

**NYC DEPARTMENT OF ENVIRONMENTAL PROTECTION
BUREAU OF ENGINEERING DESIGN AND CONSTRUCTION
CROTON FACILITY MONITORING COMMITTEE MEETING MINUTES
WEDNESDAY, OCTOBER 19, 2011 – 7:00 PM**

The Croton Facility Monitoring Committee (CFMC) met on Wednesday, October 19, 2011 at the DEP Community Office, 3660 Jerome Avenue, Bronx, NY 10467. The meeting came to order at 7:20 pm.

Attending - CFMC Representatives:

Father Richard Gorman, Chair, CFMC and Community Board # 12; Hector Aponte, Bronx Borough Commissioner, Department of Parks & Recreation (DPR); Robert Fanuzzi, Chair, Community Board #8; Paul Foster, Chair, Community Board #7; Wilhelm Ronda, Bronx Borough President's Office; Council Member G. Oliver Koppell & George Diaz, Office of Council Member Koppell; Mark Lanaghan, Department of Environmental Protection (DEP).

Others Attending: Tom McNeil of Assembly Member Dinowitz's Office; DEP Staff; DEP Construction Manager; members of the public and press. Attendees are listed on *Attachment 1*. Agenda is *Attachment 2*.

Adoption of CFMC Meeting Minutes

Fr Gorman asked for and received a motion by Mr. Ronda, seconded by Mr. Lanaghan, to approve the September 15, 2011 meeting minutes as amended. Upon a motion by Mr. Ronda, seconded by Mr. Lanaghan, they were adopted without objection.

DEP Comments - Construction of a Pedestrian Bridge over the Major Deegan Expressway (MDE) using CRO 312 FM Funding and Tree Removal at Jerome Park Reservoir (JPR)

Pedestrian Bridge over MDE

Mr. Lanaghan said a letter from DEP Commissioner Strickland will be sent to the CFMC as soon as it is signed. **Note:** DEP letter is *Attachment 3*. In reply to questions, Mr. Lanaghan said the CRO 312 FM funding cannot be used for another purpose. Fr. Gorman asked that Commissioner Strickland attend a CFMC meeting. Mr. Lanaghan said the Commissioner would likely want to meet with the CFMC and he will work on scheduling a date.

Daily News article dated September 23, 2011

As a follow up to a recent Juan Gonzalez column in the Daily News, there was a discussion about DPR's progress on spending all of the Croton- funded parks mitigation money. Commissioner Aponte commented on the progress of the DPR work. Neither DEP nor DPR expressed a problem transferring money from the DEP budget to pay for the DPR improvements as payments become due. Fr Gorman requested that DPR make a detailed presentation at the next CFMC meeting about the status of each project and the funding spent on each. Mr. Fanuzzi requested a copy of the Memorandum of Understanding (MOU) at the next meeting. He expressed concern, together with area

resident Gary Axelbank, that money allocated for mitigation has devalued over time due to inflation.

Tree Removal at JPR Earthen Dam

There was a discussion about the telephone conference that Fr. Gorman, Assembly Member Dinowitz and Mr. Fanuzzi held with NYS Department of Environmental Conservation (NYSDEC) officials about dam safety and NYSDEC's requirements for tree removal. Although NYSDEC said the agency generally preferred no trees on earthen dams, staff said they will consider exceptions at JPR on a case by case basis. There was a discussion about exceptions granted at NYCDEP's Hillview Reservoir in Yonkers. Mr. Fanuzzi said that exemptions that were granted at Hillview should be replicated at JPR. NYSDEC did not agree to a JPR site visit; however, Mr. Lanaghan said that James Roberts, Deputy Commissioner of Bureau of Water and Sewer Operations, believes the current plan for tree removal retains the maximum number of trees that NYSDEC would allow. Fr. Gorman requested a copy of the engineering report and a maintenance plan that DEP will submit to NYSDEC. Mr. Lanaghan said he would check on the report and plan status. He further stated that no trees will be removed this year. Mr. Lanaghan added that public input will be possible and some of the community's comments have already been heard. The discussion continued among Messrs. Lanaghan, Fanuzzi, Ronda, Council Member Koppell, and Anne Marie Garti, Jerome Park Conservancy. Fr. Gorman said that he will send a copy of the geotechnical report to NYSDEC on behalf of the CFMC and ask them to allow the trees that are in good condition (highlighted in *Attachment 4*) to remain. Fr. Gorman also requested that Parks & DEP staff attend the November meeting to further discuss the issue.

DEP explanation about use of the Request for Proposals (RFP) & Bid Process

Mr. Lanaghan handed out & cited relevant provisions of the NYC Procurement Policy Board rules that pertain to solicitation of contractor or vendor contracts. See *Attachment 5*. In general, competitive sealed bids are required when an agency knows precisely what is to be bought and price is the differentiator. In such cases, the vendor/contractor with the lowest price quoted gets the work. When an agency wants an innovative or best quality recommendation and input from an outside contractor, the RFP process is used. In the RFP process, price is not the most important consideration for selection. There was a discussion between Messrs. Koppell and Lanaghan about changes in a contract's scope and the purpose of change orders. Fr. Gorman requested that at the next meeting DEP give the CFMC a written explanation about the Croton design contract and its change orders and cost to complete the discussion of this matter.

Update on Schedule, Costs, Construction Activities

Costs - Attachment 6

Mr. Daly referenced the Croton cost report which had been distributed in advance of the meeting. There were no questions.

Construction Update/Look-ahead - Attachment 7

Mr. Daly gave the update using a diagram he created of the Croton Water Supply system that illustrates the raw water flow into the Bronx and the system of flow in and treated

water out of the Croton facility. Mr. Daly then answered several questions about the system.

The CRO-312 contractors continue to construct the Croton Filter Plant facility at the Van Cortlandt Park (VCP) site. Most of the concrete is placed. Work is continuing at the above-ground Arrivals and Receiving Building, Chemical Fill Station and Vent Structures and Stairs. Architectural features at the above ground buildings will commence next year. Installation of the 84" water main at the VCP front entrance driveway continues. As previously explained, this water main will be capped at Jerome Ave. and at a later time may be connected to the distribution system. DEP has completed relocation of First Tee's electric power. Con Ed electric power is being brought to the plant from Yonkers and two of four Con Ed feeders have been installed. Other utility work is ongoing including sewers and storm drain piping. Also, construction of retaining walls and foundations for driving range netting poles is ongoing. Construction within the treatment plant structure continues including the installation of mechanical, electrical, plumbing and HVAC equipment. Considerable electrical work remains, and more than 200 electricians are working two shifts and on weekends. Checkout and Field Equipment Testing of the process equipment within the plan is expected to begin soon.

The CRO-313 tunnel contract is being closed-out.

CRO-312FM will not build the force main. Restoration of test pits will be required before the contract is closed out.

Construction of the Shaft and Meter Chamber at Jerome Park Reservoir including large diameter pipes and valves under CRO-312OS is well advanced. Work continues on installation of mezzanine grating, drain piping and electrical work. Electrical work is also underway inside Gate House No. 5. Work on the South Basin Ramp at JPR is continuing. Sluice gate replacement and upgrades are continuing at Gate House No. 5 and Gate House No. 7. At Gate House No 1, the gate replacement work is expected to take six months and will start in the near future. The Goulden Ave. street work has been proceeding on schedule. Two lanes of traffic on Goulden Ave. between 205 St and Sedgwick Ave. are in operation without complaints from the Bronx High School of Science or community residents. Disinfection and pressure testing of the new water main pipes will begin soon. Yard piping installation at the Shaft and Meter Chamber will be commencing this year. As previously reported, rock excavation for some yard pipe trenches will require additional blasting behind the noise wall - minimal in comparison to the previous blasting at the Shaft and Meter Chamber. Any blast will be after school hours and should not result in undue vibrations or noise. The next excavation, for water main connections on the street at Sedgwick and Goulden Aves., is likely to start in summer 2012.

Mr. Daly again said that it's expected that the JPR basins will remain empty until rehabilitation work is completed on the NCA, including constructing a concrete plug adjacent to Shaft 21. The Low Service Shaft cap work at the Shaft and Meter Chamber will follow the installation of the plug.

Update on Croton Jobs —Attachment 8

Mr. Lanaghan spoke briefly about the current Croton jobs report and the largest purchases of Bronx-based goods and services. Mr. Lanaghan said that 80 jobs were added from the previous report, 10% of which went to Bronx residents. However, the overall trend has been generally consistent over the past year. There was a discussion among Messrs. Ronda, Lanaghan and Tom Farrell, construction manager, concerning the difficulty of quantifying the cumulative number of Bronx purchases. Mr. Lanaghan said that DEP will not maintain full time outreach staff beyond the end of the year because of the fall-off of foot traffic and reduction in calls to the office. The community office will remain available for CFMC meetings, training and other purposes. Mr. Lanaghan praised the work of Robert Barnes who has directed the office since 2004.

CFMC Discussion

The CFMC set the next meeting for Wednesday, November 16, 2011 at 7 pm at the DEP community office. Fr. Gorman requested the following items:

- Presentation by the Independent Budget Office (IBO) on Croton costs and DPR parks improvements
- Comment from Lehman College about use of its parking lot for JPR jogging path
- Presentation by DPR about status of parks improvements and funds expended
- Written explanation of design contract change orders & cost
- Further discussion about dam safety

Fr. Gorman adjourned the meeting at 9:35 pm.

10/19/2011

NYC DEP - CROTON FMC

Attachment 1

<u>Name</u>	<u>Organization / Company</u>	<u>Address</u>	<u>Phone</u>	<u>Fax</u>	<u>E-Mail</u>
Anne Marie Garti	Jerome Park Conservancy	3967 Sedgwick Ave Bronx NY	(718) 884-7864		annemarie@garti.net
Mark Lanaghan	Department of Environmental Protection	59-17 Junction Boulevard Flushing NY 11368	(718) 595-3519		mlanaghan@dep.nyc.gov
Thomas Farrell, PE	Construction Manager	3701 Jerome Avenue Bronx, NY 10467	(718) 696-2000	(718) 324-3034	thomas.farrell@shawgrp.com
George Diaz	Office of Council Member Oliver Koppell	3636 Waldo Ave Bronx NY 10463	(718) 549-7300	(718) 798-3879	gdiaz@council.nyc.gov
Robert Barnes	DEP Community Office	3660 Jerome Avenue Bronx NY 10467	(718) 231-8470	(718) 231-8857	rbarnes@dep.nyc.gov
Adam Wisnieski	Riverdale Press	6155 Broadway Bronx NY	(718) 593 6500		awisnieski@riverdalepress.com
Fr. Richard Gorman	Chairman, Community Board #12	4101 White Plains Road Bronx NY 10466	(718) 881-4455	(718) 231-0635	cb12@optonline.net rgorman@cb.nyc.gov
Hector Aponte	NYC Dept of Parks & Recreation	1 Bronx River Parkway Bronx NY	(718) 430-1801		hector.aponte@parks.nyc.gov
Martha Holstein	Strategic Urban Solutions	335 Adams Street Brooklyn, NY 11201	(718) 625-1005 x. 223	(718) 625-1032	mholstein@urbansol.com
Bernard Daly, PE	DEP BEDC Croton Project Manager	3701 Jerome Avenue Bronx, NY 10467	(718) 696-2000	(718) 324-3034	bdaly@dep.nyc.gov
Josh Sager	DEP BEDC Croton Project Design	96-05 Horace Harding Exp Flushing NY	(718) 595 3081		jsager@dep.nyc.gov
Paul Foster	Chairman, Community Board #7	229A E. 204 Street NY 10458 Bronx	(718) 933-5650		pfoster@optonline.net
Wilhelm Ronda	Bronx Borough President's Office	851 Grand Concourse Bronx NY 10451	(718) 590 8087		wronda@bronxbp.nyc.gov
Gary Axelbank	Resident	Van Cortlandt Village	(718) 960 8707		gaxinthebronx@gmail.com

NYC DEP - CROTON FCMC

Page 2 Continued.....

