

CALL TO ORDER

Mark Page

- ADOPTION OF MINUTES – January 23, 2017

Mark Page

- VICE PRESIDENT'S REPORT

Roslyn Weinstein

ACTION ITEMS

- **Resolution**

John Jurenko

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to execute a five- year, revocable, no fee license agreement with the City of New York acting by and through the Mayor's Office of Immigrant Affairs ("MOIA") for part-time, non-exclusive use and occupancy of spaces each less than approximately 500 sq. ft. (the "Licensed Spaces") at NYC Health + Hospitals/Lincoln, NYC Health + Hospitals/Elmhurst, NYC Health + Hospitals/Dr Susan Smith McKinney, NYC Health + Hospitals/Sea View and NYC Health + Hospitals/Gouverneur (the "Facilities") to provide *pro bono* legal and related services to patients and members of the community focused primarily on efforts to identify eligible immigrants, and facilitate their enrollment with health insurers, including Medicaid as well as assisting them with other legal matters.

Vendex: Not required.

- **Resolution**

Louis Iglhaut

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to execute a requirements contract with Rashel Construction Corporation (the Contractor) in the amount of \$10,000,000 to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals.

Vendex: Approved.

- **Resolution**

Louis Iglhaut

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to execute a requirements contract with Volmar Construction, Inc. (the Contractor) in the amount of \$10,000,000 to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals.

Vendex: Approved.

- **Resolution**

Louis Iglhaut

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to

execute a requirements contract with Jemco Electrical Contractors (the Contractor) in the amount of \$10,000,000 to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals.

Vendex: Approved.

INFORMATION ITEMS

- Change Order: Operating Room Chiller Upgrade Project at NYC Health + Hospitals / Bellevue

OLD BUSINESS

NEW BUSINESS

ADJOURNMENT

CAPITAL COMMITTEE MEETING MINUTES

January 23, 2017

MINUTES

Capital Committee

Meeting Date: January 23, 2017

Time: 11:00 A.M.

Location: Board Room

Board of Directors:

Members of the Capital Committee

Mark Page
Gordon Campbell, Vice Chair, Acting Chairman of the Board
Josephine Bolus, RN, NP, BC
Stanley Brezenoff, Interim President, Chief Executive Officer

Other Board Members Present:

Bernard Rosen

HHC Staff:

Jennifer Bender – Director, Communications and Marketing
Jeremy Berman – Deputy General Counsel, Office of Legal Affairs
Tammy Carlisle – Associate Executive Director, Corporate Planning
Tracy Green – Chief Financial Officer, Metropolitan Hospital Center
Colicia Hercules – Chief of Staff, Office of the Chairman
Louis Iglhaut – Assistant Vice President, Office of Facilities Development
Mahendranath Indar – Senior Director, Office of Facilities Development
Patricia Lockhart – Secretary to the Corporation, Office of the Chairman
John Maese – Office of Medical and Professional Affairs
Angelo Mascia – Executive Director, Sea View Hospital Rehabilitation Center and Home
Alina Moran – Executive Director, Metropolitan Hospital Center
Dean Moskos – Director, Office of Facilities Development
Milton Nunez – Executive Director, Lincoln Medical and Mental Health Center
L. Rickie Tulloch – Senior Director, Office of Facilities Development
Roslyn Weinstein – Vice President, President's Office
Dion Wilson – Director of Real Estate, Office of Legal Affairs
Elizabeth Youngbar – Assistant Director, Office of Facilities Development
Frank Zanghi – Manager, Internal Audits

Other Attendees:

Steven Rush – Fire Department of the City of New York
Justine DeGeorge – Office of the State Comptroller
Melinda Elias – Budget and Policy Analyst, Independent Budget Office of the City of New York
Mariely Fernandez, MD – Chief Medical Officer, Center for Comprehensive Health Practice
Susan Ohanesian – Chief Executive Officer, Center for Comprehensive Health Practice
Raymond Santander – District Council 37
Shaylee Wheeler – NYC Office of Management and Budget

CALL TO ORDER

The meeting was called to order by Mark Page, Committee Chair, at 11:00 A.M.

On motion, the Committee voted to adopt the minutes of the December 8, 2016, Capital Committee meeting.

VICE PRESIDENT'S REPORT

Ms. Weinstein advised that the meeting agenda would include various license agreements for space occupied at the facilities, two resolutions for purchase of ambulances on behalf of the Fire Department of the City of New York, and an update on Federal Emergency Management Agency (FEMA) funded projects throughout the system.

