), (j), and (k);

(D) *handling* and use on the roof of any building of *LPG* containers with a capacity greater than sixteen and four tenths ounces (16.4 oz.), as set forth in R3809-01(j) and (k);

(E) storage, *handling* or use of *LPG* for stationary *LPG* installations in any area where access to piped natural gas from a public utility is available, as set forth in R3809-01(k);

(F) storage, *handling* and use of *LPG* for space heating or water heating, as set forth in R3809-01(j) and (k);

(G) withdrawing of *LPG* in liquid form from an *LPG* container for hot air balloon operations, as set forth in R3809-01(j); and

(H) use of nonmetallic pipe, tubing and components for devices, equipment and systems utilizing *LPG*, as set forth in R3809-01(j).

(c) Design and Installation Documents

(1) When required, All indoor and outdoor *LPG* storage shall be in storage facilities approved by the *Department*. All *LPG* storage, *handling* and use for stationary *LPG* installations shall be for installations approved by the *Department*. *Design and installation documents* for such storage facilities and stationary installations shall be submitted to the *Department* for review and *Department* approval obtained prior to any *LPG* storage or use.

(2) *Applications*. *Applications for design and installation document* approval shall be made by or on behalf of the person who will be storing, *handling* or using the *LPG*, and submitted to the *Bureau of Fire Prevention* at Fire Department Headquarters prior to any *LPG* storage, *handling* or use. *Applications for LPG* installations other than on *construction sites* shall include a copy of the altered building application or other documentation filed with and approved by the *Department of Buildings* or other agency having jurisdiction over the installation.

(3) Upon completion of any stationary *LPG* installation, an affidavit executed by the installer or plumber responsible for the

installation shall be submitted to the *Bureau of Fire Prevention* at Fire Department Headquarters certifying that the installation conforms to the requirements of this section and FC Chapter 38.

(d) Permits

(1) Number of containers requiring a permit. Pursuant to FC 105.6, an *LPG* permit shall be obtained for the storage, *handling* or use of more than 400 SCF of *LPG*. Table 1 (R3809-01) sets forth the number of *LPG* containers, by container capacity, requiring a permit pursuant to such section.

Table 1 (R3809-01)

**LPG Container Capacity Number of Containers Requiring Permit**

14.1 oz.	54
16.4 oz.	46
20 lbs.	3
33½ lbs.	2
40 lbs.	2
100 lbs.	1

(2) *Applications*. *Applications for issuance of an LPG permit* shall be made by or on behalf of the person who will be storing, *handling* or using the *LPG*, except as otherwise provided in R3809-01(d)(3). *Applications* shall be submitted to the *Bureau of Fire Prevention* at Fire Department Headquarters prior to any *LPG* storage, *handling* or use.

(3) Street fairs. An *LPG* permit shall be obtained from the *Department* for the storage, *handling* or use of *LPG* in conjunction with any street fair, bazaar, carnival, concert, festival or similar outdoor public gathering, as set forth in FC105.6 and R403-01. *Application* for such *LPG* permit shall be made by the sponsor or promoter of the event.

(4) Availability of piped natural gas. An *LPG* permit will not be issued by the *Department* for a stationary *LPG* installation located in an area where access to piped natural gas is available, except as provided in R3809-01(k). Any *LPG* storage and use pursuant to a permit issued after March 1, 2000 for a stationary *LPG* installation located in an area where access to piped natural gas is not available shall be discontinued and all *LPG* containers removed from the premises within five years of the date such access becomes available, and no such permit shall be renewed beyond such five-year period.

(e) Supervision

(1) The storage, *handling* and use of *LPG* shall be supervised as set forth in FC3801.5 and this section.

(2) The connecting and disconnecting of *LPG* containers with a capacity equal to or greater than sixteen and four tenths ounces (16.4 oz.) shall be performed by a *certificate of fitness* holder. When such connecting and disconnecting is performed by a *LPG* supplier or distributor a card or tag shall be conspicuously posted at the premises identifying the name and address of the supplier or distributor, the name of the *certificate of fitness* holder, and the number and expiration date of the *certificate of fitness*.

(f) General Storage, Handling and Use Requirements

(1) Except as otherwise provided in this section, *LPG* shall be stored, handled and used in compliance with the requirements of NFPA 58.

(2) All appliances, equipment and components used for the storage or use of *LPG* shall be approved or listed by a nationally recognized testing laboratory.

(3) All equipment and appliances used for the storage or use of *LPG* shall be maintained and operated in accordance with the manufacturer's specifications.

(4) Only metallic pipe, tubing and components shall be used for *LPG* installations, appliances and equipment, except as provided in R3809-01(j)(2)(E), (j)(3)(B), (j)(4)(D), (j)(9)(D) and (j)(10)(K). Where use of nonmetallic hoses is allowed by this section, such hoses shall be protected from twisting, abrasion and damage by proper installation and maintenance.

(5) For installations approved on or after March 1, 2000 under the 1968 Building Code, storage and use of *LPG* in quantities exceeding 2,500 standard cubic feet of gas (approximately 300 pounds)

constitutes a high hazard occupancy as set forth in Article 3 of Subchapter 3 of the 1968 Building Code. Any such quantities of *LPG* shall be stored and used in compliance with the 1968 Building Code requirements applicable to high hazard occupancies.

(6) *LPG* containers shall be stored in an upright position and secured to prevent movement.

(7) *LPG* containers shall not be stacked or stored on shelves.

(8) All connection and disconnection of *LPG* containers for use shall be performed outdoors, except as otherwise authorized by this section. Where *LPG* use is allowed indoors, all connection and disconnection of *LPG* containers shall be performed in a well-ventilated area.

(9) *LPG* containers connected for use shall be adequately supported and braced in an upright position, except when used to power forklifts or other material handling equipment, when they shall be installed in accordance with the manufacturer's specifications.

(10) *LPG* containers connected for use shall be placed on a firm and noncombustible foundation.

(11) *LPG* appliances, equipment and components shall be maintained at all times in a gas-tight condition. Any appliance, equipment or component which is not in a gas-tight condition shall be removed from use and promptly repaired or lawfully disposed of.

(12) Each time a connection is made to a *LPG* container, or a leak is suspected, the connection shall be tested by the application of a soap solution or its equivalent to joints, valves and fittings. Open flames shall not be used to test connections or leaks.

(13) *LPG* containers shall be protected at all times from the effects of weather and physical damage.

(14) *LPG* shall be stored and used only if all safety devices on the appliances and equipment are in good working order. Such devices shall not be disconnected or defeated. Any appliance or equipment with a safety device that is not in good working order shall be removed from use and promptly repaired, or disposed of in a lawful manner.

(15) Any empty *LPG* container that at any time previously has been filled with *LPG* shall be treated as though it contains *LPG*, and shall be stored and used in the same manner as a full *LPG* container, including storage in a storage facility in accordance with this section. Damaged or otherwise unusable *LPG* containers shall be promptly removed from the premises and disposed of in a lawful manner.

(16) Warning signs complying with OSHA requirements, as set forth in §1910.145(D) of Part 1910 of Title 29 of the Code of Federal Regulations, shall be conspicuously posted at each *LPG* installation, storage location or use site. Such signs shall be at least ten (10) inches by fourteen (14) inches in size and shall bear the wording "DANGER-FLAMMABLE GAS-KEEP FIRE OR FLAME AWAY-NO SMOKING" in lettering at least two (2) inches high. The word "Danger" shall be in white on a red oval bordered in white which shall be on a black background at the upper part of the sign. The other required wording shall be in black on a white background in the lower part of the sign.

(17) *LPG* containers shall not be moved unless the container's valves are closed, except when the container is mounted on a motor vehicle to store *LPG* for use as a fuel for motive power.

(18) *LPG* containers shall not be rolled or dragged on their side or rims. *LPG* containers shall only be moved by lifting and lowering, by hand or with equipment designed for such purposes.

(19) *LPG* containers shall not be dropped or thrown from any height.

(20) *LPG* containers with a capacity of 20 pounds shall be provided with transportation plugs that secure gas-tight the container's outlet valve connection.