<u>Name</u>	<u>Organization / Company</u>	<u>Address</u>	<u>Phone</u>	<u>Fax</u>	<u>E-Mail</u>
Lauren Competello, PE	BEDC Design, NYCDEP	3701 Jerome Ave. Bronx NY 10467	(718) 595-6221	(718) 595-3477	laurenc@dep.nyc.gov
Robert Fanuzzi	Chairman, Community Board #8	5676 Riverdale Avenue Bronx NY 10471	(718) 884-4740	(718) 796-2763	fanuzzir@stjohns.edu
Hon. Oliver Koppell	City Council Member	3636 Waldo Avenue Bronx NY 10463	(718) 549 7300		okoppell@council.nyc.gov
Margot Perron	NYC Department of Parks & Recreation	1 Bronx River Pkwy Bronx NY	(718) 430 1890		margot.perron@parks.nyc.gov
Tom McNeil	Assistant to Assembly Member Dinowitz	3107 Kingsbridge Avenue Bronx NY 10463	(718) 796-5345	(718) 796-0694	thomas0330@hotmail.com

Agenda
Croton Facility Monitoring Committee Meeting
Wednesday, October 19, 2011 – 7:00 PM
DEP Community Office – 3660 Jerome Avenue, Bronx NY 10467 - (718) 231-8470

- | | |
|--|------------------------------|
| I Welcome | Father Richard Gorman, Chair |
| II Consider, Adopt 9/15/11 Meeting Minutes | CFMC Representatives |
| III Status of DEP’s Consideration of
Pedestrian Bridge over MDE &
Tree Removal at JPR | Mark Lanaghan, DEP |
| Discussion of CFMC contact with DEC
Regarding Tree Removal on Earthen Dams | Fr Gorman & FMC Members |
| IV Explanation of DEP RFP & Bid Process | Mark Lanaghan, DEP |
| V Construction Update, Schedule & Costs | Bernard Daly, P.E., DEP |
| <i>Future Use of Gate Houses at JPR
Status of CRO 312, OS, 313, 334 &
Construction at Goulden Ave.</i> | |
| VI Croton Jobs & Bronx Purchases | Mark Lanaghan, DEP |
| VII CFMC Discussion, Set Next Meeting | CFMC Representatives |
| VIII Adjourn | |



October 20, 2011

Fr. Richard Gorman
Chair
Community Board 12
Borough of the Bronx
4101 White Plains Road
Bronx, NY 10466

Carter H. Strickland, Jr.
Commissioner
cstrickland@dep.nyc.gov

59-17 Junction Boulevard
Flushing, NY 11373
T: (718) 595-6565
F: (718) 595-3557

Dear Father Gorman:

I am writing in response to your July 13, 2011 letter to former DEP Commissioner Cas Holloway concerning the cancellation of the Croton force main. In the letter you suggested that the funds no longer needed for the Croton force main could be re-programmed to "projects important to local residents," such as the Van Cortlandt Park pedestrian bridge, or a pathway around the perimeter of the Jerome Park Reservoir (JPR), or other construction needed to afford greater access to JPR.

I understand that during your July 19th visit to the Jerome Park Reservoir, Commissioner Holloway mentioned that DEP will be making some repairs to the perimeter path and the walls surrounding the perimeter path as well as removing and replacing the overgrown inner fence. As discussed at recent meetings of the Croton Facility Monitoring Committee, DEP staff is in the process of developing the scope of work for an in-house design assignment to accomplish that work. The design work will lead to detailed plans and specifications that will become the scope of work of a new contract. We believe this work is important to the long-term safety and reliability of JPR; the work will also enable visitors to use the site safely during the pilot access periods.

Of the three projects you mention, two of them are already planned and one is already in design. The repairs to the interior of the JPR are discussed above. As you know from presentations at the Monitoring Committee, the Parks Department is designing a \$5 million project, funded by DEP, to make improvements to the exterior of JPR that would facilitate jogging around the exterior.

The remaining project is the Van Cortlandt Park pedestrian bridge which has a very long history. At the request of the community, and in fulfillment of an obligation from the 1999 City Council ULURP resolution approving the Mosholu site, DEP's Croton design consultant commissioned the firm of Philip Habib & Associates to evaluate the options for a pedestrian crossing over the Major Deegan Expressway within Van Cortlandt Park. DEP's obligation from the 1999 resolution is to conduct a feasibility study and, if the study determines

the bridge is “technically, legally and financially feasible”, to pay for bridge upgrades.

The Philip Habib & Associates report looked at five alternatives and identified one – known as “Alternative E” – as more desirable than the others. DEP’s design consultant gave a preliminary estimate of the construction cost of Alternative E at \$7.5 million. In April 2010 DEP provided the report and the approximate cost estimate to you and the Monitoring Committee. Although the report is primarily an engineering study and does not opine on legal or financial considerations, it does not mention any fatal regulatory obstacles to obtaining the necessary permits. The critical issue is cost.

The economic feasibility of building the pedestrian bridge using DEP capital funds is greatly affected by the fact that the pedestrian bridge was not one of the Parks projects selected for funding in the 2004 Croton Memorandum of Understanding (MOU) that was approved by the City Council and the Legislature. Therefore the bridge is not eligible to receive any of the \$200 million DEP made available for improvements to Bronx parks as part of the MOU. Apart from the funds assigned pursuant to the MOU, DEP does not have capital funds available to improve Bronx parks. In fact, to reduce the burden on our ratepayers, DEP is committed to rethinking our capital plan to stretch every dollar as far as it can go, and making critical water and wastewater investments that New Yorkers can afford. This belt-tightening effort is beginning to pay off. The 7.5% rate increase that the NYC Water Board adopted earlier this year is the lowest in six years, and 35% less than the 11.5% increase had been projected last year.

The cancellation of the force main contract is a separate issue from what DEP can fund the pedestrian bridge. Cancellation of the force main contract is one of many contract changes affecting the overall cost of the Croton filtration plant; as you know from our reporting of change orders to the Monitoring Committee, many contract changes involve cost increases as well as decreases. Any increase or decrease in the costs of an individual Croton contract is only one piece of the overall Croton budget and is not relevant to the issue of funding the Van Cortlandt Park pedestrian bridge from DEP’s budget.

I appreciate your service on the Croton Facility Monitoring Committee and I expect we will have the opportunity to meet in the months ahead.

Very truly yours,



Carter H. Strickland, Jr.

July 7, 2011

RECOMMENDATIONS

Based on our review of existing data and our evaluation, GZA developed **Drawing 1**, attached herewith, to delineate one (1) localized area where all trees are recommended for removal to address potential instability issues indicated by our stability analyses at Sections A-A and B-B. Other trees are specifically recommended for removal as identified below. GZA utilized the following criteria, specific to Jerome Park Reservoir Dam, to recommend the removal of trees:



1. Remove Trees Along the Downstream Slope of the Dam, Around and West of Gatehouse No. 2 (Area A').

Fallen trees along the downstream slope of the dam may result in up to an approximately four-foot-deep loss of soil on the downstream slope. This loss may result in lower stability of the embankments, especially where the soft soil or phreatic surface intercepts the hypothetical critical failure planes for the slope. GZA recommends the removal of trees, stumps, and primary root systems from the downstream edge of the crest to the downstream break in the downstream embankment slope, in areas which are steeper than about 2.5H:1V and which do not have a concrete core wall. This area appears to be approximately 9,000 square feet in area, about 200 ft long by 45 ft wide, from Gatehouse No. 2 to the groin of the slope approximately 150 ft west of the western edge of Gatehouse No. 2. According to NYCDEP's field visits, a total of 77 trees are located within this area and the tree tag numbers for this area are 189-265.

2. Remove Trees Located Within the Existing Downstream Retaining Walls (Areas A and B).

Trees which are observed to be growing from or within (or having root systems within) the stone masonry retaining wall at the downstream toe of the dam are also recommended for removal. Trees growing at the wall have (or will eventually) resulted in displacement of stone masonry blocks and over the long-term could impact the integrity and functionality of the wall. The Parks Department has divided the area for tree removal along the western embankment into four subareas, B1 through B4, as shown on **Drawing 1**. NYCDEP estimated a total of 130 trees growing in areas B1 – B4 in or near the stone masonry retaining wall.

A low retaining wall located at the downstream toe of slope near the pedestrian walkway which is part of Fort Independence Park, included within Area A, is also in need of localized tree removal, as it forms part of the dam embankment. NYCDEP estimated a total of 17 trees growing in or near the wall.



3. Remove Dead Trees (Throughout Dam Embankment).

Dead trees and their root systems will slowly rot, leaving preferential flow paths where roots were once located. They may also present a safety hazard to on-site personnel conducting visual dam inspections or other reservoir operations and site activities. Dead trees in any part of the dam embankment should be removed.

4. Remove Primary Root Systems and Repair Voids.

For all trees that are removed, it is also very important to remove tree stumps, primary root systems, and to repair the resulting void left by the tree and its primary root systems. The void should be repaired by filling with an appropriate controlled, compacted fill, similar to the material that composes the dam. The surface should be loamed and seeded to restore an appropriate grass surface cover to protect against erosion.

One possible exception to removing the root system may be at the stone masonry retaining wall, where removal of the root system may require an impractical degree of removal of the stone masonry retaining wall. For this area, trees growing from the wall may be cut flush with the wall and the remaining stump treated with wood preservative and/or sealant to prolong the decay of the stump and tree roots. Determination of whether or not to remove tree roots in the area of the retaining wall may be made in the field during tree removal process, depending on the localized condition of the wall, the diameter of the tree, and the anticipated extent of the root system.

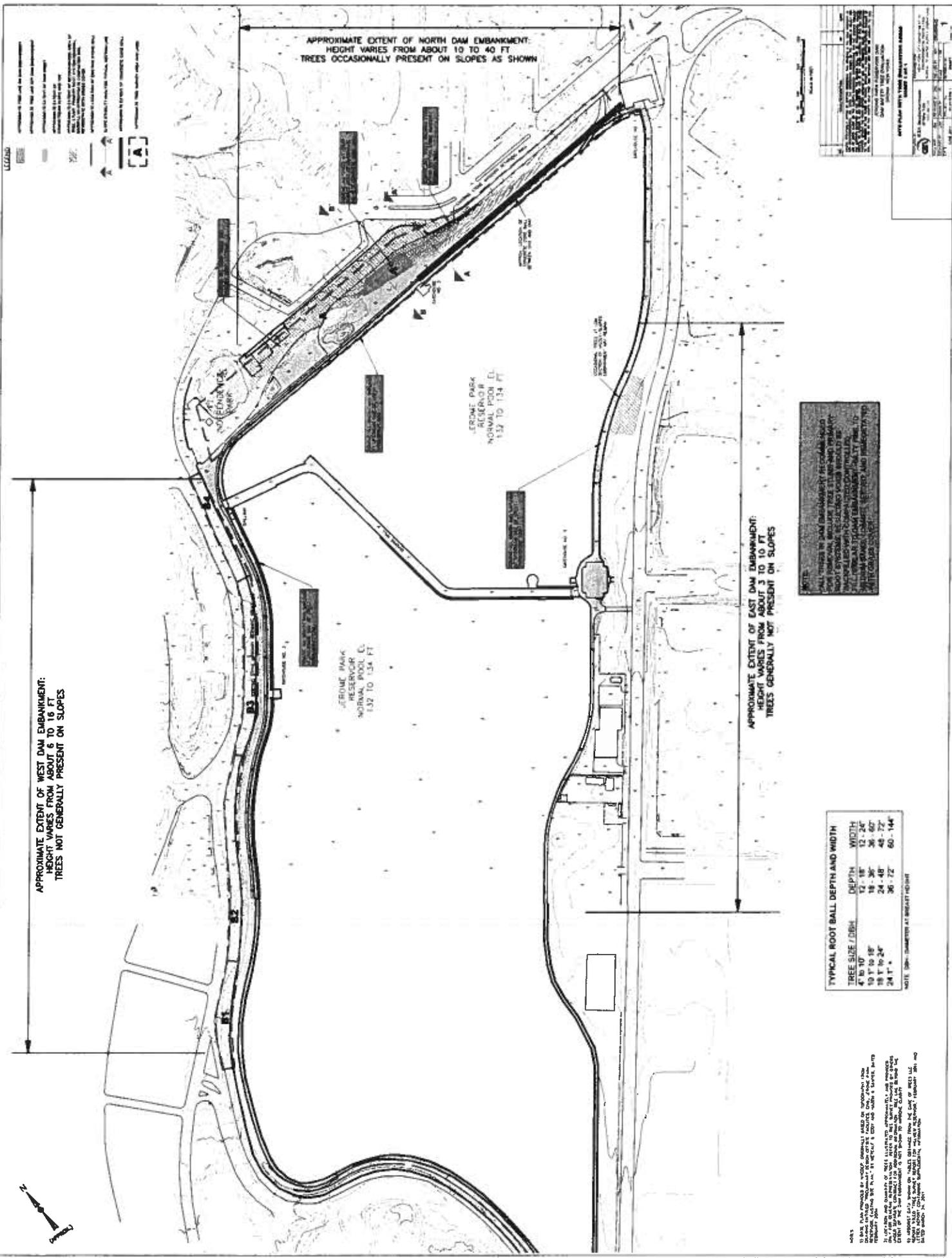
5. Clear Brush and Saplings throughout Dam, Including Upstream Crest and Slope

To improve the ability to access and visually inspect the dam and to mitigate the potential for future issues relating to tree growth, GZA recommends clearing and grubbing of all brush and sapling growth, particularly at the upstream crest and slope of the dam. This includes the area on the reservoir-side of the security fence along the top of the dam.

6. Prune Trees and Clear Underbrush

To maintain the ability to visually inspect and maintain all areas of the dam, low-hanging branches of trees that may remain should be removed to a height of about 10 feet. Additionally, leaf litter should be cleared and brush growth at the downstream slope should be cleared and grubbed to restore visibility and accessibility. Grass or another shallow-rooted vegetative cover should be restored to protect against erosion.