ACTION ITEMS

- **Authorizing the New York City Health and Hospitals Corporation (the "NYC Health and Hospitals") to execute a revocable five year license agreement with the Richmond County Medical Society and the Academy of Medicine, Inc. (the "Licensee") for its continued use and occupancy of approximately 350 square feet of space on the 2nd floor of the Administration Building at the Sea View Hospital Rehabilitation Center and Home (the "Facility") to house its administrative functions at an occupancy fee rate of \$21.50 per square foot, or \$7,527 per year for a total of \$37,635 over the five year term.**

Angelo Mascia, Executive Director, Sea View Hospital Rehabilitation Center and Home, read the resolution into the record.

Mr. Mascia advised that the organization, founded in 1806, was comprised of physicians throughout the borough of Staten Island. Their mission is to extend medical knowledge and advance medical science, elevate the standards of medical education, encourage dialogue and enhance relationships with the public.

Mr. Mascia noted that the space where they are located, within the Robitzek Building, would not otherwise be occupied.

Mr. Page asked if the space couldn't be used for facility administrative functions. Mr. Mascia said that space would be too small to accommodate the needs of the facility.

Mr. Page asked if Mr. Mascia could summarize the organizations' functions. Mr. Mascia said they were a medical society, like each of the boroughs have, doing the same work, and working towards the same goals as the others.

There being no questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board's consideration.

- **Authorizing the New York City Health and Hospitals Corporation (“NYC Health + Hospitals”) to execute a five year revocable license agreement with T-Mobile US Inc./MetroPCS (the “Licensee”) to operate a cellular communications system on approximately 200 square feet on the roof of the “A Building” at Coler Rehabilitation and Nursing Care Center (the “Facility”) at an annual occupancy fee of approximately \$318 per square foot or \$63,612 to be escalated by 3% per year for a five year total of \$337,725.**

Robert Hughes, Executive Director, Coler Rehabilitation and Nursing Care Center, read the resolution into the record.

Mr. Hughes explained that an agreement for the utilization of 200 square feet to operate communications equipment had been in place since 2009, and that the new agreement solely increased the occupancy fee, which included annual increases of 3% for a new per-square-foot charge of \$318 for the first year, or \$337,725 over the term.

He noted that the equipment, which was composed of antennas and global positioning satellite units, and complied with Federal statutes for safety.

Mr. Page said that he appreciated the revenue, but asked if there was other benefit to Coler. Ms. Weinstein said that the equipment will provide better service for individuals with that carrier service.

Mrs. Bolus asked if the community was aware that the equipment was on the roof. Ms. Weinstein said she did not believe so.

There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board’s consideration.

- **Authorizing the New York City Health and Hospitals Corporation (“NYC Health + Hospitals”) to execute a five year revocable license agreement with Sprint Spectrum Realty Company L.P. (the “Licensee”) for its continued use and occupancy of 300 square feet of space for the operation of a cellular communications system at Lincoln Medical and Mental Health Center (the “Facility”) at an occupancy fee rate of \$312 per square foot or \$93,683 per year to be escalated by 3% per year for a total five year occupancy fee of \$497,381.**

Milton Nunez, Executive Director, Lincoln Medical and Mental Health Center, read the resolution into the record.

Mr. Nunez explained that the equipment allowed Sprint to provide improved service to the people of the Bronx.

Mr. Page asked if the equipment provided a benefit to the facility. Mr. Nunez said that in addition to the revenue it provided, it would improve service to community members that utilized that service.

Mrs. Bolus asked if there was anything harmful in having the equipment there. Mr. Nunez said that the equipment met all federal standards and regulations, and provided no risk.

Gordon Campbell, Vice Chair, Acting Chairman of the Board, asked whether providers reach out to Health + Hospitals or do we reach out to them. Mr. Berman said the companies reach out to Health + Hospitals, looking for a large rooftop space, with some height, and our buildings fit that need.

Mrs. Bolus asked if the added equipment allowed small providers to tap into it for service. Ms. Weinstein said she was unsure, but would look into it.

Mr. Page asked if companies ever paid a lump-sum payment in lieu of monthly payments. Dion Wilson, Director, Legal Affairs, said that there were companies that had offered to do so but Health + Hospitals held monthly payment arrangements. Mr. Berman added that monthly payments allow for termination of the agreement, whereas a lump sum would make that more difficult.