(g) Outdoor Storage Facilities

(1) Except as otherwise provided herein, all *LPG* containers shall be stored outdoors in a storage facility that conforms to the requirements of R3809-01(g). In addition to compliance with the requirements of FC 2703.12 and 3809.12, and FC Table 3809.12, all outdoor *LPG* storage facilities shall be:

- (A) not more than 54 square feet in area;
- (B) protected from vehicle impact;
- (C) protected from theft, tampering or unauthorized use by a metal open fence enclosure at least six (6) feet in height, secured by a locked gate opening outward, or by a lockable ventilated metal locker of a type for which a *certificate of approval* has been issued. Such fence enclosure or locker shall be mounted on and secured to a substantial concrete pad at grade level, which pad shall be constructed to prevent accumulation of rain and snow;
- (D) located in a well ventilated area. There shall be a minimum clearance of ten (10) feet from any surrounding walls more than eight (8) feet high on at least three sides of the outdoor storage facility;
- (E) directly accessible from the street. *LPG containers* being delivered to or taken from an outdoor storage location shall not be brought into or through any building or other structure; and
- (F) provided with a portable fire extinguisher with at least a 10-B:C rating. Such portable fire extinguisher shall be located in a protective enclosure affixed to the outside of the storage facility or placed at another readily accessible location not more than 30 feet from the storage facility.
- (2) No more than 2,500 SCF of *LPG* (approximately 300 pounds) shall be stored in a *pre-existing* outdoor *LPG* storage facility unless such facility complies with the current Fire Code and rule requirements.
- (3) No outdoor storage facility shall be located on a lot containing any building used for residential purposes.
- (4) No outdoor storage facility shall be located within:
- (A) ten (10) feet of the nearest lot line, sidewalk or building on an adjoining lot, except as follows:
- (1) 50 feet of any building occupied as a multiple dwelling; and
- (2) 100 feet of the lot line of any property occupied for educational, health care or religious purposes;
- (B) ten (10) feet of any authorized parking for motor vehicles;
- (C) ten (10) feet of any combustible material;
- (D) 15 feet of any vent or fill line of any flammable liquid or combustible liquid storage tank; and
- (E) 20 feet of any aboveground flammable liquid or combustible liquid storage tank.
- (h) Indoor *LPG* Storage
- (1) Except as provided in R3809-01(k), indoor storage of any *LPG container* with a capacity greater than sixteen and four tenths ounces (16.4 oz.) is prohibited in any residential occupancy and in any building where an outdoor location for such *LPG container* is available.
- (2) All indoor storage of *LPG containers* with an individual capacity greater than sixteen and four tenths ounces (16.4 oz.) authorized by this section shall be stored in a separate room that conforms to the requirements of R3809-01(h). Any such room shall be:
- (A) constructed in compliance with the *Construction Codes*, including the *Building Code*;
- (B) constructed of walls, floors and ceilings having at least a two (2) hour fire resistance rating;
- (C) constructed with an access door that opens directly to the outdoors;
- (D) used for no other purpose; and
- (E) provided with a portable fire extinguisher with at least a 10-B:C rating. Such portable fire extinguisher shall be affixed to the outside of the storage room or placed at another readily accessible location not more than 30 feet from the room entrance.
- (3) No such room shall:
- (A) be located at the property line adjoining a multiple dwelling, building occupied for educational, health care or religious purposes, place of public assembly, or other place of public gathering; and
- (B) have ventilation openings located within five (5) feet of any building opening, including any doors, openable windows and intake and exhaust vents.
- (4) All delivery and pick-up of *containers* to or from an indoor *LPG* storage facility shall be through the outdoors access door only, not through the building.
- (i) Stationary *LPG* Installations. In addition to complying with the requirements of FC 2703.12 and 3809.12, and FC Table 3809.12, stationary *LPG* installations shall comply with the following requirements:
- (1) All *LPG containers* connected for use in a stationary installation shall be stored outdoors.
- (2) A single, accessible, safely-located, and conspicuously-marked shutoff valve shall be provided wherever *LPG* piping enters a building or structure.
- (3) A single, accessible, safely-located and conspicuously-marked shutoff valve shall be provided for each appliance connected to a *LPG container*.
- (4) All new and repaired *LPG* piping shall be tested at one and one half (1½) times normal working pressure but not less than three (3) *psig*, using air or inert gas. There shall be no drop in the shut-in pressure for a period of 30 minutes.
- (5) When *LPG* is piped indoors, a sign at least ten (10) inches high and fourteen (14) inches wide shall be conspicuously posted at the entrance to the building and shall bear the wording "Danger-LPG Piping".
- (6) Metal pipe straps, hangers, or band shall be suitable for the size of pipe and of such strength and quality that the piping cannot be accidentally dislodged. Spacing of hangers shall not exceed six (6) feet for one half (½) inch pipe, eight (8) feet for three quarter (¾) and one (1) inch pipe, and ten (10) feet for one and one quarter (1¼) inch or larger pipe.
- (7) No *LPG container* connected for use shall be located within:
- (A) 50 feet of any building occupied as a multiple dwelling;
- (B) 100 feet of the lot line of any property occupied for educational, health care or religious purposes;
- (C) ten (10) feet of any combustible material; or
- (D) 20 feet of any aboveground flammable liquid or combustible liquid storage tank.
- (8) A portable fire extinguisher with at least a 10-B:C rating shall be provided whenever *LPG* is connected for use. The maximum travel distance to the portable fire extinguisher shall be 30 feet from the work location.
- (j) Special Storage and Use Requirements
- (1) All storage or use of *LPG* for the applications set forth in R3809-01(j) shall be in compliance with the respective requirements of R3809-01(j), in addition to the requirements set forth in R3809-01(c), (d), (e), (f) and (i).
- (2) Construction sites
- (A) A site-specific permit shall be obtained for *LPG* storage, handling and use on a construction site, except that a city-wide *LPG* permit may be obtained for tar kettle and torch operations where no reserve storage is needed and *LPG containers* are removed from the site at the end of each workday, and the construction work requiring *LPG* use is to be completed within thirty (30) days of commencement.
- (B) Except as provided in R3809-01(j)(2)(D), all *LPG* for use on construction sites shall be stored in outdoor storage facilities that comply with the requirements of R3809-01(g)(1)(B), (C) and (D). No construction site shall store more than 5,000 pounds of *LPG*. No construction site storage facility shall:
- (1) have a capacity exceeding 2,500 pounds of *LPG* in any single storage facility;
- (2) be within 50 feet of any other *LPG* storage facility;
- (3) be within 25 feet of the building under construction;
- (4) be within 50 feet of any aboveground flammable liquid or combustible liquid storage tank;
- (5) be within 50 feet of any combustible material;
- (6) be within 50 feet of any building occupied as a multiple dwelling;
- (7) be within 100 feet of any subway entrance, exit, vent or other opening; and
- (8) be within 100 feet of the lot line of any property occupied for educational, health care or religious purposes, place of public assembly, or other place of public gathering.
- (C) Each construction site storage facility shall be provided with a wheeled type portable fire extinguisher with at least a 40-B:C rating. Such portable fire extinguisher shall be kept outside of the storage facility or placed at another readily accessible location not more than 30 feet from the storage facility.
- (D) *LPG containers* may be stored inside an unoccupied building under construction where no allowable outdoor location is available, provided that such containers are stored on the ground floor at a location acceptable to the Department that is as far as possible but in no event less than ten (10) feet from any flue, stairwell, or elevator shaft, and the amount of *LPG* so stored is acceptable to the Department but in no event exceeds a total of 1,250 pounds. *LPG containers* may be stored at one (1) additional location on the ground floor of the same building if a minimum separation distance of 70 feet between storage locations can be provided and maintained. The amount of *LPG* stored at such additional location shall not exceed 1,250 pounds.
- (E) Pursuant to FC3805.3(14) and R3809-01(b)(2)(H), nonmetallic hose may be used at a construction site where:
- (1) The construction activity does not allow use of a stationary *LPG* appliance, necessitating a flexible connection between the appliance and the *LPG container*;
- (2) The length of the hose does not exceed 30 feet; and
- (3) The hose is designed for a working pressure of not less than 250 *psi* when the construction activity is being performed outdoors, or 350 *psi* when it is being performed indoors.
- (F) Tar kettle and torch operations