APPROXIMATE EXTENT OF WEST DAM EMBANKMENT:
HEIGHT VARIES FROM ABOUT 10 TO 15 FT
TREES NOT GENERALLY PRESENT ON SLOPES

APPROXIMATE EXTENT OF NORTH DAM EMBANKMENT:
HEIGHT VARIES FROM ABOUT 10 TO 40 FT
TREES OCCASIONALLY PRESENT ON SLOPES AS SHOWN

APPROXIMATE EXTENT OF EAST DAM EMBANKMENT:
HEIGHT VARIES FROM ABOUT 3 TO 10 FT
TREES GENERALLY NOT PRESENT ON SLOPES

JEROME PARK
RESERVOIR
NORMAL POOL C
132 TO 134 FT

JEROME PARK
RESERVOIR
NORMAL POOL D
132 TO 134 FT

TYPICAL ROOT BALL DEPTH AND WIDTH

TREE SIZE / DBH	DEPTH	WIDTH
4 TO 10"	12 - 18"	12 - 24"
10 TO 18"	18 - 24"	24 - 36"
18 TO 24"	24 - 30"	36 - 48"
24 TO 30"	30 - 36"	48 - 60"

NOTE: DBH - DIAMETER AT BREAST HEIGHT

NOTE: TREES TO BE REMOVED FROM THE RESERVOIR AREA SHALL BE REMOVED FROM THE RESERVOIR AREA AND NOT FROM THE ADJACENT LANDS. TREES TO BE REMOVED FROM THE ADJACENT LANDS SHALL BE REMOVED FROM THE ADJACENT LANDS AND NOT FROM THE RESERVOIR AREA.

NOTES:
1. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS FOR THE CONSTRUCTION OF DAMS AND RESERVOIRS.
2. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS FOR THE CONSTRUCTION OF DAMS AND RESERVOIRS.
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5. ALL WORK SHALL BE IN ACCORDANCE WITH THE CITY OF CHICAGO DEPARTMENT OF PUBLIC WORKS SPECIFICATIONS FOR THE CONSTRUCTION OF DAMS AND RESERVOIRS.

DATE: 10/15/2010
DRAWN BY: J. J. JONES
CHECKED BY: J. J. JONES
SCALE: AS SHOWN
PROJECT: JEROME PARK RESERVOIR
SHEET: 1 OF 1

Jerome Park Reservoir Inventory

Section	Tree No.	Species	Common Name	Condition	DBH	Description
B1	1	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	5	Growing out of wall
B1	2	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	3+5 + 4+3+6	Growing out of wall
B1	3	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	2+ 3+3	Growing out of wall
B1	4	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	8+7	Growing out of wall
B1	5	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	4	Growing out of wall
B1	6	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	5+6	Tree removal recommended; growing out of wall
B1	7	<i>Morus sp</i>	mulberry	FAIR	2	Growing out of wall
B1	8	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	7+8	Growing out of wall
B1	9	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	4	Growing out of wall
B1	10	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	6	Growing out of wall
B1	11	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	4+5+6	Growing out of wall
B1	12	<i>Fraxinus sp.</i>	Ash	FAIR	4	Growing out of wall
B1	13	<i>Acer platanoides</i>	Norway maple	POOR	5+4	Tree removal recommended; growing out of wall
B1	14	<i>Morus sp</i>	mulberry	FAIR	14	Growing out of wall
B1	15	<i>Morus sp</i>	mulberry	N/A	2	Missing
B1	16	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	3	Growing out of wall
B1	17	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	9+3+4+6	Growing out of wall
B1	18	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	8+5	Growing out of wall
B1	19	<i>Prunus serotina</i>	Black Cherry	FAIR	8	Growing out of wall
B1	20	<i>Acer platanoides</i>	Norway maple	GOOD	6	Growing out of wall
B1	21	<i>Acer platanoides</i>	Norway maple	FAIR	3+4+5	Growing out of wall
B1	22	<i>Prunus serotina</i>	Black Cherry	FAIR	8	Growing out of wall
B1	23	<i>Acer negundo</i>	Box Elder	FAIR	8	Growing out of wall
B1	24	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	8+6	Growing out of wall
B1	25	<i>Tilia cordata</i>	Linden	GOOD	12	High value tree; no growing conflicts
B1	26	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	12	Growing out of wall
B1	27	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	4+5+6 +7	Tree removal recommended; growing out of wall
B1	28	<i>Tilia cordata</i>	Linden	FAIR	10	No growing conflicts
B1	29	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	9	Growing out of wall
B1	30	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	8	Tree removal recommended; growing out of wall
B2	31	<i>Tilia cordata</i>	Linden	GOOD	12	High value tree; no growing conflicts
B2	32	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	11	High value tree; no growing conflicts
B2	33	<i>Gleditsia tricanthos</i>	Honey Locust	FAIR	13	No growing conflicts
B2	34	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	14	High value tree; no growing conflicts
B2	35	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	14	Growing out of wall
B2	36	<i>Gleditsia tricanthos</i>	Honey Locust	FAIR	15	No growing conflicts
B2	37	<i>Prunus serotina</i>	Black Cherry	FAIR	12+15	Growing out of wall
B2	38	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	10	High value tree; no growing conflicts
B2	39	<i>Tilia cordata</i>	Linden	GOOD	10	High value tree; no growing conflicts
B2	40	<i>Tilia cordata</i>	Linden	GOOD	14	High value tree; no growing conflicts

Jerome Park Reservoir Inventory

B2	41	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	9	High value tree; no growing conflicts
B2	42	<i>Liquidambar styraciflua</i>	sweet gum	FAIR	9	No growing conflicts
B2	43	<i>Tilia cordata</i>	Linden	FAIR	11	No growing conflicts
B2	44	<i>Acer pseudoplatanus</i>	Sycamore Maple	POOR	13+12	Tree removal recommended; growing out of wall
B2	45	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	14	Growing out of wall
B2	46	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	12	Growing out of wall
B2	47	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	11	Growing out of wall
B2	48	<i>Acer pseudoplatanus</i>	Sycamore Maple	POOR	14	Tree removal recommended; growing out of wall
B2	49	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	11	Growing out of wall
B2	50	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	16	Growing out of wall
B2	51	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	3	Growing out of wall
B2	52	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	4+5	Growing out of wall
B2	53	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	4	Growing out of wall
B2	54	<i>Tilia cordata</i>	Linden	GOOD	13	High value tree; no growing conflicts
B2	55	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	4	Growing out of wall
B2	56	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	5	Growing out of wall
B2	57	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	6	Growing out of wall
B2	58	<i>Tilia cordata</i>	Linden	GOOD	12	Growing out of wall
B2	59	<i>Morus sp</i>	mulberry	GOOD	7	Growing out of wall
B2	60	<i>Ailanthus altimus</i>	tree of heaven	FAIR	12	Growing out of wall
B2	61	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	11	High value tree; no growing conflicts
B2	62	<i>Tilia cordata</i>	Linden	GOOD	12	High value tree; no growing conflicts
B2	63	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	2	Growing out of wall
B2	64	<i>Amelancier canadensis</i>	service berry	GOOD	2+2+2	High value tree; no growing conflicts
B2	65	<i>Morus sp</i>	mulberry	FAIR	2+2+2+2	Growing out of wall
B2	66	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	10	High value tree; no growing conflicts
B2	67	<i>Morus sp</i>	mulberry	FAIR	2+2+3	Growing out of wall
B2	68	<i>Amelancier canadensis</i>	service berry	GOOD	2+2	High value tree; no growing conflicts
B2	69	<i>Amelancier canadensis</i>	service berry	GOOD	2+2	High value tree; no growing conflicts
B2	70	<i>Morus sp</i>	mulberry	FAIR	6+9+4	Growing out of wall
B2	71	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	4	Growing out of wall
B2	72	<i>Quercus rubra</i>	red oak	GOOD	14	High value tree; no growing conflicts
B2	73	<i>Morus sp</i>	mulberry	GOOD	4	Growing out of wall
B2	74	<i>Tilia cordata</i>	Linden	GOOD	12	High value tree; no growing conflicts
B2	75	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	4	Growing out of wall
B2	76	<i>Morus sp</i>	mulberry	POOR	12+14	Tree removal recommended; growing out of wall
B2	77	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	18	Growing out of wall
B2	78	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	7	High value tree; no growing conflicts
B3	79	<i>Prunus sp.</i>	Cherry	DEAD	16+14	Tree removal recommended
B3	80	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	6	Growing out of wall
B3	81	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	2	Growing out of wall

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B3	82	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	3+5+2	Growing out of wall
B3	83	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	14	High value tree; no growing conflicts
B3	84	<i>Liquidambar styraciflua</i>	sweet gum	POOR	10	Tree removal recommended
B3	85	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	4+5	Growing out of wall
B3	86	<i>Tilia cordata</i>	Linden	POOR	12	Tree removal recommended
B3	87	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	6+4+3	Growing out of wall
B3	88	<i>Tilia cordata</i>	Linden	FAIR	8	No growing conflicts
B3	89	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	14	High value tree; no growing conflicts
B3	90	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	7	High value tree; no growing conflicts
B3	91	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	12	High value tree; no growing conflicts
B3	92	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	13	Growing out of wall
B3	93	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	12	High value tree; no growing conflicts
B3	94	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	10	High value tree; no growing conflicts
B3	95	<i>Morus sp</i>	mulberry	FAIR	5	Growing out of wall
B3	96	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	10	High value tree; no growing conflicts
B3	97	<i>Quercus palustris</i>	Pin Oak	GOOD	16	Growing out of wall but should be preserved if possible
B3	98	<i>Liquidambar styraciflua</i>	sweet gum	FAIR	7	Growing out of wall
B3	99	<i>Dead</i>	Dead	DEAD	12	Tree removal recommended; growing out of wall
B3	100	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	5	Growing out of wall
B3	101	<i>Morus sp</i>	mulberry	FAIR	2	Growing out of wall
B3	102	<i>Acer pseudoplatanus</i>	Sycamore Maple	POOR	8+4+2	Tree removal recommended; growing out of wall
B3	103	<i>Quercus palustris</i>	Pin Oak	GOOD	21	Growing out of wall but should be preserved if possible
B3	104	<i>Prunus sp.</i>	Cherry	FAIR	2	Growing out of wall
B3	105	<i>Tilia cordata</i>	Linden	FAIR	10	Growing out of wall
B3	106	<i>Morus sp</i>	mulberry	POOR	25	Tree removal recommended; growing out of wall
B3	107	<i>Morus sp</i>	mulberry	N/A	18	Missing
B3	108	<i>Tilia cordata</i>	Linden	GOOD	7	High value tree; no growing conflicts
B3	109	<i>Dead</i>	Dead	N/A	8	Missing
B3	110	<i>Morus sp</i>	mulberry	POOR	2	Tree removal recommended; growing out of wall
B3	111	<i>Allianthus altimus</i>	tree of heaven	FAIR	12	Growing out of wall
B3	112	<i>Allianthus altimus</i>	tree of heaven	FAIR	6+5	Growing out of wall
B3	113	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	13	Growing out of wall but should be preserved if possible
B3	114	<i>Morus sp</i>	mulberry	POOR	2+2+2	Tree removal recommended; growing out of wall
B3	115	<i>Morus sp</i>	mulberry	GOOD	10	Growing out of wall
B3	116	<i>Morus sp</i>	mulberry	GOOD	12+5	Growing out of wall
B3	117	<i>Acer pseudoplatanus</i>	Sycamore Maple	GOOD	6	Growing out of wall
B3	118	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	10	High value tree; no growing conflicts
B3	119	<i>Prunus sp.</i>	Cherry	FAIR	6	Growing out of wall
B3	120	<i>Allianthus altimus</i>	tree of heaven	FAIR	12+10	Growing out of wall
B3	121	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	13	Growing out of wall
B3	122	<i>Quercus palustris</i>	Pin Oak	FAIR	3	Growing out of wall