Mrs. Bolus asked if there was certain square footage allotted. Mr. Nunez said yes. Mr. Page asked if anyone checked that the appropriate space was being utilized, and not more. Mr. Nunez said yes.

Mr. Page expressed some concern as to the drain it puts on Health + Hospitals to oversee, maintain and negotiate these agreements. He asked if there were ways that would require less oversight and maintenance and asked that the team think about that. Mr. Berman said he understood and there were discussions underway on how to minimize the workload on Health + Hospitals.

There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board's consideration.

- **Authorizing the New York City Health and Hospitals Corporation (the "NYC Health + Hospitals") to execute a five year revocable license agreement with the Center for Comprehensive Health Practice ("CCHP") for its continued use and occupancy of approximately 17,000 square feet of space to operate a an Article 28 diagnostic and treatment center that offers four substance abuse programs licensed by NY State Office of Alcoholism and Substance Abuse Services at Metropolitan Hospital Center (the "Facility") at an occupancy fee of \$45 per square foot for the 9th floor and \$35 per square foot for the 12th floor for a total annual amount of \$675,000 to be escalated by 2.5% per year for a total of \$3,548,022 over the five year term.**

Alina Moran, Executive Director, Metropolitan Hospital Center, read the resolution into the record. Ms. Moran was joined by Susan Ohanesian, Chief Executive Officer, Center for Comprehensive Health Practice.

Ms. Moran explained that CCHP, a not-for-profit organization, had been providing care for the community for over 50 years. They serve as a DSRIP partner for the system, and this request is to allow them to continue to operate out of space at the facility. Ms. Moran noted that a Fair Market Value (FMV) assessment had been done, and the requested occupancy fee was within the range.

Bernard Rosen, member of the Board of Directors, asked if this was the only site at which the CCHP occupied space. Ms. Moran said yes, this is the only site within the system.

Mrs. Bolus asked how the program differed from similar services provided and Health + Hospitals facilities, who offer substance abuse treatment, like Bedford Stuyvesant. Antonio Martin, Executive Vice President, said that this program is different in that services are based on a staff intensive model. Ms. Moran confirmed, explaining that the facility also provides similar services but the delivery method is more comprehensive.

Mr. Page asked how referrals were handled. Ms. Moran said that most patients at Metropolitan are walk-in patients and most patients seen by CCHP are referred by Children's Services, or other community based organizations. CCHP provides primary care and behavioral health, but Metropolitan provides all other specialty services. Admissions to CCHP come through Metropolitan, as well as other ancillary services.

Mrs. Bolus asked what four programs the CCHP runs. Ms. Ohanesian explained that CCHP managed three methadone maintenance programs, one specializing in pregnant addicted mothers and women, and one regular outpatient program that services individuals not on methadone and their families.

Mr. Berman explained that while Metropolitan did provide substance abuse treatment, the services offered by CCHP were based on a different model and were more comprehensive for a more specific patient. It is staff intensive and social work intensive, which Health + Hospitals does not do. Ms. Ohanesian agreed and noted that the East Harlem community was one of the highest need neighborhoods and there were unfortunately enough patients to go around.

Mr. Page asked how the program was funded. Ms. Ohanesian stated that Federal and State funding and reimbursements through Medicare, Medicaid and Insurance covered the majority of needs and some fundraising was done as well.

Mr. Page asked if CCHP was happy with the relationship with Health + Hospitals. Ms. Ohanesian said yes. Our expectant mothers often prefer to deliver at Metropolitan and that allows for continuity of service, and continuation of the relationship, as they can be visited by staff and easily return to the program. We use their radiology department, have special hours in the surgery clinic, and use a number of their services, which we feel greatly benefits us.

Mrs. Bolus asked if billing was done through Health + Hospitals. Ms. Moran said yes.

Mrs. Bolus asked if this model should be followed by Health + Hospitals. Mr. Martin said that would be difficult to do, and this was a unique program and relationship but it could be investigated.

There being no further questions or comments, the Committee Chair offered the matter for a Committee vote.

On motion by the Chair, the Committee approved the resolution for the full Board's consideration.

- **Authorizing the President of NYC Health + Hospitals ("public health care system") to procure and outfit an additional thirty-five (35) ambulances in Fiscal Year 2017 on behalf of the Fire**

Department of the City of New York ("FDNY"), through City-wide Requirements Contracts for a total amount not-to-exceed \$12.1 million.