- (1) LPG heaters for tar kettles shall be operated under the personal supervision of a certificate of fitness holder.
- (2) All torch operations shall be performed by a certificate of fitness holder.
- (3) It shall be unlawful for any person to operate, maintain or use a kindled tar kettle or torch in or on the roof of any building, except that torches may be used for emergency indoor repairs in accordance with R3809-01(j)(3) and may be used on the roof of any building having a roof of noncombustible construction.
- (4) Fire guards holding a certificate of fitness shall be on continuous duty during any torch operations on the roof of a building. There shall be one (1) fire guard on the roof for each torch operator, and there shall be at least one (1) fire guard on the floor or level below the torch operation. Such fire guards shall not be assigned any duties other than to remain alert and guard against fire and shall be alert to sparks, the transmission of heat, and the potential ignition of combustible material. Such fire guards shall be responsible for ensuring that fire extinguishing equipment is readily accessible from the time torch operations are commenced until an hour after such operations are completed.
- (5) A fire guard holding a certificate of fitness shall inspect all areas exposed to the effects of torch operations after the completion of torch operations for the purpose of detecting fires. The first inspection shall be conducted one-half (1/2) hour after completion of torch operations; the second inspection one (1) hour after completion of torch operations. The fire guard shall prepare and sign an inspection report confirming the safe condition of the premises. Such report shall be submitted to and retained by the person in charge of the torch operations.
- (6) A portable fire extinguisher with at least a 2-A:20-B:C rating shall be provided for each torch.
- (7) All movement of LPG containers within a building shall be performed in the following manner:
- (a) Transportation plugs shall be installed on the LPG containers to secure gas-tight the outlet valve connection.
- (b) LPG containers at all times shall be moved under the personal supervision of a certificate of fitness holder. At no time shall the containers be left unattended.
- (c) LPG containers with a capacity of more than 20 pounds shall be moved to another floor of the building only by freight elevator, construction elevator, or passenger elevator when approved, and such elevator shall be occupied only by those persons engaged in moving the containers. LPG containers with a capacity of 20 pounds or less shall be moved in the same manner, except that they may be moved in building stairwells if such stairwells are unoccupied.
- (G) Asphalt melters
- (1) LPG-fueled asphalt melters shall be stored, handled, used and maintained in the same manner as LPG-fueled tar kettles, including compliance with the provisions of FC303 and R3809-01(j)(2)(F), except as otherwise provided in R3809-01(j)(2)(G)(5) with respect to use of an LPG-fueled asphalt melter on a roof.
- (2) LPG-fueled asphalt melters shall be designed to utilize indirect heating and an enclosed flame, and shall be provided with a thermostatic control and an automatic shut-off to limit the temperatures to which the asphalt may be heated. Such melters shall be operated so as to limit the heating of the asphalt to a temperature not exceeding 425°F, or 50°F below the flash point of the asphalt, whichever is lower.
- (3) Asphalt melter covers shall be automatic-closing by approved devices designed to operate in the event of fire.
- (4) Only one (1) LPG container with a maximum capacity of 100 pounds of LPG may be connected to an LPG-fueled asphalt melter.
- (5) LPG-fueled asphalt melters may be used on the roof of any unoccupied building 100 feet or more in height having a roof of noncombustible construction, provided that they are designed and operated in compliance with the following requirements:
- (a) LPG-fueled asphalt melters used on roofs shall have a design capacity of not more than 200 gallons of asphalt, or such lesser amount as may be safely supported by the roof structure.
- (b) Only one (1) such asphalt melter shall be brought onto or operated on a roof at a time.
- (c) The certificate of fitness holder responsible for the personal supervision of such asphalt melter shall be provided with a cellular phone or other means of communication for immediate notification to the Department of a fire or other emergency.
- (d) Only LPG containers connected for use shall be kept on the roof.
- (H) Curing and drying applications
- (1) The use of LPG for curing concrete, drying plaster and similar applications shall be prohibited in any occupied building, any location within 50 feet of an occupied building, and any location within 100 feet of the lot line of any property occupied for educational, health care or religious purposes, a place of public assembly, or other place of public gathering.
- (2) The use of LPG for curing concrete, drying plaster and similar applications shall be under the personal supervision of a certificate of fitness holder. The certificate of fitness holder shall inspect the area where LPG containers and heaters are in use on not less than an hourly basis. The results of each inspection shall be recorded in a log book which shall be maintained on the premises and made available for inspection by any Department representative.
- (3) Heaters used for curing concrete, drying plaster and similar applications shall be placed at least six (6) feet from any LPG container or combustible material, and ten (10) feet from any tarpaulin cover. Such heaters shall only be used in a well-ventilated area and shall not be placed on unprotected wood flooring.
- (4) Pursuant to FC3805.3(14) and R3809-01(b)(2)(H), nonmetallic hose may be used at a construction site where flexibility is required for such operation, provided that:
- (a) The length of the hose is as short as practical, but in no circumstance exceeds 30 feet; and
- (b) The hose shall be fabricated of materials that are resistant to the action of LPG both as liquid and vapor and designed for a working pressure of 350 psi.
- (5) LPG/heater assemblies shall be provided with a portable fire extinguisher with at least a 20-B:C rating located not more than 30 feet away. A travel distance of up to 50 feet may be allowed if a portable fire extinguisher with at least a 40-B:C rating is provided.
- (3) Emergency indoor repairs
- (A) Pursuant to FC3805.3(5) and (6), and R3809-01(b)(2)(B) and

(C) *LPG* equipment and containers may be used indoors, except in an occupied place of public assembly, for the purpose of performing emergency repairs. Such *LPG* use shall be subject to the following requirements:

(1) *LPG* use at the work site shall be limited to two (2) *LPG* containers, each with a capacity not greater than 20 pounds;

(2) *LPG* containers with a capacity greater than sixteen and four tenths ounces (16.4 oz.) shall not be left unattended;

(3) All *LPG* use shall be under the *personal supervision* of a *certificate of fitness* holder; and

(4) All *LPG* containers shall be removed from inside the building at the end of the work day.

(B) Pursuant to FC3805.3(14) and R3809-01(b)(2)(H), nonmetallic hose may be used for emergency indoor repairs where the nature of the repair work requires a flexible connection between the appliance and the *LPG* container provided that:

(1) The length of the hose does not exceed six (6) feet; and

(2) The hose is designed for a working pressure of not less than 350 *psi*.

(C) Pursuant to FC3805.3(2) and R3809-01(b)(2)(A), a single *LPG* container with a capacity not greater than 16.4 ounces may be used below grade for emergency indoor repairs, provided that the container is not left unattended.

(4) Manhole operations

(A) *LPG* containers and heaters shall not be brought into manholes or located within six (6) feet of manholes.

(B) *LPG* storage, handling and use at each manhole work site shall be limited to two *LPG* containers, each with a capacity not greater than 33½ pounds. Such *LPG* containers shall be removed from the work site at the end of each work day unless they are stored in a tool cart that:

(1) is constructed of steel;

(2) has a door at least one-quarter (¼) inch thick that is locked at all times;

(3) has not less than 100 square inches of fixed ventilation at the bottom with a suitable screen as a flash arrester;

(4) has six-inch placards bearing United States Department of Transportation designation "1075" permanently affixed to two opposite exterior walls of the tool cart;

(5) has "No Smoking" signs permanently affixed to the tool cart in a conspicuous location;

(6) has the *LPG* containers positioned within the cart such that container shut-off valves are unobstructed and readily accessible; and

(7) is situated outdoors and is not located

within the distances set forth in R3809-01(g)(4), except that R3809-01(g)(4)(B) and (g)(4)(C) shall not apply.

(C) All *LPG* use shall be under the *personal supervision* of a *certificate of fitness* holder.

(D) Pursuant to FC3805.3(14) and R3809-01(b)(2)(H), nonmetallic hose may be used for manhole operations where the task does not allow use of a stationary *LPG* appliance, necessitating a flexible connection between the appliance and the *LPG* container, provided that:

(1) The length of the hose does not exceed 30 feet; and

(2) The hose is designed for a working pressure of not less than 250 *psi*.

(5) Motor vehicles equipped with *LPG* containers

(A) Motor vehicles equipped with *LPG* containers for use on the motor vehicle shall not be left unattended on any street, highway, avenue or alley; in any congested area; within 50 feet of the property line of any multiple dwelling, building occupied for educational, health care or religious purposes, place of public assembly, or any other place of public gathering; or within 50 feet of any subway entrance, exit, vent or other opening.

(B) *LPG* storage and use on any vehicle for the purpose of marking traffic lanes shall be limited to four (4) *LPG* containers.

(C) Forklifts, tractors and similar powered industrial trucks equipped with *LPG* containers shall comply with the following requirements:

(1) *LPG* storage and use on such powered industrial trucks shall be limited to one (1) *LPG* container with a capacity not greater than 40 pounds.

(2) Whenever *LPG* containers are installed in a horizontal position, the container shall be of such a design that the pressure relief valve will discharge vapor.

(3) All such powered industrial trucks shall be stored and used in locations with adequate ventilation.

(4) Storage and use of such powered industrial trucks below grade, including in a basement or cellar, is prohibited.

(5) Such powered industrial trucks shall not be parked, or the *LPG* containers replaced, near open flames or other heat or ignition sources, or near open pits, underground entrances, elevator shafts, or similar areas.

(6) Every powered industrial truck shall be provided with a portable fire extinguisher with at least a 2-B:C rating.

(6) Mobile cooking uses. Mobile food units, as that term is defined in §89.01(c) of the New York City Health Code (including but not limited to motor vehicles, pushcarts and stands) that are equipped with *LPG* containers for cooking purposes shall comply with the following requirements:

(A) *LPG* storage and use shall be limited to two (2) *LPG* containers on all types of mobile food units. *LPG* containers on

mobile food units that are not motor vehicles shall have a container capacity of not more than 20 pounds each.

(B) No flammable liquid or combustible liquid shall be used for cooking or any other purpose on any mobile food unit.

(C) No mobile food unit shall store or use *LPG* for cooking or any other purpose within:

(1) two (2) feet of any combustible material;

(2) two (2) feet of any building, except as follows:

(a) five (5) feet of any below-grade building opening, including any door, openable window or intake or exhaust vent;

(b) ten (10) feet of any building of wood frame construction;

(c) 20 feet of any building entrance; and

(d) ten (10) feet of any building occupied as a multiple dwelling, or any building occupied for educational, health care or religious purposes, a place of public assembly, or other place of public gathering;

(3) five (5) feet of any flammable gas storage, including another mobile food unit equipped with *LPG* containers;

(4) five (5) feet of any subway vent or other opening, except a subway entrance or exit;

(5) ten (10) feet of any subway entrance or exit; and

(6) ten (10) feet of any vent or fill line of any flammable liquid storage tank.