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B3	123	<i>Quercus palustris</i>	Pin Oak	GOOD	3	Growing out of wall
B3	124	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	6	High value tree; no growing conflicts
B3	125	<i>Ailanthus altimus</i>	tree of heaven	GOOD	12	Growing out of wall
B3	126	<i>Ailanthus altimus</i>	tree of heaven	FAIR	4+6	Growing out of wall
B3	127	<i>Gleditsia tricanthos</i>	Honey Locust	FAIR	5	No growing conflicts
B3	128	<i>Gleditsia tricanthos</i>	Honey Locust	GOOD	13	High value tree; no growing conflicts
B3	129	<i>Gleditsia tricanthos</i>	Honey Locust	FAIR	14	No growing conflicts
B3	130	<i>Gleditsia tricanthos</i>	Honey Locust	N/A	12	Missing
B3	131	<i>Gleditsia tricanthos</i>	Honey Locust	FAIR	4	No growing conflicts
B3	132	<i>Morus sp</i>	mulberry	POOR	3+3+2+2	Tree removal recommended; growing out of wall
B3	133	<i>Morus sp</i>	mulberry	FAIR	13+13+10	Growing out of wall
B3	134	<i>Liquidambar styraciflua</i>	sweet gum	GOOD	9	High value tree; no growing conflicts
B3	135	<i>Morus sp</i>	mulberry	POOR	4+5+2+2	Tree removal recommended; growing out of wall
B3	136	<i>Morus sp</i>	mulberry	FAIR	8	Growing out of wall
B3	137	<i>Morus sp</i>	mulberry	FAIR	10	Growing out of wall
B3	138	<i>Morus sp</i>	mulberry	POOR	6+3+2	Tree removal recommended; growing out of wall
B3	139	<i>Morus sp</i>	mulberry	FAIR	3+3	Growing out of wall
B3	140	<i>Ailanthus altimus</i>	tree of heaven	GOOD	11	Growing out of wall
B3	141	<i>Morus sp</i>	mulberry	FAIR	4	Growing out of wall
B3	142	<i>Ailanthus altimus</i>	tree of heaven	FAIR	6+8+9+10+4	Growing out of wall
B3	143	<i>Tilia cordata</i>	Linden	N/A	4	Remove stump
B3	144	<i>Dead</i>	N/A	N/A	5	Remove stump
B3	145	<i>Dead</i>	N/A	N/A	8	Remove stump
B3	146	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	3+2+2	Tree removal recommended; growing out of wall
B3	147	<i>Ailanthus altimus</i>	tree of heaven	FAIR	10+9+8	Growing out of wall
B3	148	<i>Morus sp</i>	mulberry	FAIR	10+9+8+20	Growing out of wall
B3	149	<i>Ailanthus altimus</i>	tree of heaven	FAIR	14+9	Growing out of wall
B3	150	<i>Quercus palustris</i>	Pin Oak	FAIR	11	Growing out of wall
B3	151	<i>Quercus palustris</i>	Pin Oak	FAIR	4	Growing out of wall
B3	152	<i>Quercus palustris</i>	Pin Oak	GOOD	16	Growing out of wall but should be preserved if possible
B3	153	<i>Tilia cordata</i>	Linden	GOOD	6	High value tree; no growing conflicts
B3	154	<i>Morus sp</i>	mulberry	POOR	12+20+10	Tree removal recommended; growing out of wall
B3	155	<i>Morus sp</i>	mulberry	FAIR	14	Growing out of wall
B4	156	<i>Ailanthus altimus</i>	tree of heaven	GOOD	12	Growing out of wall
B4	157	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	3	Growing out of wall
B4	158	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	5	Growing out of wall
B4	159	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	4+4+5+5	Growing out of wall
B4	160	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	4	Growing out of wall
B4	161	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	6	Tree removal recommended; growing out of wall
B4	162	<i>Tilia cordata</i>	Linden	N/A	11	Growing out of wall
B4	163	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	5+7	Remove stump
						Tree removal recommended; growing out of wall

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B4	164	<i>Allianthus altimus</i>	tree of heaven	GOOD	12	Growing out of wall
B4	165	<i>Prunus sp.</i>	Cherry	FAIR	14	Growing out of wall
B4	166	<i>Tilia cordata</i>	Linden	FAIR	6	No growing conflicts
B4	167	<i>Acer pseudoplatanus</i>	Sycamore Maple	FAIR	16	Growing out of wall
B4	168	<i>Tilia cordata</i>	Linden	FAIR	12	No growing conflicts
B4	169	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	6	Growing out of wall
B4	170	<i>Acer psuedoplatanus</i>	Sycamore Maple	GOOD	10+3	Growing out of wall
B4	171	<i>Quercus palustris</i>	Pin Oak	GOOD	22	Growing out of wall but should be preserved if possible
B4	172	<i>Morus sp</i>	mulberry	GOOD	3	Growing out of wall
B4	173	<i>Morus sp</i>	mulberry	GOOD	5	Growing out of wall
B4	174	<i>Tilia cordata</i>	Linden	GOOD	14	High value tree; no growing conflicts
B4	175	<i>Morus sp</i>	mulberry	POOR	10+14	Tree removal recommended; growing out of wall
B4	176	<i>Allianthus altimus</i>	tree of heaven	GOOD	5	Growing out of wall
B4	177	<i>Tilia cordata</i>	Linden	GOOD	12	High value tree; no growing conflicts
B4	178	<i>Morus sp</i>	mulberry white	POOR	10+14	Tree removal recommended; growing out of wall
B4	178a	<i>Malus sp.</i>	Crabapple	GOOD	4	High value tree; no growing conflicts
B4	178b	<i>Prunus jamaokura</i>	Cherry	GOOD	8	High value tree; no growing conflicts
B4	178c	<i>Malus sp.</i>	Crabapple	GOOD	7	High value tree; no growing conflicts
A	350	<i>Platanus x acerifolia</i>	London Plane	EXCELLENT	30	Great Tree
A	351	<i>Quercus rubra</i>	red oak	GOOD	24	High value tree; no growing conflicts
A	352	<i>Quercus rubra</i>	red oak	GOOD	24	High value tree; no growing conflicts
A	353	<i>Quercus rubra</i>	red oak	GOOD	26	High value tree; no growing conflicts
A	354	<i>Quercus rubra</i>	red oak	GOOD	24	High value tree; no growing conflicts
A	355	<i>Quercus rubra</i>	red oak	GOOD	5	High value tree; no growing conflicts
A	356	<i>Quercus rubra</i>	red oak	GOOD	26	High value tree; no growing conflicts
A	357	<i>Quercus rubra</i>	red oak	GOOD	30	High value tree; no growing conflicts
A	358	<i>Quercus rubra</i>	red oak	GOOD	29	High value tree; no growing conflicts
A	359	<i>Quercus rubra</i>	red oak	GOOD	30	High value tree; no growing conflicts
A	360	<i>Quercus rubra</i>	red oak	FAIR	28	No growing conflicts
A	361	<i>Quercus rubra</i>	red oak	GOOD	22	High value tree; no growing conflicts
A	362	<i>Quercus rubra</i>	red oak	GOOD	36	High value tree; no growing conflicts
A	363	<i>Quercus rubra</i>	red oak	GOOD	31	High value tree; no growing conflicts
A	364	<i>Quercus rubra</i>	red oak	GOOD	33	High value tree; no growing conflicts
A	365	<i>Prunu sp.</i>	Cherry	FAIR	20+26	No growing conflicts
A	366	<i>Quercus rubra</i>	red oak	GOOD	29	High value tree; no growing conflicts
A	367	<i>Quercus rubra</i>	red oak	GOOD	31	High value tree; no growing conflicts
A	368	<i>Prunus serotina</i>	Black Cherry	GOOD	33	High value tree; no growing conflicts
A	179	<i>Quercus rubra</i>	red oak	GOOD	4	High value tree; no growing conflicts
A	180	<i>Prunus sp.</i>	Cherry	FAIR	9+18+16+10+13	No growing conflicts
A	181	<i>Prunus sp.</i>	Cherry	FAIR	11	No growing conflicts
A	182	<i>Quercus rubra</i>	red oak	GOOD	14	High value tree; no growing conflicts

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A	183	<i>Prunus sp.</i>	Cherry	POOR	8+8	Tree Removal Recommended
A	184	<i>Quercus rubra</i>	red oak	GOOD	5	High value tree; no growing conflicts
A	185	<i>Quercus rubra</i>	red oak	GOOD	19	High value tree; no growing conflicts
A	186	<i>Quercus rubra</i>	red oak	GOOD	12	High value tree; no growing conflicts
A	187	<i>Quercus rubra</i>	red oak	GOOD	4	High value tree; no growing conflicts
A	188	<i>Quercus palustris</i>	Pin Oak	EXCELLENT	18	Great Tree
A'	189	<i>Prunus sp.</i>	Cherry	FAIR	6	Tree Removal Recommended - Dam Safety
A'	190	<i>Prunus sp.</i>	Cherry	FAIR	13	Tree Removal Recommended - Dam Safety
A'	191	<i>Quercus rubra</i>	red oak	GOOD	3	Tree Removal Recommended - Dam Safety
A'	192	<i>Prunus sp.</i>	Cherry	GOOD	12	Tree Removal Recommended - Dam Safety
A'	193	<i>Prunus sp.</i>	Cherry	FAIR	4	Tree Removal Recommended - Dam Safety
A'	194	<i>Prunus sp.</i>	Cherry	N/A	4	Tree Removal Recommended - Dam Safety
A'	195	<i>Prunus sp.</i>	Cherry	POOR	12+10	Tree Removal Recommended - Dam Safety
A'	196	<i>Quercus rubra</i>	red oak	GOOD	7	Tree Removal Recommended - Dam Safety
A'	197	<i>Prunus sp.</i>	Cherry	FAIR	10+12+13+15+5	Tree Removal Recommended - Dam Safety
A'	198	<i>Prunus sp.</i>	Cherry	FAIR	7	Tree Removal Recommended - Dam Safety
A'	199	<i>Prunus sp.</i>	Cherry	DEAD	6	Tree Removal Recommended - Dam Safety
A'	200	<i>Prunus sp.</i>	Cherry	N/A	8	Tree Removal Recommended - Dam Safety
A'	201	<i>Quercus rubra</i>	red oak	GOOD	5	Tree Removal Recommended - Dam Safety
A'	202	<i>Prunus sp.</i>	Cherry	FAIR	5	Tree Removal Recommended - Dam Safety
A'	203	<i>Quercus rubra</i>	red oak	GOOD	5	Tree Removal Recommended - Dam Safety
A'	204	<i>Prunus sp.</i>	Cherry	GOOD	14	Tree Removal Recommended - Dam Safety
A'	205	<i>Quercus rubra</i>	red oak	FAIR	10	Tree Removal Recommended - Dam Safety
A'	206	<i>Prunus sp.</i>	Cherry	GOOD	12	Tree Removal Recommended - Dam Safety
A'	207	<i>Prunus sp.</i>	Cherry	FAIR	20	Tree Removal Recommended - Dam Safety
A'	208	<i>Quercus rubra</i>	red oak	GOOD	3	Tree Removal Recommended - Dam Safety
A'	209	<i>Prunus sp.</i>	Cherry	GOOD	10	Tree Removal Recommended - Dam Safety
A'	210	<i>Prunus sp.</i>	Cherry	FAIR	11	Tree Removal Recommended - Dam Safety
A'	211	<i>Prunus sp.</i>	Cherry	FAIR	8	Tree Removal Recommended - Dam Safety
A'	212	<i>Prunus sp.</i>	Cherry	GOOD	12	Tree Removal Recommended - Dam Safety
A'	213	<i>Prunus sp.</i>	Cherry	FAIR	10	Tree Removal Recommended - Dam Safety
A'	214	<i>Prunus sp.</i>	Cherry	FAIR	10	Tree Removal Recommended - Dam Safety
A'	215	<i>Prunus sp.</i>	Cherry	FAIR	10+12	Tree Removal Recommended - Dam Safety
A'	216	<i>Prunus sp.</i>	Cherry	FAIR	6	Tree Removal Recommended - Dam Safety
A'	217	<i>Quercus rubra</i>	red oak	FAIR	5	Tree Removal Recommended - Dam Safety
A'	218	<i>Prunus sp.</i>	Cherry	FAIR	14	Tree Removal Recommended - Dam Safety
A'	219	<i>Prunus sp.</i>	Cherry	FAIR	14	Tree Removal Recommended - Dam Safety
A'	220	<i>Prunus sp.</i>	Cherry	GOOD	13	Tree Removal Recommended - Dam Safety
A'	221	<i>Prunus sp.</i>	Cherry	POOR	10	Tree Removal Recommended - Dam Safety
A'	222	<i>Prunus sp.</i>	Cherry	POOR	10	Tree Removal Recommended - Dam Safety
A'	223	<i>Prunus sp.</i>	Cherry	POOR	12	Tree Removal Recommended - Dam Safety