- **Authorizing the President of NYC Health + Hospitals ("public health care system") to procure and outfit seventy three (73) ambulances in Fiscal Year 2018 on behalf of the Fire Department of the City of New York ("FDNY"), through City-wide Requirements Contracts for a total amount not-to-exceed \$26.3 million.**

Dean Moskos, Director, Office of Facilities Development, read the resolutions into the record. Mr. Moskos was joined by Steven Rush, Fire Department of the City of New York.

Mr. Rosen asked if this approval was for Fiscal Year 17 or 18. Mr. Moskos explained that there were two resolutions, one for FY 17 and one for FY 18. He noted that receiving approval in advance would allow for funding to put in place and allow for purchase order submittal and other processes.

Mrs. Bolus asked when the most recent purchase was done. Mr. Moskos said that in April, 2016, the Committee approved purchase of 132 ambulances.

Mrs. Bolus said the cost seemed higher than previously, and asked why. Mr. Moskos said that there were some improvements in the new ambulances. Mr. Rush explained that new "stealth" technology was included, which allowed for energy saving ambulances. They are able to stay functional while parked but not idling. Ms. Weinstein noted that there are a number of issues/complaints that come from idling ambulances and this would be a great improvement.

Mr. Page asked who was responsible to maintain the equipment. Mr. Rush said the Fire Department contracts for that. He added that the FDNY was in discussion with the New York City Office of Management and Budget (OMB), to increase the size of the fleet.

Gordon Campbell, Vice Chair, asked if there was a way that these resolutions could be presented in a multi-year fashion to eliminate the need to bring them to the Board every year, sometimes multiple times a year. Ms. Weinstein said that would need to be discussed with OMB. Mr. Page said he would appreciate that.

Mr. Moskos explained that a new need request is submitted by Health + Hospitals, as part of the pass-through. Mrs. Bolus and Mr. Page asked that this process be reviewed. Mr. Campbell asked that Ms. Weinstein report back to the Committee, regarding this discussion, at the February or March meeting.

There being no further questions or comments, the Committee Chair offered the matters for a Committee vote.

On motion by the Chair, the Committee approved the resolutions for the full Board's consideration.

INFORMATION ITEMS

- **Update: FEMA Projects**

Ms. Weinstein shared a power point presentation outlining progress on FEMA projects throughout the system. She explained that, to ensure reimbursement from FEMA, Health + Hospitals must return to

FEMA and present any changes made to previously approved designs. With this in mind, we have extended the timeline for some projects, anticipating that FEMA review and approval may take longer than originally planned for. We are preparing to submit a change regarding the wall around Bellevue and that requires FEMA approval. Design and integration of the new wall, which will attach to the New York University (NYU) wall and the Veteran's Association (VA) wall, a change from the original design for a wall around Bellevue.

Mrs. Bolus asked whose FEMA dollars would be used for this wall. Ms. Weinstein said that our dollars would be used for our portion of the wall but the VA and NYU were paying for their portions.

Mr. Rosen noted that NYU had completed much exterior work already and asked how the Health + Hospitals wall would connect. Ms. Weinstein explained that NYU had built their wall and attached it to the building but there would be connections underground, if not above, between NYU and Health + Hospitals and plans to ensure that Department of Environmental Protection regulations were met.

Mrs. Bolus asked how the Waterside housing would be protected. Ms. Weinstein said she assumed they were working on their own protection but she was not sure.

Mr. Campbell asked how the VA got a lead on spending, as they had already begun construction. Ms. Weinstein explained that they did not have to go through the FEMA program, they go directly to Congress and get their dollars.

Mr. Page asked if there was any way the Health + Hospitals could have worked through the VA to expedite our process. Ms. Weinstein said she did not believe so, the FEMA expert would have suggested that.

Mr. Page said that as he understood it, there were multiple groups tying into the same wall and asked about coordination for managing and maintaining the wall. Mr. Berman explained that the Mayor's Office of Resiliency would be coordinating with all parties to ensure that is addressed. Whether it would be a particular agency or the City itself, there will be a plan for maintaining.

Mr. Rosen asked what would happen if there were a storm today and we didn't have the wall complete. Ms. Weinstein explained that electrical had been moved to higher elevation, hardening basements and elevators, and other vulnerabilities have been addressed during emergency and priority mitigation work. She noted that Coney Island hospital had muscle walls and barriers ready for use.