(D) All mobile food units that are motor vehicles shall also comply with the restrictions applicable to vehicles equipped with *LPG* containers set forth in R3809-01(j)(5)(A).

(E) *LPG* container valves shall be closed when the mobile food unit or its cooking equipment is not in use.

(F) Each mobile food unit that is a motor vehicle shall be provided with a portable fire extinguisher with at least a 20-B:C rating. Each mobile food unit that is not a motor vehicle shall be provided with a portable fire extinguisher with at least a 2-B:C rating, which shall be mounted on the mobile food unit away from the heat source.

(7) Commercial establishments. Commercial establishments which store, handle and use *LPG* for cooking and oil burner ignition shall comply with the following requirements:

(A) *LPG* storage, handling and use shall be limited to *LPG* containers with a capacity not

greater than 16.4 ounces unless the container is connected for use in a stationary installation.

- (B) All LPG devices, equipment and systems shall be installed by a plumber.
- (C) Rigid piping shall be used for all connections between LPG devices, equipment and systems and LPG containers.
- (D) Flexible metallic hoses and/or tubing may be used where flexibility is required for commercial oil burner ignition or cooking operations, provided that the hose or tubing is designed for use with LPG, and the length of hose or tubing does not exceed six (6) feet.
- (E) LPG storage and use for the purposes authorized by R3809-01(j)(7) is subject to the prohibition set forth in FC3805.3(10), and shall be discontinued in compliance with the requirements of R3809-01(k)(2).

(8) Moored vessels. Residentially occupied vessels moored in marinas which store, handle and use LPG for space heating and cooking purposes shall comply with the following requirements:

- (A) LPG storage, handling and use shall be limited to two (2) LPG containers.
- (B) All LPG devices, equipment and systems used on such a vessel shall serve only that vessel and no others.
- (C) All LPG devices, equipment and system shall be installed either by the vessel manufacturer or by a plumber.

(9) Street fairs, bazaars, carnivals, concerts, festivals and similar outdoor public gatherings. LPG storage, handling and use in connection with any street fair, bazaar, concert, festival or other similar outdoor public gathering shall be subject to the following requirements:

- (A) LPG storage and use shall be limited to two (2) LPG containers per LPG device or equipment, each with a capacity not greater than 20 pounds.
- (B) There shall be a person responsible for the operation of each LPG device or equipment. One (1) person may not operate more than one (1) LPG device or equipment.
- (C) LPG shall not be stored, handled or used for cooking or any other purpose within the distances set forth in R3809-01(j)(6)(D), and a separation distance of five (5) feet shall be maintained between LPG containers connected for use to LPG device or equipment.
- (D) Notwithstanding the provisions of R3809-01(b)(2)(H), nonmetallic hose may be used at a street fair, bazaar, carnival, concert, festival or similar outdoor public gathering where:

- (1) The LPG containers, appliances and all equipment and components are stored, used and connected for use outdoors;
- (2) The length of the hose does not exceed six (6) feet; and
- (3) The hose is designed for a working pressure of not less than 250 psi.

(E) The certificate of fitness holder supervising LPG storage, handling and use in connection with the event shall inspect each device, equipment or system and incidental storage area prior to commencement of use each day to confirm that all such devices, equipment and systems are in good working order and that all necessary and

appropriate fire safety precautions have been taken. A record of such surveillance shall be maintained either at a central location for all concessionaires, or at each concession area, booth or other location, and shall be made available for inspection by any Department representative.

(10) Hot air balloon operations. LPG handling and use for hot air balloon operations shall comply with following requirements:

- (A) The storage, handling and use of LPG, including any reserve storage incidental to use, shall not exceed a total of 300 pounds.
- (B) Pursuant to FC3805.3(13) and R3809-01(b)(2)(G), LPG may be withdrawn and utilized in liquid form if required by the nature of the operation.
- (C) The burner and fuel system are operated in accordance with the FAA Flight manual and manufacturer's instruction.
- (D) The entire operation shall be conducted under the personal supervision of an FAA license holder and a certificate of fitness holder. Such individual shall continuously monitor the area to ensure compliance with the provisions of FC Chapter 38 and this section.
- (E) Hot air balloons shall be secured in an approved manner by not less than a three-point tie down during LPG operations and whenever the balloon is filled with hot air.
- (F) LPG containers shall not be left unattended. LPG containers shall be removed from the site at the conclusion of each day's hot air balloon operations, and shall not be left at the site overnight.
- (G) Smoking is prohibited on the balloon or within 25 feet of any LPG storage, handling or use.
- (H) There shall be no storage, handling or use of flammable liquids or combustible liquids within 20 feet of the area approved for hot air balloon operations, as set forth in FC1111.3.
- (I) There shall be no storage, handling or use of flammable gases within 20 feet of the area approved for hot air balloon operations, as set forth in FC1111.3.
- (J) The hot air balloon shall be provided with a portable fire extinguisher with at least a 10-B:C rating. The LPG storage area shall be provided with a separate portable fire extinguisher with at least a 10-B:C rating.
- (K) Pursuant to FC3805.3(14) and R3809-01(b)(2)(H), nonmetallic hose may be used where flexibility is required for such operation, provided that:

- (1) The length of the hose is as short as practicable; and
- (2) The hose shall be designed for a working pressure of 350 psi.

(11) Group A occupancies and similar public gathering places. LPG storage, handling and use in Group A occupancies and similar public gathering places shall additionally comply with the requirements of R308-01.

STATEMENT OF BASIS AND PURPOSE FOR CHAPTER 38 (LIQUEFIED PETROLEUM GASES):

The chapter includes a section (R3809-01) governing the storage, handling and use of liquefied petroleum gases (LPG). The section differs from the former rule (3 RCNY §25-01) in that it includes requirements for the use of LPG for hot air balloon operations, and provides requirements for the use of LPG-fueled asphalt melters, including use of such melters on the roof of buildings. The section also differs from the former rule in that it restricts the indoor storage of LPG at construction sites to 1,250 pounds of LPG at one or more locations on the ground floor of the building, with a minimum

separation distance of 70 feet. The former rule allowed for 2,500 pounds of LPG to be stored at a single location at a construction site, and did not restrict such storage to the ground floor.

The provisions of former rule section 3 RCNY §25-01(k) and (l) exempting certain stationary LPG installations and LPG storage facilities from storage requirements of §25-01 (which was adopted in 2000) have been deleted from the rule because they do not affect LPG installations or facilities established under the Fire Code. The deleted provisions will be included in a Chapter 48 rule consolidating prior Fire Prevention Code and former Fire Department rule provisions applicable to design and installation of pre-existing LPG facilities.



FIRE DEPARTMENT  
9 METROTECH CENTER BROOKLYN, N.Y. 11201-3857

STATEMENT OF SUBSTANTIAL NEED FOR EARLY IMPLEMENTATION

In accordance with Section 1043(e)(1) of the New York City Charter, the Fire Department has determined that there is a substantial need to have this rule take effect on November 17, 2008, and to waive the requirement that thirty days elapse prior to the effective date of the rule, and the Mayor has approved the earlier implementation of this rule. There is a substantial need for the implementation of this rule on November 17, 2008 in order to facilitate the expeditious application and enforcement of the new New York City Fire Code, which was enacted in June 2008 and took effect on July 1, 2008.

Michael R. Bloomberg  
Mayor  
11-12-08  
Date

Nicholas Scoppetta  
Fire Commissioner  
10-31-08  
Date

n14

MAYOR'S OFFICE OF FILM, THEATRE AND BROADCASTING

NOTICE

NOTICE OF PUBLIC HEARING AND OPPORTUNITY TO COMMENT ON RULE RELATING TO THE ISSUANCE OF PERMITS FOR SPECIAL ENTERTAINMENT EVENTS

NOTICE IS HEREBY GIVEN PURSUANT TO THE AUTHORITY VESTED IN the Commissioner of the Mayor's Office of Film, Theatre & Broadcasting by sections 389(b) and 1043 of the New York City Charter, that the Mayor's Office of Film, Theatre & Broadcasting proposes to adopt an amendment to Chapter 8 of Title 43 of the Rules of the City of New York, governing the issuance of Premiere Permits in connection with certain entertainment events. The proposed rule was not included in the Department's regulatory agenda because the changes to be established by the rule were not anticipated at the time the regulatory agenda was to be published.

Written comment regarding this proposed amendment may be sent to John Battista, Deputy Commissioner, Mayor's Office of Film, Theatre & Broadcasting, 1697 Broadway, New York, NY 10019 on or about December 15, 2008. Comments may be submitted electronically to Mr. Battista at jrbattista@film.nyc.gov. A hearing for public comment will be held on December 17, 2008, at 10:00 A.M., at 1697 Broadway, 6th floor, New York, NY 10019. Persons seeking to testify are requested to notify Danielle Carter at (212) 489-6710 no fewer than five (5) business days prior to the hearing. Persons who request that a sign language interpreter or other form of reasonable accommodation for a disability be provided at the hearing are asked to notify Ms. Carter at the Mayor's Office of Film, Theatre & Broadcasting, 1697 Broadway, New York, New York 10019 no later than two weeks prior to the hearing.