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A'	224	<i>Prunus sp.</i>	Cherry	N/A	10	Tree Removal Recommended - Dam Safety
A'	225	<i>Prunus sp.</i>	Cherry	FAIR	16+10	Tree Removal Recommended - Dam Safety
A'	226	<i>Prunus sp.</i>	Cherry	DEAD	4	Tree Removal Recommended - Dam Safety
A'	227	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	18	Tree Removal Recommended - Dam Safety
A'	228	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	18	Tree Removal Recommended - Dam Safety
A'	229	<i>Robinia pseudoacacia</i>	Black Locust	POOR	6	Tree Removal Recommended - Dam Safety
A'	230	<i>Quercus rubra</i>	red oak	GOOD	6	Tree Removal Recommended - Dam Safety
A'	231	<i>Prunus sp.</i>	Cherry	FAIR	20	Tree Removal Recommended - Dam Safety
A'	232	<i>Robinia pseudoacacia</i>	Black Locust	POOR	7	Tree Removal Recommended - Dam Safety
A'	233	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	12	Tree Removal Recommended - Dam Safety
A'	234	<i>Robinia pseudoacacia</i>	Black Locust	POOR	12	Tree Removal Recommended - Dam Safety
A'	235	<i>Robinia pseudoacacia</i>	Black Locust	POOR	12	Tree Removal Recommended - Dam Safety
A'	236	<i>Robinia pseudoacacia</i>	Black Locust	POOR	13	Tree Removal Recommended - Dam Safety
A'	237	<i>Robinia pseudoacacia</i>	Black Locust	POOR	8	Tree Removal Recommended - Dam Safety
A'	238	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	14	Tree Removal Recommended - Dam Safety
A'	239	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	12	Tree Removal Recommended - Dam Safety
A'	240	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	13	Tree Removal Recommended - Dam Safety
A'	241	<i>Robinia pseudoacacia</i>	Black Locust	N/A	14	Tree Removal Recommended - Dam Safety
A'	242	<i>Robinia pseudoacacia</i>	Black Locust	GOOD	10	Tree Removal Recommended - Dam Safety
A'	243	<i>Prunus serotina</i>	Black-Cherry	FAIR	14+12	Tree Removal Recommended - Dam Safety
A'	244	<i>Robinia pseudoacacia</i>	Black Locust	N/A	12	Tree Removal Recommended - Dam Safety
A'	245	<i>Robinia pseudoacacia</i>	Black Locust	N/A	8	Tree Removal Recommended - Dam Safety
A'	246	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	12	Tree Removal Recommended - Dam Safety
A'	247	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	10	Tree Removal Recommended - Dam Safety
A'	248	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	8	Tree Removal Recommended - Dam Safety
A'	249	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6	Tree Removal Recommended - Dam Safety
A'	250	<i>Prunus sp.</i>	Cherry	FAIR	4	Tree Removal Recommended - Dam Safety
A'	251	<i>Prunus sp.</i>	Cherry	POOR	12+8	Tree Removal Recommended - Dam Safety
A'	252	<i>Robinia pseudoacacia</i>	Black Locust	POOR	8	Tree Removal Recommended - Dam Safety
A'	253	<i>Robinia pseudoacacia</i>	Black Locust	POOR	6	Tree Removal Recommended - Dam Safety
A'	254	<i>Robinia pseudoacacia</i>	Black Locust	POOR	6	Tree Removal Recommended - Dam Safety
A'	255	<i>Robinia pseudoacacia</i>	Black Locust	N/A	8	Tree Removal Recommended - Dam Safety
A'	256	<i>Robinia pseudoacacia</i>	Black Locust	N/A	9	Tree Removal Recommended - Dam Safety
A'	257	<i>Robinia pseudoacacia</i>	Black Locust	N/A	9	Tree Removal Recommended - Dam Safety
A'	258	<i>Robinia pseudoacacia</i>	Black Locust	N/A	6	Tree Removal Recommended - Dam Safety
A'	259	<i>Prunus sp.</i>	Cherry	N/A	11	Tree Removal Recommended - Dam Safety
A'	260	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	12+14	Tree Removal Recommended - Dam Safety
A'	261	<i>Robinia pseudoacacia</i>	Black Locust	POOR	12	Tree Removal Recommended - Dam Safety
A'	262	<i>Robinia pseudoacacia</i>	Black Locust	POOR	4	Tree Removal Recommended - Dam Safety
A'	263	<i>Prunus sp.</i>	Cherry	POOR	5	Tree Removal Recommended - Dam Safety
A'	264	<i>Prunus sp.</i>	Cherry	POOR	5	Tree Removal Recommended - Dam Safety

Jerome Park Reservoir Inventory

A'	265	<i>Prunus sp.</i>	Cherry	FAIR	10	Tree Removal Recommended - Dam Safety
A	266	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	8	No growing conflicts
A	267	<i>Prunus sp.</i>	Cherry	FAIR	9	No growing conflicts
A	268	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6+6	No growing conflicts
A	269	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	9	No growing conflicts
A	270	<i>Prunus sp.</i>	Cherry	FAIR	10	No growing conflicts
A	271	<i>Prunus sp.</i>	Cherry	FAIR	10	No growing conflicts
A	272	<i>Prunus sp.</i>	Cherry	FAIR	10	No growing conflicts
A	273	<i>Quercus rubra</i>	red oak	GOOD	8	High value tree; no growing conflicts
A	274	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	14	No growing conflicts
A	275	<i>Quercus rubra</i>	red oak	N/A	6	Missing
A	276	<i>Prunus sp.</i>	Cherry	N/A	8	Remove stump
A	277	<i>Quercus rubra</i>	red oak	GOOD	12	High value tree; no growing conflicts
A	278	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	9	No growing conflicts
A	279	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	12	No growing conflicts
A	280	<i>Prunus sp.</i>	Cherry	FAIR	12	No growing conflicts
A	281	<i>Prunus sp.</i>	Cherry	FAIR	4	No growing conflicts
A	282	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6+8	No growing conflicts
A	283	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6	No growing conflicts
A	284	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6	No growing conflicts
A	285	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	7	No growing conflicts
A	286	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	4	No growing conflicts
A	287	<i>Quercus rubra</i>	red oak	GOOD	12	High value tree; no growing conflicts
C'	288	<i>Prunus sp.</i>	Cherry	POOR	12	Tree Removal Recommended - Dam Safety
A	289	<i>Robinia pseudoacacia</i>	Black Locust	GOOD	12	High value tree; no growing conflicts
A	290	<i>Quercus rubra</i>	red oak	GOOD	20	High value tree; no growing conflicts
A	291	<i>Quercus rubra</i>	red oak	FAIR	8	Growing out of wall
A	292	<i>Prunus sp.</i>	Cherry	FAIR	10	No growing conflicts
A	293	<i>Quercus rubra</i>	red oak	GOOD	24	High value tree; no growing conflicts
A	294	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	4	No growing conflicts
A	295	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	5	No growing conflicts
A	296	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	7	No growing conflicts
A	297	<i>Robinia pseudoacacia</i>	Black Locust	GOOD	10	High value tree; no growing conflicts
A	298	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	4	No growing conflicts
A	299	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6	No growing conflicts
A	300	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	8	No growing conflicts
A	301	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	9	No growing conflicts
A	302	<i>Prunus sp.</i>	Cherry	FAIR	24	Growing at the base of wall
A	303	<i>Prunus sp.</i>	Cherry	FAIR	6	Growing at the base of wall
A	304	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	10	No growing conflicts
A	305	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	6	No growing conflicts

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A	306	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	4	No growing conflicts
A	307	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	9	No growing conflicts
A	308	<i>Quercus rubra</i>	red oak	GOOD	26	High value tree; no growing conflicts
A	309	<i>Quercus rubra</i>	red oak	FAIR	5+5	Growing out of wall
A	310	<i>Quercus rubra</i>	red oak	GOOD	8	High value tree; no growing conflicts
A	311	<i>Quercus rubra</i>	red oak	GOOD	8	High value tree; growing at the top of the wall
A	312	<i>Prunus sp.</i>	Cherry	FAIR	8	Growing at the top of the wall
A	313	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	5	No growing conflicts
A	314	<i>Robinia pseudoacacia</i>	Black Locust	FAIR	7	No growing conflicts
A	315	<i>Tilia sp.</i>	Linden	FAIR	8	Growing out of wall
A	316	<i>Prunus sp.</i>	Cherry	FAIR	28	Growing at the top of the wall
A	317	<i>Ailanthus altimus</i>	tree of heaven	FAIR	2+2	No growing conflicts
A	318	<i>Quercus rubra</i>	red oak	FAIR	7	No growing conflicts
A	319	<i>Quercus rubra</i>	red oak	FAIR	4	No growing conflicts
A	320	<i>Acer platanoides</i>	Norway maple	FAIR	6	Growing out of wall
A	321	<i>Quercus rubra</i>	red oak	FAIR	4	Growing out of wall
A	322	<i>Quercus rubra</i>	red oak	GOOD	6	High value tree; growing out of wall
A	323	<i>Prunus sp.</i>	Cherry	FAIR	3	No growing conflicts
A	324	<i>Malus sp.</i>	Crabapple	FAIR	3+2+4+4	No growing conflicts
A	325	<i>Prunus sp.</i>	Cherry	GOOD	8	High value tree; no growing conflicts
A	326	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	14+12	Tree removal recommended; growing out of wall
A	327	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	4	Tree Removal Recommended
A	328	<i>Ailanthus altimus</i>	tree of heaven	FAIR	9	No growing conflicts
A	329	<i>Prunus sp.</i>	Cherry	GOOD	36	High value tree; growing at the top of the wall
A	330	<i>Prunus sp.</i>	Cherry	POOR	5	Tree Removal Recommended
A	331	<i>Quercus rubra</i>	red oak	GOOD	12	High value tree; no growing conflicts
A	332	<i>Prunus sp.</i>	Cherry	FAIR	10	No growing conflicts
A	333	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	10	No growing conflicts
A	334	<i>Sophora japonica</i>	sophora	FAIR	12	No growing conflicts
A	335	<i>Prunus sp.</i>	Cherry	FAIR	8	No growing conflicts
A	336	<i>Prunus sp.</i>	Cherry	FAIR	12+10+14	No growing conflicts
A	337	<i>Acer psuedoplatanus</i>	Sycamore Maple	FAIR	6+8	No growing conflicts
A	338	<i>Acer psuedoplatanus</i>	Sycamore Maple	POOR	13	Tree Removal Recommended
A	339	<i>Acer platanoides</i>	Norway maple	GOOD	14	High value tree; no growing conflicts
A	340	<i>Quercus rubra</i>	red oak	FAIR	10	No growing conflicts
A	341	<i>Acer platanoides</i>	Norway maple	POOR	13	Tree Removal Recommended
A	342	<i>Acer platanoides</i>	Norway maple	POOR	15+10	Tree Removal Recommended
A	343	<i>Ailanthus altimus</i>	tree of heaven	FAIR	12	No growing conflicts
A	344	<i>Prunus sp.</i>	Cherry	FAIR	12	No growing conflicts
A	345	<i>Ailanthus altimus</i>	tree of heaven	FAIR	10	No growing conflicts
A	346	<i>Acer platanoides</i>	Norway maple	FAIR	12	No growing conflicts

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A	347	<i>Quercus rubra</i>	red oak	GOOD	26	High value tree; no growing conflicts
A	348	<i>Quercus rubra</i>	red oak	GOOD	10	High value tree; no growing conflicts
A	349	<i>Quercus rubra</i>	red oak	GOOD	22	High value tree; no growing conflicts

CHAPTER 3
METHODS OF SOURCE SELECTION

Section 3-01 **POLICY.**

(a) Methods of Source Selection. Unless otherwise authorized by law, all City procurements shall be made by one of the methods authorized by these Rules.

(b) Preference for Competitive Sealed Bidding. Except as otherwise provided in these Rules, contracts shall be awarded by competitive sealed bidding. In the case of construction, where appropriate in the judgment of the ACCO, and in accordance with these Rules, competitive sealed bidding from prequalified vendors or any other appropriate procurement method may be used.

(c) Preference for Competitive Sealed Proposals in Certain Contracts. Procurement by competitive sealed proposals is the preferred method for awarding contracts for non-commodity data processing equipment and for information technology, non-commodity data processing, architectural, engineering, client, legal, accounting, financial, training, educational, cultural, medical, managed care, employee health benefits, scientific, management, research, performing arts, and systems consultation services, and/or other similar services. A "Special Case" determination is not required for such procurements.

(d) "Special Case". Agencies may elect to use one of the methods of source selection listed herein, after making the determination that it is not practicable or not advantageous to the City to use competitive sealed bidding as required by this section.

(1) Methods of Source Selection for which "Special Case" Determination is Required: A "Special Case" determination is required for each case in which one of the following methods of source selection is used:

- (i) Competitive sealed bidding from prequalified vendors, except as provided in Section 3-10 (a);
- (ii) Competitive sealed proposals (including multi-step process);
- (iii) Competitive sealed proposals from prequalified vendors;
- (iv) Negotiated acquisition;
- (v) Sole source procurement;
- (vi) Demonstration project for innovative products, approaches, or technologies;

- (vii) Innovative procurement method; or
- (viii) Government-to-government purchase.

(2) “Special Case” Circumstances. A special case is a circumstance recognized by these Rules in which it is not practicable or not advantageous to the City to use competitive sealed bidding for one of the following reasons:

- (i) specifications cannot be made sufficiently definite and certain to permit selection based on bid price or evaluated bid price alone;
- (ii) judgment is required in evaluating competing proposals, and it is in the best interest of the City to require a balancing of price, quality, and other factors;
- (iii) there is only one available source, as set forth in these Rules;
- (iv) testing, experimentation, or evaluation is required to determine the feasibility and application of an innovative product, approach, or technology not currently used by the City;
- (v) the need for advance screening of qualifications is paramount and prequalification is appropriate for one of the reasons set forth in these Rules;
- (vi) circumstances justifying the use of negotiated acquisition as set forth in these Rules; or
- (vii) to test and evaluate the feasibility and application of innovative procurement methods not currently used by the City or provided for in these Rules.

(3) Source Selection in a Special Case. Upon determining that there is a special case which warrants procurement by other than competitive sealed bidding, the Contracting Officer shall select the most competitive alternate method of source selection among those listed in Section 3-01 above which is practicable and advantageous to the City.

(4) Special Case Determination. The determination that there is a special case, and the reasons that the method of source selection is the most competitive that is appropriate under the circumstances, shall be made in writing in advance of issuing solicitations, as part of any presolicitation review required by these Rules, and shall be approved by the ACCO. Procurements by negotiated acquisition shall require the written approval of the CCPO prior to initiating negotiations.