Mr. Rosen asked if FEMA needed to approve additional spending or changes in design. Ms. Weinstein said changes in design.

Mrs. Weinstein explained that Health + Hospitals seeks approvals prior to work with the understanding then when the approved work is complete we will be reimbursed. If changes are not approved or designs are varied from the original approvals then we would be at risk.

Mr. Rosen asked who approved schematic designs. Ms. Weinstein said that Gary Guttman, Director, Office of Facilities Development was the first internal layer of approval. Mr. Rosen asked if he was an engineer. Ms. Weinstein said he was an architect. Mr. Rosen said that was good.

Ms. Weinstein advised that a Construction Manager (CM) contract had been awarded to Turner Construction for work at Coney Island, and the design firm NBBJ has completed programming, and were preparing schematic documents. At Coler Hospital, Arcadis had prepared options for flood mitigation, as Base Tactical prepared revised Project Worksheet (PW) based on mitigation options. At Metropolitan Hospital, Stantec was awarded the design contract for the wall and CM selection had been completed and EDC was negotiating the contract. At Bellevue Hospital, Arcadis completed the report for flood mitigation options and Base Tactical was working on amending the PW to incorporate multiple mitigation solutions.

Ms. Weinstein noted accomplishments from the previous six (6) months; awarding 1st Priority Mitigation Project (PMP) contract for construction at Bellevue, the Civil Roadway / Loading Dock; Awarded Metropolitan Major Work Design contract; Health + Hospitals executed Construction and Renovation Project Labor Agreements; Coney Island protected by HESCO barriers; and, the 1st PMP contract for construction at Coney Island awarded, for 1st and 5th Floor.

Mr. Page asked if a huge storm came in right now, would we be protected. Ms. Weinstein said our Emergency Rooms located on the ground floor will continue to be a risk factor, but numerous other mitigation measures had been put into place.

Mrs. Bolus asked if she was confident there wouldn't be any issues with approvals. Ms. Weinstein said she always worries a bit but the competent team gets her through it.

Ms. Weinstein noted that approvals had been expeditious in coming and she hopes that continued.

Ms. Weinstein shared a graph of dollars to date; committed, paid, and reimbursed. Mrs. Bolus asked if there was much opposition by FEMA. Ms. Weinstein said no but we have an amazing team, doing a lot of work; Finance, Office of Facilities Development, Economic Development Corporation, and others.

Mr. Page asked whose money was being used to pay and who was awaiting the reimbursement. Ms. Weinstein said the City of New York Office of Management and Budget (OMB).

There being no further business, the meeting was adjourned at 11:55 A.M.

LICENSE AGREEMENT

MAYOR'S OFFICE OF IMMIGRANT AFFAIRS

NYC Health + Hospitals/Elmhurst

NYC Health + Hospitals/Gouverneur

NYC Health + Hospitals/Lincoln

NYC Health + Hospitals/Sea View

NYC Health + Hospitals/Dr. Susan Smith McKinney

RESOLUTION

Authorizing the New York City Health and Hospitals Corporation (“NYC Health + Hospitals”) to execute a five- year, revocable, no fee license agreement with the City of New York acting by and through the Mayor’s Office of Immigrant Affairs (“MOIA”) for part-time, non-exclusive use and occupancy of spaces each less than approximately 500 sq. ft. (the “Licensed Spaces”) at NYC Health + Hospitals/Lincoln, NYC Health + Hospitals/Elmhurst, NYC Health + Hospitals/Dr Susan Smith McKinney, NYC Health + Hospitals/Sea View and NYC Health + Hospitals/Gouverneur (the “Facilities”) to provide *pro bono* legal and related services to patients and members of the community focused primarily on efforts to identify eligible immigrants, and facilitate their enrollment with health insurers, including Medicaid as well as assisting them with other legal matters.