New material is indicated by underlining. Deletions are indicated by brackets.

Section 8-02 of Chapter 8 of Title 43 of the Rules of the City of New York is amended to read as follows:

CHAPTER 8  
PREMIERE PERMITS AND FEES

\* \* \* \*

§ 8-02. Fees.

(a) Fees in the form of a certified check or money order made payable to "New York City Department of Finance" are based on the City resources required as determined by the occupancy capacity of the venues where events will be held, and will authorize activities including, for example, the placement of a "red carpet", the setting aside of a "limousine lane", or the siting of a tent or other structure. Fees shall be non-refundable. Such checks shall accompany each application for a Premiere Permit and are as follows:

- (1) For an extra large event: up to \$24,000.00.
- [(1)] (2) For a large event: up to \$5,000.00 \$14,000.00.
- [(2)] (3) For a medium event: up to \$3,100.00 \$5,000.00.
- [(3)] (4) For a small event: up to \$1,750.00 \$2,750.00.
- (5) For an extra small event: up to \$450.00.

(b) For any given activity, if an application is for an event that will require fewer than all of the available event amenities, a proportionally lower fee will be assessed.

**Statement of Basis and Purpose**

This proposal is an amendment to a section of a rule that was promulgated in 2005 to implement the decision to transfer certain of the functions that had been administered by the Community Assistance Unit's Street Activity Permit Office to the Mayor's Office of Film, Theatre and Broadcasting ("MOFTB"). It would amend § 8-02 of Chapter 8 of Title 43 of the City's rules by increasing existing fees, and adding additional categories, for certain Premiere Permits that are issued for special events held in connection with movie premieres, theatre openings, and other entertainment-related events held with respect to the film, television commercial, and radio industries.

Section 8-02 of the rule would be amended to increase fees as follows: for large events, from up to \$5,000.00 to up to \$14,000; for medium events, from up to \$3,100.00 to up to \$5,000.00; and for small events, from up to \$1,750.00 to up to \$2,750.00. Two new permit categories would be added: first, "extra small events", the fees for which would be up to \$450.00; and second, "extra large events", the fees for which would be up to \$24,000.00.

In accordance with this permit program administered by the office since 2005, the MOFTB is authorized to impose fees and conditions necessary to protect the interests of the City, the entertainment industry and the general public. The MOFTB has now had three years of experience in administering this permit program, and has developed expertise in assessing the extent to which such events require additional police presence involving increased

overtime expenditures by the City. In order to effectively deploy such police and other City resources, the MOFTB has been exercising its discretion to approve permits for these additional "red carpet" events in accordance with a fee scale for such commercial entertainment events based on the cost the City incurs to process the permit application and ensure the safety of the event. Moreover, the MOFTB has received feedback regarding the need to create additional categories of permits to address the variety of the size and scope of these entertainment-related activities that are regulated by permits under Chapter 8, as well as the need to ensure that existing fees accurately reflect the high cost of overseeing the activities that are covered by such permits.

The fee scale was created by analyzing the administrative and manpower costs incurred by the MOFTB, the NYPD and other agencies which work directly with MOFTB to review, evaluate and approve or deny an application and to oversee the permitted activities. Establishment of the amended fee scale also ensures that event organizers will evaluate the components of the event prior to application submission to make certain that there will be sufficient coverage of the activities contemplated by the permit.

MOFTB has been, for over forty years, the office providing one-stop clearance and permit operations for film and television productions in the City. One of its primary missions is to attract business for the City in the entertainment industry, and thus as that industry's primary liaison to the City, this permitting function has supported such mission.

**CITY PLANNING**

**NOTICE**

City of New York  
 Department of City Planning  
 Department of Housing Preservation and Development  
 Substantial Amendment to the 2008 Consolidated Plan  
 15-day Public Comment Period  
 Addendum - Neighborhood Stabilization Program

Pursuant to the Housing and Economic Recovery Act (HERA) regulations Sec. 2301(f)(1) the City of New York announces the 15-day public comment period for the substantial amendment to the 2008 Consolidated Plan: Addendum - Neighborhood Stabilization Program (NSP).

The Public Comment period will begin Tuesday, November 11 and end Tuesday, November 25, 2008.

The Neighborhood Stabilization Program (NSP) was created by Congress to provide grants to States and localities for the redevelopment of foreclosed and abandoned homes and residential properties. The grants are intended to prevent further declines in neighborhoods most severely impacted by foreclosures.

The City of New York is expected to receive \$24,257,740 million in NSP funds which must be used to undertake several or all of the following eligible activities:

- establish financing mechanisms for purchase and redevelopment of foreclosed upon homes and residential properties, including such mechanisms as soft-second, loan loss reserves, and shared-equity loans for low- and moderate-income homebuyers;
- purchase and rehabilitate homes and residential properties that have been abandoned or foreclosed upon, in order to sell, rent, or redevelop such homes and properties;
- establish land banks for homes that have been foreclosed upon;
- demolish blighted structures; and
- redevelop demolished or vacant properties.

Under existing HUD Consolidated Plan citizen participation regulations, substantial amendments to an approved Plan are required to undergo a 30-day comment period. However, in order to expedite the localities receiving the funds, Congress has waived this regulation and requires the Program to undergo only a 15-day public review period instead.

All comments received at the end of the comment period (close of business) will be summarized and the City's responses incorporated into the 2008 Consolidated Plan amendment addendum for submission to HUD.

The City of New York must submit the amendment by December 1, 2008 in order to be eligible to receive its allocation.

Copies of the 2008 Consolidated Plan - Addendum: Neighborhood Stabilization Program (NSP) will be made available at: The City Planning Bookstore, 22 Reade Street, New York, NY (10:00 A.M. - 4:00 P.M., Mon. - Fri.). In addition, on Monday, November 10, 2008 at 6:00 pm an Adobe PDF version of the amendment will be available for free downloading from the internet via both the Department of Housing Preservation and Development's and the Department of City Planning's websites at: [www.nyc.gov/hpd](http://www.nyc.gov/hpd) and [www.nyc.gov/planning](http://www.nyc.gov/planning), respectively.

Question & comments may be directed to:  
 Rachel Fee  
 Senior Project Manager- Strategic Planning Group  
 NYC Department of Housing Preservation and Development  
 100 Gold Street, Room 5B-6, New York, NY 10038  
 Phone: 212-863-6692  
 Email: [feer@hpd.nyc.gov](mailto:feer@hpd.nyc.gov)

The City of New York:  
 Amanda M. Burden, FAICP, Director  
 Department of City Planning

Shaun Donovan, Commissioner  
 Department of Housing Preservation and Development

n3-18

**HOUSING PRESERVATION & DEVELOPMENT**

**NOTICE**

**OFFICE OF PRESERVATION SERVICES  
 CERTIFICATION OF NO HARASSMENT UNIT**

**REQUEST FOR COMMENT ON APPLICATION FOR  
 CERTIFICATION OF NO HARASSMENT PURSUANT  
 TO LOCAL LAW 19 OF 1983**

DATE OF NOTICE: November 10, 2008

TO: OCCUPANTS, FORMER OCCUPANTS AND OTHER INTERESTED PARTIES OF

Address Application # Inquiry Period

8 East 128th Street, Manhattan 95/08 October 23, 2005 to Present  
 231 Cumberland Street, Brooklyn 96/08 October 24, 2005 to Present

The Department of Housing Preservation and Development has received an application for a certification that during the inquiry period noted for the premises above, that no