Section 3-02

COMPETITIVE SEALED BIDDING.

(a) Application. This section shall apply to all procurements made by competitive sealed bidding including multi-step sealed bidding.

(b) Invitation for Bids.

(1) Use. The IFB is used to initiate a competitive sealed bid procurement.

(2) Content. The Invitation for Bids shall include the following:

(i) instructions and information to bidders concerning the bid submission requirements, including the time and date set for receipt of the bids; requirements for the electronic submission of bids, if any; time, date, and location of any pre-bid conferences (and a statement whether such conferences are mandatory); and the address where bids are to be delivered;

(ii) the purchase description, delivery and performance schedule, and any special instructions necessary;

(iii) the contract terms and conditions, including warranty and bonding or other security requirements, as applicable;

(iv) a statement that award shall be made to the lowest responsive and responsible bidder;

(v) if not included in the bid documents, a notice of where vendors may obtain a copy of all contractual terms and conditions or other project-related material;

(vi) a provision indicating bidder liability for bidder failure to execute contract and to provide any required security within ten days after notice of award pursuant to Section 313(d) of the Charter;

(vii) a provision that bidders should give specific attention to the identification of those portions of their bids that they deem to be confidential proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed by the City. Such information must be easily separable from the non-confidential sections of the bid;

(viii) a notice of the bidder's rights to appeal certain decisions;

(ix) a notice describing the City's prompt payment policy, including an explanation of the requirements for invoicing.

(B) all of the bids have been found to be non-responsive as a result of the same previously unresolved defect(s) in the solicitation documents; and

(C) prior to opening the bids the agency had made diligent efforts to discover and correct defects in the solicitation documents by inviting questions from prospective bidders, holding pre-bid conferences, and issuing amendments to the solicitation documents as appropriate;

(ii) prepare a corrected solicitation containing the statement that it is a correction of a previously defective solicitation, setting forth the new bid opening date and time, and conspicuously identifying the portions of the original solicitation that have been corrected; and

(iii) deliver the corrected solicitation at least ten days in advance of the new bid opening date and time to all bidders who responded to the initial notice of the solicitation by obtaining copies of the original solicitation documents, whether or not they actually submitted bids.

(w) Disposition of Bids. All bids shall be retained. When bids are rejected or a solicitation canceled after bids are received, the bids shall be retained and the bid security, if any, shall be promptly returned, and the file so documented.

Section 3-03 COMPETITIVE SEALED PROPOSALS.

(a) The Request for Proposals (RFP) – Contents. RFPs shall include the following data:

(1) statement that the contract award will be made to the responsible proposer whose proposal is determined to be the most advantageous to the City, taking into consideration the price and such other factors or criteria that are set forth in the RFP;

(2) statement of work or scope of services statement, performance requirements, and any special instructions;

(3) the specific criteria and the relative weight of each criterion or category of criteria that will be used to evaluate the proposals;

(4) statement of how price will be evaluated. In addition, the following statements regarding price must be included:

- (i) a notice that prices shall be irrevocable until contract award, unless the proposal is withdrawn, and that offers may be withdrawn only after the expiration of ninety days (or such longer period as is specified in the solicitation) after opening of proposals, in writing received by the agency prior to award;
 - (ii) if applicable, request for cost breakdown of the proposed price;
- (5) proposal submission requirements including requirements, if any, for the electronic submission of proposals; if applicable, that technical and price proposals shall be submitted in separate sealed envelopes (electronic or paper); and the time and date after which proposals will not be accepted as well as location of proposal submission;
- (6) other information such as delivery dates or time frames within which the work must be completed. Where it is anticipated that a contract will extend beyond one year, the following information must be included in any solicitation, in addition to any other requirements of these Rules:
- (i) a statement of intent to award a multi-term contract, and an estimate of the quantity of services required for the proposed contract period;
 - (ii) for client services only, a request for a proposal of a total price which shall be binding in the first year and may be negotiable from year to year thereafter;
 - (iii) that the multi-term contract is subject to modification or cancellation if adequate funds are not appropriated to the agency to support continuation of performance in any fiscal year succeeding the first;
 - (iv) that the multi-term contract is subject to modification or cancellation if the vendor's performance is not satisfactory;
 - (v) that the Contracting Officer shall notify the vendor as soon as is practicable that the funds are, or are not, available for the continuation of the multi-term contract for each succeeding fiscal year;
 - (vi) for client services only, whether proposers shall submit prices for the first year, for the entire period of performance, or for some portion of the period; and
 - (vii) a statement setting forth those costs (if any) for which the vendor will be reimbursed in the event of cancellation;

- (7) general as well as special terms and conditions, if applicable;
- (8) a notice of the proposer's rights to appeal certain decisions;
- (9) a notice of the City's prompt payment policy, including an explanation of the requirements for invoicing;
- (10) a requirement for acknowledgment of amendments;
- (11) if applicable, a request for a description of experience in the line of work being considered (including references);
- (12) if applicable and necessary in the judgment of the Contracting Officer, a request for description of staff capability along with the resumes of key individuals who will work on the contract;
- (13) a notice that although discussions may be conducted with offerors submitting acceptable proposals, award may be made without any discussions;
- (14) if applicable, provision on the submission and consideration of multiple or alternate proposals;
- (15) a provision that proposers should give specific attention to the identification of those portions of their proposals that they deem to be confidential, proprietary information or trade secrets and provide any justification why such materials, upon request, should not be disclosed by the City. Such information must be easily separable from the non-confidential sections of the proposals;
- (16) a notice that contract award is subject to the provisions of the MacBride Principles Law;
- (17) a notice that contract award is subject, if applicable, to Section 6-129 of the New York City Administrative Code (M/WBE and EBE Program), as well as to applicable provisions of federal, State, and other local laws and executive orders requiring affirmative action and equal employment opportunity;
- (18) if applicable, a notice that contract award is subject to completion of a VENDEX questionnaire and review of that information by the Department of Investigation;
- (19) a notice, for those contracts not otherwise subject to Section 6-129 of the New York Administrative Code (M/WBE and EBE Program), that contract award is subject to the provisions of Section 6-108.1 of the New York City Administrative Code relating to the LBE program and its implementing rules;

(20) where applicable, all information required pursuant to Section 312(a) of the Charter;

(21) the following statement:

The New York City Comptroller is charged with the audit of contracts in New York City. Any vendor who believes that there has been unfairness, favoritism, or impropriety in the proposal process should inform the Comptroller, Office of Contract Administration, 1 Centre Street, Room 1005, New York, NY 10007; telephone number (212) 669-2323; and

(22) name, address, and telephone number of contact person; and

(23) if applicable, information regarding multiple award task order contracts for services.

(b) Client Services RFPs.

(1) Requirement for a concept report.

At least 45 days prior to issuing an RFP for a new client services program, the agency shall publicly release a concept report regarding such RFP.

(i) For the purposes of this section, the term “new client services program” shall mean any program that differs substantially in scope from an agency’s current contractual client services programs, including, but not limited to, substantial differences in the number or types of clients, geographic areas, evaluation criteria, service design, or price maximums or ranges per participant, if applicable.

(ii) For the purposes of this section, the term “concept report” shall mean a document outlining the basic requirements of an RFP for client services contracts and shall include, but not be limited to, the following information:

(A) purpose of the RFP;

(B) planned method of evaluating proposals;

(C) proposed term of the contract(s);

(D) procurement timeline, including, but not limited to, the expected start date for the new contract(s), expected RFP

issuance date, approximate proposal submission deadline and expected award announcement date;

- (E) funding information, including but not limited to, total funding available for the RFP and sources of funding, anticipated number of contracts to be awarded, average funding level of contracts, anticipated funding minimums, maximums or ranges per participant, if applicable, and funding match requirements, if any;
 - (F) program information, including, but not limited to, as applicable, proposed model or program parameters, site, service hours, participant population(s) to be served and participant minimums and/or maximums;
 - (G) proposed vendor performance reporting requirements.
- (iii) Notwithstanding the issuance of a concept report, the agency may change the above-required information at any time after the issuance of such concept report.
 - (iv) Prior to release of the concept report, the agency shall publish a notification of the release in five consecutive editions of the City Record and electronically on the City's website in a location that is accessible to the public.
 - (v) Upon release, the concept report shall be posted electronically on the City's website in a location that is accessible to the public.
 - (vi) Non-compliance with this section shall not be grounds to invalidate a contract.

(2) "Open ended" RFPs. For a client services program in which there is available funding for more than the available responsible vendor, and for which the requirements and qualifications are unusually complex and difficult to predict (such as Uniform Land Use Review Procedures approvals of appropriate sites, licenses, etc.) and for which interested potential vendors may become qualified during the course of a year, the ACCO may designate the applicable RFP as an "open-ended RFP." If an RFP is so designated, the agency shall publish in the City Record quarterly a notice of solicitation, clearly stating that the RFP may be obtained at any time and that proposals may be submitted in response to the RFP on an on-going basis. When an agency decides to terminate the open-ended RFP, it shall publish such determination in the City Record.

(c) Proposal Preparation Time and Form.

(1) Proposal preparation time shall be set to provide vendors a reasonable time to prepare their proposals. A minimum of twenty days shall be provided. For those proposals which are subject to Section 6-129 of the New York City Administrative Code (M/WBE and EBE program), a minimum of twenty seven (27) days shall be provided. The manner in which proposals are to be submitted, including any forms for that purpose, shall be designated as a part of the RFP.

(2) For client services, the ACCO shall be responsible for ensuring that an extract or copy of the scope of work is available for public inspection upon request at the agency issuing the solicitation and that the notice of the solicitation includes a description of the proposed service area and the name and telephone number of an agency individual who can be contacted to provide a copy of the extract or the scope of work.

(d) Public notice.

(1) Notice of solicitation.

(i) Distribution. RFPs or notices of their availability and their notices of solicitation shall be posted on the City's website in a location that is accessible to the public simultaneously with their publication. RFPs and their notices of solicitation shall also be mailed, faxed, hand delivered, or otherwise furnished to a sufficient number of vendors, including all vendors on the appropriate citywide bidders list established by the CCPO pursuant to Section 3-02(f) at least twenty (20) days prior to the due date, or within the time frames authorized by Section 3-03 (h). An agency may, upon request of a vendor, provide RFPs or notices electronically. RFPs or notices of their availability may be sent to vendors on agency-specific bidders lists, in addition to the appropriate citywide bidders list maintained by the CCPO, only with approval of the CCPO. For those proposals which are subject to Section 6-129 of the New York City Administrative Code (M/WBE and EBE program), a minimum of twenty seven (27) days prior to the due date shall be provided.

(ii) Publication. This subparagraph shall apply to RFPs above the small purchase limits except that it shall not apply where vendors will be solicited from a PQL.

(A) Frequency. Notice of solicitation shall be published once in the City Record not less than twenty days before the proposal opening date with the exception of accelerated procurements,

which shall appear not less than three business days before the proposal opening date.

(B) **Content.** Such notice shall include:

- ((a)) agency name;
- ((b)) PIN;
- ((c)) title and/or brief description of the goods, services, or construction to be procured;
- ((d)) estimated quantity, if any;
- ((e)) how the solicitation documents may be obtained;
- ((f)) date and time by which, and the place where, proposals shall be submitted;
- ((g)) required vendor qualifications or eligibility requirements, if any; and
- ((h)) identification of the citywide bidders list used.

(2) **Notice of Vendor Selection.**

(i) **Frequency.** Notice of vendor selection exceeding the small purchase limits shall be published once in the City Record within fifteen days after registration of the contract.

(ii) **Content.** Such notice shall include:

- (A) agency name;
- (B) PIN;
- (C) title and/or brief description of the goods, services, or construction to be procured;
- (D) name and address of the vendor;
- (E) dollar value of the contract; and
- (F) procurement method by which the contract was let.

(e) Competitive Sealed Proposals from Prequalified Vendors List. Proposals may be solicited from vendors who have been previously prequalified. A determination to employ selective solicitation within a particular category of procurement shall be made by the ACCO and approved by the CCPO prior to issuing solicitations, unless the CCPO, upon adequate assurances of an agency's capacity to comply with the applicable procedural requirements, has determined that such approval is not required for an agency's contracts or particular categories of contracts.

(f) RFP Handling Procedures.

(1) Pre-Proposal or Pre-Solicitation Conferences. Pre-proposal or pre-solicitation conferences may be conducted in the manner set forth in Section 3-02 of these Rules.

(2) Amendments to RFPs. Amendments to RFPs may be made in the manner set forth in Section 3-02 of these Rules.

(3) Modification or Withdrawal of Proposals. Proposals may be modified or withdrawn prior to the established due date in the manner set forth in Section 3-02 of these Rules. The established due date is either the time and date announced for receipt of proposals or receipt of modifications to proposals, if any, or if discussions have begun, it is the time and date by which best and final offers must be submitted.

(4) Late Proposals and Modifications. Any proposal or modification received after the established due date and time at the place designated for receipt is late and may be accepted only in the manner set forth in paragraphs (5) through (8) below.