WHEREAS, MOIA is focused on protecting the interests of immigrant residents of the City of New York including helping such immigrants to access health care; and

WHEREAS, NYC Health + Hospitals has, with the authorization of its Board Directors, entered into successive license agreements with the New York Legal Assistance Group, a not-for-profit provider of legal services to, among others, hospital patients in immigration, domestic relations, child support and custody, and benefit entitlements matters (“NYLAG”) to enable NYLAG to offer its *pro bono* legal services to NYC Health + Hospitals’ patients at its facilities including NYC Health + Hospitals/Lincoln, NYC Health + Hospitals/Elmhurst and but not including NYC Health + Hospitals Gouverneur, NYC Health + Hospitals/Dr Susan Smith McKinney and NYC Health + Hospitals Sea View; and

WHEREAS, MOIA wishes to contract with legal service providers and other professionals to provide further *pro bono* legal and related services to patients of NYC Health + Hospitals and to the general immigrant community and has initially done so with NYLAG; and

WHEREAS, under the proposed license agreement, MOIA will use the Licensed Spaces to provide *pro bono* legal services through its contracted provider(s) which shall initially be NYLAG; and

WHEREAS, NYLAG services pursuant to its license agreement with NYC Health + Hospitals will continue to be provided but will be expanded under its agreement with MOIA; and

WHEREAS, any costs to prepare the Licensed Spaces for their intended use or to operate the MOIA program shall be paid by MOIA; and

WHEREAS, the administration of the proposed license agreement shall be the responsibility of the executive directors of the executive directors of the hospitals where they are located.

NOW, THEREFORE, be it

RESOLVED, that New York City Health and Hospitals Corporation be and hereby is authorized to execute a five- year, revocable, no fee license agreement with the City of New York acting by and through the Mayor’s Office of Immigrant Affairs for part-time, non-exclusive use and occupancy of the spaces each less than approximately 500 sq. ft. at NYC Health + Hospitals/Lincoln, NYC Health + Hospitals/Elmhurst, NYC Health + Hospitals/Dr Susan Smith McKinney, NYC Health + Hospitals Sea View and NYC Health + Hospitals Gouverneur to provide *pro bono* legal and related services to patients and members of the community focused primarily on efforts to identify eligible immigrants, and facilitate their enrollment with health insurers, including Medicaid as well as assisting them with other legal matters.

EXECUTIVE SUMMARY

LICENSE AGREEMENT

NYC MAYOR'S OFFICE OF IMMIGRANT AFFAIRS

Background: Authorization is sought to execute a revocable, free, five year license agreement with the City of New York acting by and through the Mayor's Office of Immigrant Affairs ("MOIA") for space in which to provide pro bono legal and related assistance to immigrants who are patients of NYC Health + Hospitals and the general immigrant community. MOIA will provide such services through contracted legal and related service providers. Initially MOIA will provide such legal services through the New York Legal Assistance Group ("NYLAG") which will act under contract with MOIA. NYLAG currently has its own direct license from NYC Health + Hospitals to operate in all of the acute care hospitals and some of the long term care facilities of NYC Health + Hospitals where it provides general *pro bono* legal services to patients including immigration-related legal services. NYC Health + Hospitals has given a series of space licenses to NYLAG over the last ten years under which NYLAG provides services to patients and NYC Health + Hospitals pays NYLAG \$60,000 per year for each weekly legal clinic it runs at each facility.

Program: MOIA views the offices it will operate at the named NYC Health + Hospitals facilities as "community navigation sites" in that they will focus out to the community as much as inward to patients of the host facilities. The MOIA program goes by the name, ActionNYC, and is based on three pillars: (1) outreach and marketing: to engage traditionally underserved immigrant communities to provide information about ActionNYC services and schedule appointments; (2) community navigation: where individuals screen ActionNYC clients for eligibility for immigration relief; when applicable, provide application assistance; and connect individuals to relevant social services such as IDNYC, education/ workforce credentials, and Medicaid; and (3) legal services: provided by immigration attorneys who review legal work conducted by community navigators, provide legal advice to clients and decide next steps in all cases.

Terms: MOIA will use the spaces already licensed to NYLAG at Lincoln and Elmhurst. At Gouverneur, Dr. Susan Smith McKinney and Sea View new space will be dedicated non-exclusively for the use of the program. The licensed space, utilities, routine housekeeping, maintenance, and routine security will be provided by the Facilities at no charge to MOIA. MOIA will reimburse NYC Health + Hospitals for any additional expenses generated due to the presence of the program such as the need for additional cleaning or security. MOIA will indemnify and hold harmless NYC Health + Hospitals from any claims arising by virtue of its use of the Licensed Spaces and its provision of services.

It shall be a condition of NYLAG's work for MOIA that it respect the terms of the license agreement and that it not represent any individuals in actions against NYC Health + Hospitals.