**SPECIAL MATERIALS**

**CITYWIDE ADMINISTRATIVE SERVICES**

**DIVISION OF MUNICIPAL SUPPLY SERVICES**

**NOTICE**

**OFFICIAL FUEL PRICE SCHEDULE NO. 6149  
 FUEL OIL AND KEROSENE**

CONTRACT NO.	ITEM NO.	FUEL/OIL TYPE	VENDOR	CHANGE	PRICE EFF. 11/10/2008
2887105	2.0	#1DULS	MANH	SPRAGUE ENERGY CORP	+0.0373 GAL. 2.5438 GAL.
2887105	3.0	#1DULS	BRONX	SPRAGUE ENERGY CORP	+0.0373 GAL. 2.5438 GAL.
2887105	4.0	#1DULS	BROOKLYN	SPRAGUE ENERGY CORP	+0.0373 GAL. 2.5788 GAL.
2887105	5.0	#1DULS	QUEENS	SPRAGUE ENERGY CORP	+0.0373 GAL. 2.5788 GAL.
2887105	6.0	#1DULS	S.I.	SPRAGUE ENERGY CORP	+0.0373 GAL. 2.6438 GAL.
2887105	7.0	#1DULS	P/U	SPRAGUE ENERGY CORP	+0.0373 GAL. 2.4556 GAL.
2887086	3.0	#1DULSB20	CITY WIDE BY TW	SPRAGUE ENERGY CORP	+0.0363 GAL. 2.4588 GAL.
2887086	7.0	#1DULSB20	P/U	SPRAGUE ENERGY CORP	+0.0363 GAL. 2.3891 GAL.
2887086	1.0	#1DULSB5	CITY WIDE BY TW	SPRAGUE ENERGY CORP	+0.0371 GAL. 2.4610 GAL.
2887086	5.0	#1DULSB5	P/U	SPRAGUE ENERGY CORP	+0.0371 GAL. 2.3790 GAL.
2887052	1.0	#2	MANH	RAPID PETROLEUM	+0.0328 GAL. 2.0811 GAL.
2887052	4.0	#2	BRONX	RAPID PETROLEUM	+0.0328 GAL. 2.0809 GAL.
2887052	7.0	#2	BROOKLYN	RAPID PETROLEUM	+0.0328 GAL. 2.0705 GAL.
2887052	13.0	#2	S.I.	RAPID PETROLEUM	+0.0328 GAL. 2.1140 GAL.
2887053	10.0	#2	QUEENS	METRO FUEL OIL CORP.	+0.0328 GAL. 2.1038 GAL.
2887169	1.0	#2B5	CITY WIDE BY TW	METRO FUEL OIL CORP.	+0.0328 GAL. 2.4732 GAL.
2887105	8.0	#2DHS	BARGE M.T.F. 111	SPRAGUE ENERGY CORP	+0.0328 GAL. 2.3566 GAL.
2887106	9.0	#2DHS	BARGE WI	METRO FUEL OIL CORP.	+0.0328 GAL. 2.2680 GAL.
2887106	11.0	#2DLS	CITY WIDE BY TW	METRO FUEL OIL CORP.	+0.0388 GAL. 2.1590 GAL.
2887301	1.0	#2DLS	BARGE ST. GEORGE	METRO FUEL OIL CORP.	+0.0388 GAL. 2.3897 GAL.
2887301	3.0	#2DLS	P/U	METRO FUEL OIL CORP.	+0.0388 GAL. 2.2525 GAL.
2887302	4.0	#2DLS	CITY WIDE BY TW	SPRAGUE ENERGY CORP.	+0.0388 GAL. 2.3742 GAL.
2887105	1.0	#2DULS	CITY WIDE BY TW	SPRAGUE ENERGY CORP	+0.0398 GAL. 2.2723 GAL.
2887105	1.1	#2DULS	P/U	SPRAGUE ENERGY CORP.	+0.0398 GAL. 2.2373 GAL.
2887301	2.0	#2DULS	BARGE ST. GEORGE	METRO FUEL OIL CORP.	+0.0398 GAL. 2.3520 GAL.
2887086	4.0	#2DULSB20	CITY WIDE BY TW	SPRAGUE ENERGY CORP	+0.0383 GAL. 2.3303 GAL.
2887087	8.0	#2DULSB20	P/U	METRO FUEL OIL CORP.	+0.0383 GAL. 2.6811 GAL.
2887086	2.0	#2DULSB5	CITY WIDE BY TW	SPRAGUE ENERGY CORP	+0.0395 GAL. 2.3110 GAL.
2887105	10.0	#2DULSB5	BARGE ST. GEORGE	SPRAGUE ENERGY CORP	+0.0395 GAL. 2.8463 GAL.
2887159	6.0	#2DULSB5	P/U	METRO FUEL OIL CORP.	+0.0395 GAL. 2.3587 GAL.
2887274	7.0	#2DULSDISP	DISPENSED	SPRAGUE ENERGY CORP.	+0.0398 GAL. 2.5992 GAL.
2887052	2.0	#4	MANH	RAPID PETROLEUM	-0.0254 GAL. 1.6615 GAL.
2887052	5.0	#4	BRONX	RAPID PETROLEUM	-0.0254 GAL. 1.6649 GAL.
2887052	8.0	#4	BROOKLYN	RAPID PETROLEUM	-0.0254 GAL. 1.6757 GAL.
2887052	14.0	#4	S.I.	RAPID PETROLEUM	-0.0254 GAL. 1.7087 GAL.
2887053	11.0	#4	QUEENS	METRO FUEL OIL CORP.	-0.0254 GAL. 1.6805 GAL.
2887052	3.0	#6	MANH	RAPID PETROLEUM	-0.0643 GAL. 1.3973 GAL.
2887052	6.0	#6	BRONX	RAPID PETROLEUM	-0.0643 GAL. 1.3973 GAL.
2887052	9.0	#6	BROOKLYN	RAPID PETROLEUM	-0.0643 GAL. 1.4123 GAL.
2887052	15.0	#6	S.I.	RAPID PETROLEUM	-0.0643 GAL. 1.4483 GAL.
2887054	12.0	#6	QUEENS	CASTLE OIL CORPORATION	-0.0643 GAL. 1.4164 GAL.
2787347	1.0	JETA	FLOYD BENNETT	SPRAGUE ENERGY CORP	+0.0353 GAL. 2.8882 GAL.

**OFFICIAL FUEL PRICE SCHEDULE NO. 6150  
 FUEL OIL, PRIME AND START**

CONTRACT NO.	ITEM NO.	FUEL/OIL TYPE	VENDOR	CHANGE	PRICE EFF. 11/10/2008
2787117	1.0	#2	MANH	PACIFIC ENERGY	+0.0328 GAL. 2.1604 GAL.
2787117	79.0	#2	BRONX	PACIFIC ENERGY	+0.0328 GAL. 2.1604 GAL.
2787117	157.0	#2	QNS., BROOKLYN & S.I.	PACIFIC ENERGY	+0.0328 GAL. 2.1594 GAL.
2787118	235.0	#4	CITY WIDE BY TW	EAST COAST PETROLEUM	-0.0254 GAL. 1.8535 GAL.
2787118	236.0	#6	CITY WIDE BY TW	EAST COAST PETROLEUM	-0.0643 GAL. 1.6424 GAL.

**OFFICIAL FUEL PRICE SCHEDULE NO. 6151  
 FUEL OIL AND REPAIRS**

CONTRACT NO.	ITEM NO.	FUEL/OIL TYPE	VENDOR	CHANGE	PRICE EFF. 11/10/2008
2787112	1.0	#2	MANH	SJ FUEL CO. INC.	+0.0328 GAL. 2.0384 GAL.
2787113	79.0	#2	BRONX	PACIFIC ENERGY	+0.0328 GAL. 1.9830 GAL.
2787114	157.0	#2	QNS., BROOKLYN & S.I.	NU WAY FUEL OIL	+0.0328 GAL. 2.1540 GAL.
2787115	234.0	#4	CITY WIDE BY TW	EAST COAST PETROLEUM	-0.0254 GAL. 1.8095 GAL.

**OFFICIAL FUEL PRICE SCHEDULE NO. 6152  
 GASOLINE**

CONTRACT NO.	ITEM NO.	FUEL/OIL TYPE	VENDOR	CHANGE	PRICE EFF. 11/10/2008
2687312	1.0	E70	CITY WIDE BY TW	SPRAGUE ENERGY CORP.	-0.0205 GAL. 2.1249 GAL.
2787192	7.0	PREM	CITY WIDE BY TW	METRO TERMINALS	-0.1213 GAL. 1.8204 GAL.
2887274	6.0	PREM	CITY WIDE BY VEHICLE	SPRAGUE ENERGY CORP.	-0.1213 GAL. 2.0539 GAL.
2787192	1.0	U.L.	CITY WIDE BY TW	METRO TERMINALS	-0.0774 GAL. 1.6082 GAL.
2887274	1.0	U.L.	MANH P/U BY VEHICLE	SPRAGUE ENERGY CORP.	-0.0774 GAL. 1.9793 GAL.
2887274	2.0	U.L.	BX P/U BY VEHICLE	SPRAGUE ENERGY CORP.	-0.0774 GAL. 1.8793 GAL.
2887274	3.0	U.L.	BR P/U BY VEHICLE	SPRAGUE ENERGY CORP.	-0.0774 GAL. 1.8793 GAL.
2887274	4.0	U.L.	QNS P/U BY VEHICLE	SPRAGUE ENERGY CORP.	-0.0774 GAL. 1.8793 GAL.
2887274	5.0	U.L.	S.I. P/U BY VEHICLE	SPRAGUE ENERGY CORP.	-0.0774 GAL. 1.8793 GAL.

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harassment has occurred at such premises in the form of threats, use of physical force, deprivation of essential services such as heat, water, gas or electric, or by any other conduct intended to cause persons to vacate the premises or waive rights related to their occupancy. Upon the issuance of a Certification, an owner can legally convert the premises to non-single room occupancy use.