(5) Handling and Acceptance of Late Proposals. A late proposal may only be accepted when it is determined by the ACCO that it is in the best interest of the City to do so. In such event, the ACCO may hold open the receipt of proposals by no more than three hours, during which time no other competing proposal may be opened. The ACCO may, upon written approval by the CCPO, hold open the receipt of proposals by longer than three hours, but until no later than the original submission time on the next business day; such approval may be given by the CCPO only where the need for holding the receipt of proposals open for a longer time arises from generally applicable emergency circumstances, such as weather or transit emergencies. An opened proposal shall eliminate the option of accepting any late proposal. Where an ACCO has determined that it is in the best interest of the City to accept a late proposal, any other late proposal received during the period of extension shall be similarly accepted.

(6) Documentation of Late Proposals. The ACCO shall, within one business day of such acceptance of late proposals, document the reasons that it is in the best interest of the City to approve the extension, the time extended, the name of any vendor(s) submitting a proposal received during the extension period established pursuant to paragraph (5) above, as well as an affirmative statement that no proposals were opened prior to the acceptance of the late proposal and that any other late proposal received during the period of extension was similarly accepted.

(7) Late Modifications. A late modification of a successful proposal that makes its terms more favorable to the City shall be considered at any time it is received and, if accepted by the ACCO, shall be so documented in the Recommendation for Award.

(8) Record. A record shall be made of each request for acceptance of a late proposal or modification. A late proposal or modification that is not accepted by the ACCO shall not be opened until after registration of the contract.

(9) Receipt and Registration of Proposals. The identify of an offeror shall not be disclosed prior to the established date and time for receipt of proposals. Proposals shall not be opened publicly but shall be opened in the presence of two or more City employees. Proposals and modifications shall be time and date-stamped upon receipt and held in a secure place until the established due date and time. After the date and time established for the receipt of proposals, a Register of Proposals shall be prepared and shall be open to public inspection after award of a contract. It shall include for all proposals the name of each offeror and the number of modifications received, if any.

(g) Evaluation Process. Award, if any, must be made to the responsible proposer whose proposal is determined to be the most advantageous to the City, taking into consideration the price and such other factors or criteria that are set forth in the RFP. In evaluating the proposals, the agency may consider only price and the criteria set forth in the RFP. In considering price, the agency may use methods such as ranking technically viable proposals by price, evaluating price per technical point, or evaluating proposals in accordance with another combination of price and technical merit. Such methods may result in the agency selecting the highest technically rated proposer over another technically qualified proposer who offered a lower fee as a result of factors including, but not limited to, the selected vendor's superior technical skill and expertise, increased likelihood of timely completion, and/or ability to manage several projects simultaneously with lower overall costs to the City, including costs in City personnel time and consultants. However, for construction-related consulting services, including those procured through multiple award task orders, the agency shall rank proposers by technical merit, and then consider price by negotiating a fair and reasonable price with the highest technically ranked proposer(s). Other methods for considering price, including using fee curves based on market-derived data with appropriate consideration of complexity, or evaluating proposals in accordance with another combination of price

and technical merit, may be used for construction-related consulting services only with the written approval of the CCPO.

(1) Evaluation Committee. Proposals shall be reviewed by an evaluation committee consisting of no fewer than three persons with knowledge, expertise, and experience sufficient to make a fair and reasonable evaluation. If an RFP incorporates multiple competitions, each competition may be evaluated by a separate committee. The ACCO shall require each member of the evaluation committee(s) to submit a signed statement, in a format approved by the CCPO, agreeing to prohibitions on any conflicts of interest.

(a) Randomized evaluation process. If the ACCO determines that such a high volume of competing proposals is likely to be received that it will be infeasible for each member of the evaluation committee to read each proposal, the ACCO may, subject to the approval of the CCPO, establish a pool of appropriate evaluators and then randomly assign each proposal to at least three such evaluators for review.

(b) Outside Evaluators. The evaluation committee may include persons who are not employed by the agency. In addition, the ACCO may determine, subject to the approval of the CCPO, that it is in the best interests of the City for the evaluation committee to include persons who are not employees of the City of New York, provided however that such non-City employees may not constitute a majority of the evaluation committee. Such persons must serve without financial compensation, but may be entitled to travel and other related expenses as may be reasonably incurred in the execution of their role as an evaluator.

(2) Rating Sheets. Ratings sheets or other written evaluation forms shall be used to evaluate proposals by the evaluators and each evaluator shall sign and date his or her rating sheet. Initial ratings may be amended and the amended ratings recorded on amended ratings sheets. Copies of all initial and amended rating sheets or evaluation forms shall be maintained.

(3) Proposal Discussions with Individual Offerors. The evaluation committee shall evaluate all proposals and may elect to enter into discussions with those whose proposals are acceptable or are reasonably likely to be made acceptable for any or all of the following purposes:

(i) promoting understanding of the City's requirements and the vendors' proposals and capabilities;

(ii) obtaining the best price for the City; or

(iii) arriving at a contract that will be most advantageous to the City taking into consideration price and the other evaluation factors set forth in the RFP.

(4) Conduct of Discussions.

(i) Proposers shall be accorded fair treatment with respect to any opportunity for discussions and revisions of proposals.

(ii) The ACCO shall establish an agenda and schedule for conducting discussions.

(iii) If there is a need for any substantial clarification of, or change in, the RFP, the RFP must be amended to incorporate such clarification or change and shall be provided to all proposers.

(iv) Auction techniques (revealing one proposer's price to another) and disclosure of any information derived from competing proposals are prohibited.

(v) Any oral clarification of a proposal shall be confirmed in writing by the proposer.

(5) Best and Final Offers. Best and final offers are the revised and corrected final proposals submitted by proposers after discussions, if any, have been held by the procuring agency.

(i) The ACCO shall establish a common date and time for the submission of best and final offers.

(ii) Best and final offers shall be submitted only once unless the ACCO makes a determination that it is in the City's best interest to conduct additional discussions and/or require another submission of best and final offers.

(iii) Proposers shall be informed that if they do not submit a notice of withdrawal or another best and final offer, their immediate previous offer will be construed as their best and final offer.

(iv) All best and final offers shall be recorded on the Register of Proposals and handled in accordance with the control procedures contained in these Rules.

(v) The ACCO may request best and final offers on the whole proposal or on any one or combination of its component parts (e.g., price, technical

qualifications, approach, and/or capability). The request shall be the same for all proposers.

(vi) Best and final offers shall be evaluated in accordance with this subdivision.

(vii) For construction-related consulting services, in the event that the agency has chosen to negotiate a fair and reasonable price with the top-ranked proposer, if such a fee is not successfully negotiated, the agency may conclude such negotiations, and enter into negotiations with the next ranked vendor(s), as necessary.

(h) Construction-Related Services.

(1) There are two categories of construction-related services that an agency may procure: Non-Complex and Complex.

(2) Where applicable for the procurement of Non-Complex and Complex construction-related services, the following alternative source selection procedures may be utilized.

(i) Non-Complex Construction-Related Services. Prior to utilizing either of the two alternative source selection procedures described in this subparagraph, the ACCO must determine what constitutes for the agency Non-Complex construction-related services and submit this definition to the CCPO for approval. The ACCO must additionally provide the basis for a determination that the particular service being procured conforms to the agency's CCPO approved definition of a Non-Complex construction-related service. The approved CCPO definition and the basis for the determination that the particular service conforms to that definition shall be included in the agency contract file.

(A) Alternative #1. To procure a particular Non-Complex construction-related service, the agency prepares a scope of services, randomly selects a vendor from the appropriate PQL, and offers the project to the selected vendor based upon an applicable, updated OMB fee-curve scale or an appropriate fee-curve scale developed by the agency and approved by OMB. A vendor will have at least seven days to accept or reject the project.

(B) Alternative #2. The agency prepares an RFP and solicits technical and cost proposals from a minimum of three vendors selected randomly and/or rotationally from the appropriate PQL. The selected vendors will have at least fifteen days to respond. The agency will evaluate the submitted proposals and enter into

negotiations with the vendor(s) offering the best combination of technical quality and price.

(ii) Complex Construction-Related Services. The agency prepares an RFP and solicits technical and cost proposals from vendors selected randomly, rotationally, and/or based on a determination that a vendor(s) is the best qualified from the appropriate PQL. Where only random and/or rotational selection is utilized, a minimum of three vendors shall be selected; where selection based on a best qualified determination is utilized, either alone or in combination with random and/or rotational selection, a minimum of five vendors shall be selected. The selected vendors will have at least twenty days to respond. The agency will evaluate the submitted proposals and enter into negotiations with the vendor(s) offering the best combination of technical quality and price.

(i) Mistakes in Proposals.

(1) Confirmation of Proposal. When the ACCO knows or has reason to conclude before award that a mistake has been made, he or she should request the proposer to confirm the proposal. If the proposer alleges mistake, the proposal may be corrected or withdrawn during any discussions that are held or if the conditions set forth in this subdivision are met.

(2) Mistakes Discovered After Receipt of Proposals but Before Vendor Selection.

(i) During Discussions Prior to Best and Final Offers. Once discussions are commenced with any proposer or after best and final offers are requested, any offeror may correct any mistake by modifying or withdrawing the proposal until the time and date set for receipt of best and final offers.

(ii) Minor Informalities. Minor informalities, unless otherwise corrected by an offeror, shall be treated in accordance with Section 3-02(m)(3)(i) of these Rules.

(iii) Correction of Mistakes. If discussions are not held or if the best and final offers upon which award will be made have been received, mistakes may be corrected and the intended correct offer considered only in accordance with Section 3-02(m)(3)(ii) of these Rules.

(3) Mistakes Discovered After Vendor Selection. Mistakes shall not be corrected after vendor selection except in accordance with Section 3-02(m)(4) of these Rules.

(4) Determinations Required. When a proposal is corrected or withdrawn, or correction or withdrawal is denied, a determination shall be prepared in accordance with Section 3-02(m)(5) of these Rules.

(j) Multiple Award Task Order Contracts.

(1) Determination. Multiple award task order contracts for services may be awarded upon a determination by the ACCO that it is in the best interest of the City to award multiple contracts for services to multiple contractors and to allocate work among such contractors through a task order system. If an agency intends such contracts to be available for use by other City agencies, the provisions of Section 3-14 (Contracts for Services) shall also apply. The criteria to be considered by the ACCO in making such determination may include the following: the nature of the services to be procured; the expected frequency of task order issuance; and the potential advantage of multiple contracts (e.g., more favorable terms; more competitive pricing, etc.).

(2) Method.

(i) Multiple awards may be made for contracts for services, pursuant to requests for proposals, in conjunction with the procedures prescribed in this subdivision. Such request for proposals, and the subsequent contracts, shall state the procedures and criteria to be used in selecting the vendor to perform on an individual task order. Such procedures and criteria shall provide that each vendor shall receive each solicitation and have a reasonable opportunity to compete to provide the services, unless an alternative method of assigning task orders, as set forth below, is determined by the CCPO to be in the City's best interest and is set forth in the request for proposals and the contract. In the event that such alternative method is used, each selected vendor shall receive notice of assignment of each task order, regardless of whether each selected vendor received the solicitation for the task order.

(ii) The following list constitutes acceptable alternative methods of assigning task orders: rotation, or other non-discretionary method of assignment, including where assignment pursuant to such method may be varied based on stated criteria (e.g., capacity or past performance); assignment to or competition among particular vendor(s) with technical expertise particularly suited to the task order; assignment to a particular vendor based on a vendor's particular geographic location, experience or knowledge; and assignment to a particular vendor based on the agency's need to distribute task orders among vendors.

(iii) Each vendor shall be required to respond to every solicitation for an individual task order for which it is solicited. The ACCO may

determine that a vendor is in default if it fails to bid without an adequate explanation for such failure.

(iv) Price shall be among the criteria considered in making individual vendor selection decisions, and no task order shall be issued unless the ACCO determines that the proposed price is fair and reasonable. Prices set forth in a multiple award contract shall represent maximum prices that may be set forth in individual task orders issued to that vendor.

(3) Duration. Unless otherwise approved by the CCPO, contracts awarded pursuant to this section shall have an initial term, or a total term including all renewals, of not more than three years. Task orders may extend beyond the expiration of the contract term, in which event the terms and conditions of the contract shall continue to apply to the task order until its termination or expiration. Task orders shall have a maximum term of three years or, if issued for a specific project, until the specific project is completed. Notwithstanding the above, approval by the CCPO shall be required prior to extension of a task order beyond the expiration of the contract term, and for any further extensions of that task order.

(k) Vendor Selection and Documentation. The ACCO shall make a determination showing the basis on which the contract award was made to the responsible proposer whose proposal was determined to be the most advantageous to the City, taking into consideration the price and such other factors or criteria that are set forth in the RFP. This determination shall be included in a Recommendation of Award. Each Recommendation for Award shall include at a minimum the following information:

- (1) justification of the award;
- (2) if the award is for goods, services, or construction for which there is agency price history, a price comparison of the proposed price versus previous price, if applicable, with the rationale for any increases supported by cost/price analysis data;
- (3) reasons for multiple award, and multiple award task order contracts;
- (4) any special terms and conditions included in the proposed contract via the use of cost/price analysis techniques;
- (5) affirmative finding of responsibility for the selected proposer(s); and
- (6) efforts to negotiate better value.