Comments as to whether harassment has occurred at the premises should be submitted to the Anti-Harassment Unit, 100 Gold Street, 3rd Floor, New York, NY 10038, by letter postmarked not later than 30 days from the date of this notice or by an in-person statement made within the same period. To schedule an appointment for an in-person statement call (212) 863-8272.

n10-17

OFFICE OF PRESERVATION SERVICES CERTIFICATION OF NO HARASSMENT UNIT

REQUEST FOR COMMENT ON APPLICATION FOR CERTIFICATION OF NO HARASSMENT PURSUANT TO THE SPECIAL CLINTON DISTRICT PROVISIONS

OF THE ZONING RESOLUTION

DATE OF NOTICE: November 10, 2008

TO: OCCUPANTS, FORMER OCCUPANTS AND OTHER INTERESTED PARTIES OF

Table with columns: Address, Application #, Inquiry Period. Rows include 448 West 46th Street, Manhattan 97/08 and 450 West 46th Street, Manhattan 98/08.

Prior to the issuance of a permit by the Department of Buildings for the alteration or demolition of residential buildings in certain areas of the Special Clinton District, the Department of Housing Preservation and Development is required to certify that: 1) prior to evicting or otherwise terminating the occupancy of any tenant preparatory to alteration or demolition, the owner shall have notified HPD of the owner's intention to alter or demolish the building and 2) the eviction and relocation practices followed by the owner of the building satisfy all applicable legal requirements and that no harassment has occurred.

The owner of the building located at the above-referenced address seeks the issuance of an HPD Certification. The owner has represented and certified to HPD of the owner's intention to alter or demolish the building and that the eviction and relocation practices followed by the owner satisfy all applicable legal requirements and that no harassment has occurred. For your information HPD considers harassment to include, but not be limited to, the threatened or actual use of physical force, deprivation of essential services such as heat, water, gas or electric, or any other conduct intended to cause persons to vacate the premises or waive rights related to their occupancy.

HPD requests that if you have any comments or evidence of unlawful eviction and relocation practices or harassment occurring at the above referenced premises that you notify the Anti-Harassment Unit, 3rd Floor, 100 Gold Street, New York, NY 10038, by letter postmarked not later than 30 days from the date of this notice or by an in-person statement made within the same period. To schedule an appointment for an in-person statement call (212) 863-8272.

n10-17

CHANGES IN PERSONNEL

DEPARTMENT OF CORRECTION FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Department of Correction.

PUBLIC ADVOCATE FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Public Advocate.

CITY COUNCIL FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the City Council.

CITY CLERK FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the City Clerk.

DEPARTMENT FOR THE AGING FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Department for the Aging.

CULTURAL AFFAIRS FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for Cultural Affairs.

FINANCIAL INFO SVCS AGENCY FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Financial Info Svcs Agency.

DEPARTMENT OF JUVENILE JUSTICE FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Department of Juvenile Justice.

OFF OF PAYROLL ADMINISTRATION FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Office of Payroll Administration.

INDEPENDENT BUDGET OFFICE FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Independent Budget Office.

TAXI & LIMOUSINE COMMISSION FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Taxi & Limousine Commission.

PUBLIC SERVICE CORPS FOR PERIOD ENDING 10/17/08

Table with columns: NAME, TITLE, NUM, SALARY, ACTION, PROV, EFF DATE. Lists personnel changes for the Public Service Corps.

HANNA	KATIE	R	10209	\$10.0000	APPOINTED	YES	09/02/08
HERNANDEZ	JOSE	R	10209	\$11.2600	APPOINTED	YES	09/04/08
HUANG	ZHUO HUA		10209	\$9.0000	APPOINTED	YES	09/07/08
HUSAIN	FARAH	D	10209	\$8.5000	APPOINTED	YES	08/16/08
ILLERY	KIARA		10209	\$8.5000	APPOINTED	YES	08/16/08
INFANTE	PEDRO	A	10209	\$8.5000	APPOINTED	YES	09/05/08
KASS	JENNA	D	10209	\$9.0000	APPOINTED	YES	09/02/08
KIRTON	KENNETH	M	10209	\$9.0000	APPOINTED	YES	09/02/08
LOPEZ	JESSICA	M	10209	\$8.5000	APPOINTED	YES	09/03/08
MALSBERGER	HEIDI	M	10209	\$8.0000	APPOINTED	YES	09/02/08
MEDINA	JAYLENE		10209	\$8.5000	APPOINTED	YES	08/16/08
MILTON	KIANA	C	10209	\$8.5000	APPOINTED	YES	10/02/08
MORRIS	JENEEN	M	10209	\$8.5000	APPOINTED	YES	08/31/08
MOYLAN	ISAAC	L	10209	\$9.0000	APPOINTED	YES	09/02/08
MUJEVIC	SELMA		10209	\$10.2500	APPOINTED	YES	09/07/08
NGUYEN	DIEP		10209	\$17.5000	RESIGNED	YES	09/07/08
NUEZI	RICARDO	J	10209	\$8.5000	RESIGNED	YES	09/28/08
NUNEZ	LUIS	V	10209	\$10.0000	APPOINTED	YES	09/02/08
OTCHERE	NANA AKU	A	10209	\$8.5000	APPOINTED	YES	08/16/08
PELLNAT	STEPHEN	C	10209	\$9.0000	APPOINTED	YES	09/02/08
PUMA	TANIA		10209	\$9.0000	APPOINTED	YES	09/16/08
QUASHIE	JANELLE	A	10209	\$9.0000	APPOINTED	YES	09/02/08
REJOUIS	JEHANNE	C	10209	\$8.5000	APPOINTED	YES	08/16/08
RITTWAGER	RACHEL		10209	\$8.5000	APPOINTED	YES	09/01/08
RIVERA	VANESSA		10209	\$8.0000	RESIGNED	YES	09/18/08
SPRINGER	SIOBHAN	L	10209	\$8.5000	APPOINTED	YES	09/07/08
SUGRIM	ASHOK	K	10209	\$9.0000	APPOINTED	YES	09/28/08
TABASSUM	RUHI		10209	\$8.5000	APPOINTED	YES	09/14/08
USMAN	AZIZA	O	10209	\$9.0000	APPOINTED	YES	09/04/08
WARDAK	MARYAM	N	10209	\$8.5000	APPOINTED	YES	08/16/08
WILLIAMS	KITANYA	J	10209	\$10.0000	APPOINTED	YES	09/25/08
WILLIAMS	LAQUANA	A	10209	\$8.5000	APPOINTED	YES	08/27/08
WINE	DANIEL	M	10209	\$9.0000	APPOINTED	YES	09/02/08
WINE-SELLERS	TYSHAWN	M	10209	\$9.0000	APPOINTED	YES	09/02/08
WRIGHT	JAHAIRA	M	10209	\$8.5000	APPOINTED	YES	09/14/08

OFFICE OF LABOR RELATIONS  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
GUTIERREZ	CARMEN	L	10251	\$31195.0000	APPOINTED	YES	10/05/08
POLK	LISA		10026	\$87199.0000	INCREASE	NO	09/01/08
RUSSO	KAREN	L	10025	\$61125.0000	INCREASE	YES	09/01/08
STANEVICH	JASON	R	06361	\$79651.0000	RESIGNED	YES	09/19/08

HUMAN RIGHTS COMMISSION  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
LEE	ROSA	S	91415	\$19.4600	APPOINTED	YES	09/29/08
MAHABIR	CHRISTIN	A	30087	\$49169.0000	RESIGNED	YES	10/10/08
WILSON	MARK	H	30087	\$71205.0000	DISMISSED	YES	10/03/08

DEPT OF YOUTH & COMM DEV SRVS  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
BLUE	DIANA		56099	\$12.7900	RESIGNED	YES	09/16/08
BROWN JR.	JOSHUA		56099	\$11.1300	RESIGNED	YES	09/23/08
CALLIS	DARREN		56099	\$11.1300	RESIGNED	YES	09/20/08
CATLIN	VENICE	K	56099	\$11.1300	RESIGNED	YES	09/19/08
CESAIRE, JR	ARNOLD		56099	\$11.1300	RESIGNED	YES	09/18/08
CHEN	BRIAN	E	56099	\$11.1300	RESIGNED	YES	09/18/08
CHURCH-ADAMS	THOMAS	J	56099	\$11.1300	RESIGNED	YES	09/17/08
CLARKE	CIARA	C	56099	\$11.1300	RESIGNED	YES	09/18/08
ELLILI-GARCIA	KAYLA		56099	\$11.1300	RESIGNED	YES	09/19/08
ESTERENE	PORSHA	H	56099	\$11.1300	RESIGNED	YES	09/19/08
FLUDD	SHARON		56099	\$11.1300	RESIGNED	YES	09/20/08
HAYES	SANDRA	R	56099	\$11.1300	RESIGNED	YES	06/28/08
HOYTE	SHANE		56099	\$11.1300	RESIGNED	YES	08/15/08
HUSTON	MILISHA		40562	\$46923.0000	APPOINTED	YES	10/05/08
JEUDY	ALEXANDR	L	56099	\$11.1300	RESIGNED	YES	09/17/08
JORDAN	EBONY	C	10095	\$60000.0000	INCREASE	YES	09/07/08
MAUGHN	RIAN	E	56099	\$11.1300	RESIGNED	YES	09/20/08
MCLEOD JR	CURTIS		56099	\$11.1300	RESIGNED	YES	09/19/08
MONTERO	CARMEN	J	40562	\$53962.0000	INCREASE	YES	07/13/08
NELSON	JENNIFER	A	56099	\$11.1300	RESIGNED	YES	09/19/08
NORMAN	ELIZABET	L	12627	\$72000.0000	RESIGNED	YES	10/05/08
NURSE	MARCELLA	C	10025	\$55000.0000	RESIGNED	YES	07/01/08
RAMACHANDRA	KARUNA		40562	\$53962.0000	APPOINTED	YES	10/05/08
REDDISH	BENNIE	T	56099	\$11.1300	RESIGNED	YES	09/17/08
RICHARDS	NATASHA		56099	\$11.1300	RESIGNED	YES	10/02/08
ROBINSON	MICHAEL		56099	\$11.1300	RESIGNED	YES	10/02/08
SHELTON	ANGELA	A	10095	\$85000.0000	RESIGNED	YES	10/07/08
WASHINGTON	CHANELL		56099	\$12.7900	RESIGNED	YES	09/19/08
WILLIAMS	SHANTEL		56099	\$11.1300	RESIGNED	YES	09/18/08