Upon determination of the most favorable proposal and after obtaining all required approvals, the Contracting Officer shall award the contract to that proposer.

Section 3-04 NEGOTIATED ACQUISITION.

(a) **Policy.** Negotiated acquisition may be used for all categories of procurement under the circumstances and subject to the conditions set forth in this section. Authority for approvals or determinations required by this section shall not be delegated, unless otherwise stated herein.

(b) **Procedures.**

(1) **Preliminary Discussions.** An agency may engage in preliminary discussions with a vendor to explore the feasibility of a proposed negotiated acquisition. Discussions are not negotiations for the selection of a vendor.

(2) The ACCO shall justify the use of the negotiated acquisition method by making a determination that it is not practicable and/or advantageous to award a contract by competitive sealed bidding or competitive sealed proposals due to one or more of the following circumstances and the basis thereof:

(i) there is a time-sensitive situation where a vendor must be retained quickly because:

(A) an agency needs to respond to a court order, stipulation, or consent decree;

(B) funds available from a source outside the City will be lost to the City;

(C) an existing vendor has been terminated, has defaulted, has withdrawn from, or has repudiated a contract, or has become otherwise unavailable, or an agency has decided not to renew or extend an existing contract in the best interest of the City and the agency requires a substitute or successor vendor; or

(D) a compelling need for goods, services, construction, and/or construction-related services exists that cannot be timely met through competitive sealed bidding or competitive sealed proposals;

(ii) there is a limited number of vendors available and able to perform the work;

(iii) there is a compelling need to extend a contract one or more times beyond the now-permissible cumulative twelve-month limit, provided that the vendor's performance is satisfactory or that any deficiencies have been

or are addressed or are effectively addressed through a corrective action plan, and the extension(s) is for the minimum time necessary to meet the need;

(iv) there is a need to procure legal services or consulting services in support of current or anticipated litigation, investigative or confidential services:

(A) in the case of legal services or consulting services in support of current or anticipated litigation, unless otherwise provided by law, the Corporation Counsel or designee shall make this determination;

(B) in the case of investigative or confidential services, the Mayor or designee, the Corporation Counsel, or the Commissioner of DOI, whichever is applicable, shall make this determination;

(v) there is a need to procure construction-related services for a later phase of an ongoing complex construction project from the same vendor where it is not practicable to define the full scope of work at the beginning of the project, the original solicitation included notice that the selected vendor may be the only vendor eligible for later phases of the project, there are compelling programmatic reasons to use the same vendor for the successive phases, and the vendor's performance is satisfactory;

(vi) there is a need to procure changed or additional work on an ongoing construction project when an agency wishes to retain a new vendor because it is not practicable or advantageous to award such work by change order or modification to the original vendor;

(vii) there is a need to procure construction when, during an ongoing construction project, there is a compelling necessity to perform additional work, which constitutes a material change of scope, and the advantages of negotiating with either an existing vendor or a limited number of other vendors clearly outweigh the disadvantages of a lack of competition; or

(viii) there is a need to procure investment services, as described herein.

(3) The CCPO shall approve the use of the negotiated acquisition method for a particular procurement or for a particular type of procurement prior to the solicitation of vendors.

(4) The agency shall negotiate with all qualified vendors that have expressed interest unless the ACCO determines for a particular procurement or for a particular type of procurement that it is in the City's best interest to negotiate with fewer vendors, and the CCPO approves such determination.

(5) The ACCO or designee shall maintain a written record of the conduct of negotiations and the basis for every determination to continue or suspend negotiations with each vendor.

(6) The ACCO shall make a determination that award of the contract is in the best interest of the City and the basis thereof.

(7) Subparagraph (2)(iii) shall not apply to construction.

(c) Investment Services. The preferred method for procuring investment services is competitive sealed proposals. Negotiated acquisition may be used for one or more City pension funds or variable supplements funds to award a contract to a vendor that has been providing investment management services under a program to foster the growth of small or new investment managers (“the emerging manager program”) as a manager or submanager, under the following conditions:

(1) the fund(s) have determined pursuant to a vote of its or their trustees, upon the presentation by the Comptroller or designee of his or her recommendation and after having been provided with a presolicitation report and such information from an investment consultant as the fund(s) deem necessary, that it is in the best interest of the fund(s) for the Comptroller to award a contract through negotiated acquisition;

(2) the term of an emerging manager investment management contract (including all renewal and extension periods) will expire or the emerging manager investment contract within which the submanager provided services has expired or been terminated;

(3) the services provided by the manager or submanager are still required;

(4) the assets under management have grown beyond the fund’s maximum selection eligibility level so that the manager or submanager could not be selected to participate in the emerging manager program;

(5) in the case of a submanager, the assets under management of the submanager have grown sufficiently to make it eligible under the Comptroller’s guidelines for a direct contract;

(6) there is no competitive sealed proposals process for the manager or submanager’s eligibility level and type of investment service in which the manager or submanager could participate or could have participated so that the services which it provides would not be disrupted;

(7) the term or the new contract shall not extend beyond the commencement date of contracts awarded pursuant to a competitive sealed proposal process for a class of managers applicable to the manager or submanager for which the

manager or submanager became eligible to compete, and in no event shall be longer than three years (including all renewal and extension periods);

(8) over the immediately preceding market cycle of at least three years, the manager or submanager has both (i) exceeded the performance of generally accepted indices applicable to the investment services provided, and (ii) performed in the top fifty percent of firms in the marketplace providing a similar kind of investment service, as measured by generally recognized performance benchmarks contained in the Comptroller's guidelines applicable to the investment service provided;

(9) upon the request of a trustee(s), an investment manager proposed for award under this provision shall be made available to respond to questions related to the proposed award; and

(10) no contract procured pursuant to this provision may be executed without the approval of the fund(s), pursuant to a vote of its or their trustees, after a presentation by the Comptroller or his or her designee and submission of the Recommendation for Award and proposed contract.

(d) Public Notice. This subdivision shall not apply to negotiated acquisition below the small purchase limits or where the Corporation Counsel or designee has made a determination that such notice may disclose litigation strategy or otherwise impair the conduct of litigation by the City.

(1) Notice of Intent to Enter into Negotiations. This paragraph shall not apply where negotiations will be entered into with vendors solicited solely from a PQL or where time constraints beyond the agency's control make such advance notice impractical.

(i) Frequency. Notice of intent to enter into negotiations shall be published in the City Record for five consecutive editions and shall be posted on the City's website in a location that is accessible by the public simultaneously with its publication. The last date of publications of such notice shall appear no fewer than ten days before negotiations are expected to begin.

(ii) Content. Such notice of intent shall include:

- (A) agency name;
- (B) PIN;
- (C) purchase description;
- (D) estimated quantity, if any;

- (E) name(s) of the proposed vendor(s), if applicable;
- (F) summary of the basis of the determination to use negotiated acquisition;
- (G) projected contract start and expiration dates; and
- (H) how vendors may express interest in the instant procurement or in such procurement in the future, as applicable.

(2) Notice of Award.

(i) Frequency. Notice of contract award shall be published at least once in the City Record within fifteen days after registration of the contract.

(ii) Content. Such notice of award shall include:

- (A) agency name;
- (B) PIN;
- (C) purchase description;
- (D) name and address of the vendor;
- (E) dollar value of the contract;
- (F) date of the published notice of intent to enter into negotiation, if applicable; and
- (G) contract start and expiration dates.

Section 3-05 **SOLE SOURCE PROCUREMENT.**

(a) Conditions for Use. Sole source procurement shall be used only when there is only one source for the required good, service, or construction. In such case, the accepted price and terms and conditions shall be achieved through negotiation between the agency and the vendor. This section shall apply to all sole source procurements over \$2,500.

(b) Determination. Prior to entering into sole source negotiations, the ACCO shall make a determination that there is only one source for the required good, service, or construction.

WM-11 Croton Water Treatment Plant
Cost Summary as of 9/30/2011

Croton WTP Construction Costs						
Contract	Contractor Name	Original Contract Price	Registered Change Orders	Current Contract Amount	% Contract Increase	
CRO-311	Schiavone Construction Co.	\$127,660,000	-\$14,445,214	\$113,214,786	-11%	
CRO-312G	Skanska/Tully, JV	\$1,327,700,000	\$104,615,551	\$1,432,315,551	8%	
CRO-312E1	Schlesinger-Siemens, LLC	\$134,680,000	\$20,232,810	\$154,912,810	15%	
CRO-312E2	Schlesinger-Siemens, LLC	\$37,678,000	\$6,537,799	\$44,215,799	17%	
CRO-312H	Durr Mechanical Construction	\$105,700,000	\$22,006,081	\$127,706,081	21%	
CRO-312P	Picone/WDF, JV	\$58,475,000	\$11,766,976	\$70,241,976	20%	
CRO-312OS-G	Picone-Schiavone, JV	\$96,842,500	\$21,397,950	\$118,240,450	22%	
CRO-312OS-E	Eidor Electric	\$15,762,500	\$956,728	\$16,719,228	6%	
CRO-312OSH	AWL Industries	\$822,000	\$12,901	\$834,901	2%	
CRO-312OS-P	JPP Plumbing	\$872,000	\$163,133	\$1,035,133	19%	
CRO-312FM (1)	Maspeth Supply Co. LLC	\$18,626,745	\$12,519,525	\$31,146,270	67%	
CRO-313	Schiavone/Picone, JV	\$212,227,000	-\$345,178	\$211,881,822	0%	
CRO-315G	Angelakis Construction Corp.	\$3,641,000	\$14,894	\$3,655,894	0%	
CRO-315E	Interphase Electric	\$807,317	\$145,800	\$953,117	18%	
CRO-312CE	Con Edison	\$4,074,526	\$0	\$4,074,526	0%	
TOTAL		\$2,145,568,588	\$185,579,754	\$2,331,148,342	9%	
Croton WTP Design / Construction Management Costs						
HED-543 DES	Metcalf & Eddy / Hazen and Sawyer, JV	\$44,226,000	\$222,182,648	\$266,408,648	502%	
HED-545 CM	URS/Malcolm Pirnie, JV	\$63,400,000	\$32,936,305	\$96,336,305	52%	
TOTAL		\$107,626,000	\$255,118,953	\$362,744,953	237%	

Rehabilitation of the New Croton Aqueduct Construction Costs						
Contract	Contractor Name	Original Contract Price	Registered Change Orders	Current Contract Amount	% Contract Increase	
CRO-334G	Frontier-Kemper/Schiavone/ Picone JV	\$1,696,805	\$9,833,367	\$101,530,172	11%	
CRO-334E	Community Electric	\$1,119,000	\$253,957	\$1,372,957	23%	
TOTAL		\$2,815,805	\$10,087,324	\$102,903,129	11%	
Rehabilitation of the New Croton Aqueduct Construction Management Costs (2)						
TCM-CRO-334	Washington/HAKS JV	\$5,952,446	\$0	\$5,952,446	0%	
TOTAL		\$5,952,446	\$0	\$5,952,446	0%	

Notes:

(1) Costs shown for CRO-312FM are for the original Force Main Route to Hunts Point WPCP.

(2) Design costs for CRO-334G and CRO-334E are included in Contract HED-543 DES.

WM-11 Croton Water Treatment Plant
 Facility Monitoring Committee
Look-Ahead Schedule
 October 19, 2011

Task	Current Forecasted Completion Date	Sep-11				Oct-11				Nov-11				Dec-11				Jan-12
		WK 3	WK 4	WK 1	WK 2	WK 3	WK 4	WK 1	WK 2	WK 3	WK 4	WK 1	WK 2	WK 3	WK 4	WK 1		
CRO-312 - Water Treatment Plant Construction at Mosholu Site																		
Utility Work in Jerome Avenue (Intermittent)	4/15/2012																	
Entrance Driveway Site Utility Work (Intermittent)	2/15/2012																	
Furnish and Install Equipment, Electrical, HVAC and Plumbing Work for Water Treatment Plant	10/29/2012																	
Equipment Check-out and Field Equipment Testing	10/29/2012																	
CRO-312OS - Off-Site Facilities at Jerome Park Reservoir and Gate House No. 1																		
Shaft and Meter Chamber & Yard Piping at Jerome Park Reservoir (including Emergency Bypass)	9/21/2012																	
Rehabilitation Work in Gate House Nos. 1, 2, 3, 5, 6 & 7 (Intermittent)	9/21/2012																	
South Basin Ramp Concrete Work at Jerome Park Reservoir	10/1/2011																	
South Basin Ramp Stone Work at Jerome Park Reservoir	11/30/2011																	
Borings at South Basin for Jerome Park Reservoir Inspection Program	10/1/2011																	
Goulden Avenue High Service Treated Water Connection Across from Bronx School of Science	11/30/2011																	
CRO-312FM - Residuals Force Main to Hunts Point																		
Restoration of Test Pits Along Original Force Main Route	TBD																	
Begin Startup and Testing of Water Treatment Plant	10/29/2012																	
Commence Operation of Water Treatment Plant	3/24/2013																	
Above Grade Architectural Work at DEP Area	12/14/2014																	