MANHATTAN COMMUNITY BOARD #9  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
MCCLEAN	LAWRENCE	T	56086	\$61550.0000	RESIGNED	YES	06/15/08

QUEENS COMMUNITY BOARD #9  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
BARAYEVA	IRINA		56056	\$29454.0000	INCREASE	YES	07/01/08

COMMUNITY COLLEGE (BRONX)  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
BAILEY	LORNA	K	04294	\$58.6800	APPOINTED	YES	10/04/08
BAUTISTA	RAMON		04688	\$35.2100	APPOINTED	YES	09/23/08
BORELLI	RECIA	A	04688	\$35.2100	APPOINTED	YES	09/26/08
BROWN	NICKESHA		10101	\$7.1500	APPOINTED	YES	08/01/08
BUENO	JULIO		10102	\$9.3500	APPOINTED	YES	09/28/08
DECENA	MANUEL		10102	\$10.0000	DECREASE	YES	10/01/08
HENDERSON	MITCHELL		04075	\$82136.0000	RESIGNED	YES	10/11/08
JEREMIAS-SOTO	YAQUELYN		10102	\$10.0000	DECREASE	YES	10/01/08
JOHNSON	MICHAEL		04688	\$35.2100	APPOINTED	YES	09/26/08
MOSTAFA	NASIMA		10101	\$7.1500	APPOINTED	YES	09/01/08
NUNEZ	GEORGINA		10102	\$13.1300	APPOINTED	YES	09/17/08
RAMAZ	ERIK		04688	\$35.2100	APPOINTED	YES	09/26/08
RIVIERE	DWAYNE	O	10102	\$10.0000	RESIGNED	YES	08/22/08
SCHWARTZ	SAMUEL		04291	\$86.0900	APPOINTED	YES	09/04/08
THOMAS	KENISHA	T	04017	\$45765.0000	APPOINTED	YES	10/01/08

COMMUNITY COLLEGE (QUEENSBORO)  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
AIKAS	ROSE-MAR		04609	\$58.6800	APPOINTED	YES	08/27/08
BAEZ	AGUSTIN	A	10102	\$10.9900	APPOINTED	YES	10/02/08
BANNON	SHELE	E	04607	\$66.5500	APPOINTED	YES	08/27/08
BELTZER	SCOTT	B	04689	\$35.2100	APPOINTED	YES	09/10/08
BIJRAJ	DHARMANA		10102	\$10.5700	APPOINTED	YES	08/13/08
CAMBRE	JAVIER		04687	\$39.9300	APPOINTED	YES	08/27/08
COLASANTO	CHRISTIN		04294	\$58.6800	APPOINTED	YES	08/27/08
DEETZ	AARON	M	04611	\$23.1700	APPOINTED	YES	09/01/08
DIBATTISTA	DEBRA	A	10102	\$15.0000	APPOINTED	YES	10/11/08
DIZINNO	NICHOLAS	A	04609	\$37.8160	APPOINTED	YES	09/28/08
FERGUSON	DRALON	B	10102	\$11.1100	APPOINTED	YES	10/03/08
FICAROLA	STEPHEN	J	10102	\$11.1600	APPOINTED	YES	10/02/08
GILLEAUDEAU	JOHN	A	04689	\$41.5000	APPOINTED	YES	08/27/08
GOLEBIEWSKA	URSZULA	P	04607	\$66.5500	APPOINTED	YES	08/27/08
KHAN	BIBI	N	10102	\$10.5700	APPOINTED	YES	08/22/08
KING	CAROLYN		04609	\$58.6800	APPOINTED	YES	08/27/08
KUMAR	HEMANT	R	04294	\$36.8850	APPOINTED	YES	09/28/08
LUO	DI		10102	\$11.3500	APPOINTED	YES	09/22/08
MARCUS	SARA		04607	\$66.5500	APPOINTED	YES	08/27/08
MILLER	MICHAEL	G	04625	\$41.6100	APPOINTED	YES	09/17/08
NIN	IRMA		10102	\$10.5700	RESIGNED	YES	09/24/08
PARKER	JASMINE	R	10102	\$11.1600	APPOINTED	YES	10/02/08
PETERS	CARLYON	Y	10102	\$11.3500	APPOINTED	YES	10/06/08
RAHIMI	DELKHA		10102	\$10.9900	APPOINTED	YES	10/06/08
RIZZUTO	ROSE	A	10102	\$18.4700	RESIGNED	YES	09/06/08

ROSEN	TED		04687	\$43.2000	APPOINTED	YES	08/27/08
SAID	RANA		10102	\$10.9900	APPOINTED	YES	10/10/08
SANCHEZ	LENNY	C	10102	\$14.0000	APPOINTED	YES	09/29/08
SHAMIM	SUMAIRA		10102	\$10.5700	APPOINTED	YES	09/25/08
TRAYER	AMY		04607	\$66.5500	APPOINTED	YES	08/27/08
UNGER	MICHAEL	A	04608	\$58.6800	APPOINTED	YES	08/27/08
VARGAS-RODRIGUE	AIMEE	J	04687	\$41.5400	APPOINTED	YES	08/27/08
WALI	RANGINA		10102	\$10.9900	APPOINTED	YES	10/06/08
WU	LIHUA		10102	\$11.1100	APPOINTED	YES	10/06/08
YANG	HANG		04832	\$17.8500	APPOINTED	YES	10/01/08
YAO	WEI		10102	\$11.1100	APPOINTED	YES	10/06/08

COMMUNITY COLLEGE (KINGSBORO)  
FOR PERIOD ENDING 10/17/08

NAME	TITLE	NUM	SALARY	ACTION	PROV	EFF DATE	
ADAMS	TREVON	K	10102	\$10.6800	APPOINTED	YES	09/12/08
ARNOW	JACK		04293	\$57.9790	APPOINTED	YES	09/28/08
ASKEW	SHANEEQU		04689	\$94.8264	APPOINTED	YES	09/14/08
BERGONZO	ELEANOR	F	04802	\$31765.0000	RESIGNED	NO	10/05/08
BRADFORD	UDA		04686	\$71.8438	APPOINTED	YES	09/28/08
CASE	NICOLE	C	10102	\$9.3500	APPOINTED	YES	09/25/08
FRAPPOLLO	MICHELIN		10102	\$9.3500	APPOINTED	YES	09/21/08
HARRIS	JOHERRA	D	04294	\$36.1320	APPOINTED	YES	09/14/08
HOYLER	LAUREN	A	10102	\$11.7100	APPOINTED	YES	09/09/08
HSIN	STELLA		10102	\$10.6800	APPOINTED	YES	09/12/08
JESMIN	TANIA		10102	\$10.6800	APPOINTED	YES	09/09/08
JOHNSON	WINNIFRE	A	04601	\$23.1700	APPOINTED	YES	09/29/08
KATZ	ALLISON	L	04294	\$27.4105	APPOINTED	YES	09/14/08
KAUFMAN	JOSHUA	B	10102	\$9.3500	APPOINTED	YES	10/02/08
KOLOTKIN	ALEX		10102	\$10.9500	RESIGNED	YES	09/18/08
LIU	SHING		04075	\$71716.0000	APPOINTED	YES	09/28/08
MALONE	BRENDAN		04294	\$27.4105	APPOINTED	YES	09/14/08
MCCLINTOCK	ELAINE		04802	\$37235.0000	RETIRED	NO	10/01/08
MELNICK	EILEEN		04293	\$146.2273	DECREASED	YES	10/06/08
MOORE	SIMMEON	T	10101	\$7.1500	APPOINTED	YES	10/02/08
MORCILIO	LIANA	M	10102	\$9.3500	APPOINTED	YES	09/24/08
PRAUATA	MICHELLE	R	10102	\$10.6800	APPOINTED	YES	09/12/08
ROMANO	ANNE		04024	\$52301.0000	APPOINTED	YES	09/24/08
SCHIAVONE	JOHN	A	10102	\$10.6800			

# 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](http://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](http://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 or 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.