MOIA shall have the right to use service providers in addition to NYLAG or in its place upon the approval of NYC Health + Hospitals which shall not be unreasonably withheld.

CONTRACT APPROVAL

RASHEL CONSTRUCTION CORPORATION

NYC HEALTH + HOSPITALS / CORPORATE-WIDE

RESOLUTION

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to execute a requirements contract with Rashel Construction Corporation (the Contractor) in the amount of \$10,000,000 to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals.

WHEREAS, the facilities of the Corporation may require construction services for General Construction Work; and

WHEREAS, the Corporation has determined that the needs of the Networks for these services can be best met by utilizing outside firms, on an as-needed basis through a requirements contract; and

WHEREAS, the Corporation's Operating Procedure No. 100-5 requires approval by the Board of Directors of competitively bid contracts having a bid price greater than \$3,000,000; and

WHEREAS, bids were publicly opened on January 26, 2017 and the Corporation has determined that the Contractor is the lowest responsible bidder for this contract; and

WHEREAS, the Contractor has met all, legal, business and technical requirements and is qualified to perform the services as required in the contract documents; and

WHEREAS, the overall responsibility for the contracts shall be under the purview of the Vice President, Facilities Development.

NOW, THEREFORE, be it

RESOLVED that the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") be and hereby is authorized to execute a contract with Rashel Construction Corporation (the Contractor) to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals. The contract shall be for a term of two (2) years, for a cumulative amount not to exceed \$10,000,000 for the services provided by this contractor.

CONTRACT FACT SHEET

JOB ORDER CONTRACT – JOC-GC3 (GENERAL CONSTRUCTION) VARIOUS NYC HEALTH & HOSPITALS LOCATIONS CITYWIDE

CONTRACT SCOPE: Construction Services for General Construction Work

CONTRACT DURATION: 2 Years

ADVERTISING PERIOD: December 23, 2016 to January 27, 2017

BID DOCUMENTS ISSUED: Ten (10) Prime Contractors

BIDS RECEIVED:

Contractor	Award Criteria
Rashel Construction Corporation	0.7742
Jemco Electrical Contractors	1.0655
Volmar Construction	1.0655
Vastech Construction	1.1262
NSP Enterprises	1.5800
WDF, Inc.	1.1903
Biltmore General Contractors	1.2750
DIA General Contractors	1.2790
Pro-Con Group, Inc.	1.4080
UTB United Technology	1.4450

LOWEST RESPONSIVE & RESPONSIBLE BIDDER: Rashel Construction Corp.
524 Mc Donald Avenue
Brooklyn, NY 11218

SIMILAR EXPERIENCE:

NYC Dept. of Homeless Services Building Upgrade – Rose McCarthy Shelter Completed: 2010 Amount: \$ 1,126,637	NYC Dept. of Homeless Services General Construction – Citywide Completed: 2011 Amount: \$1,500,000
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H+H EXPERIENCE:

NYC Health & Hospitals Corporation
General Construction Requirements Contract for GC
Work at Various Locations
Completed: 2012
Amount: \$5,000,000

CONTRACT AMOUNT: \$10,000,000

VENDEX APPROVAL: Approved

EEO APPROVAL: Approved

**EXECUTIVE SUMMARY
REQUIREMENTS CONTRACT**

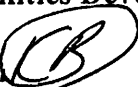
RASHEL CONSTRUCTION CORPORATION

CONSTRUCTION SERVICES FOR GENERAL CONSTRUCTION WORK

- OVERVIEW:** The Corporation seeks to execute a contract for a total of two (2) years not to exceed \$10,000,000 to provide construction services for General Construction Work on an as needed basis at any HHC facility.
- NEED:** The various facilities of the Corporation may require/need construction services for General Construction Work. Due to fluctuating demands, the Corporation has determined that these needs on certain types of projects can best be met by utilizing outside firms on an as-needed basis through requirements contracts.
- TERMS:** The construction services will be provided pursuant to the terms and conditions of the requirements contracts.
- FINANCING:** Capital, pending development of specific projects to be funded by bond proceeds, expense or other funds.
- SCHEDULE:** Upon contract execution, this contract shall be in effect to for a two (2) year period or until the funds have been exhausted, whichever comes first.

MEMORANDUM

To: Clifton Mc Laughlin
Office of Facilities Development

From: Karen Rosen 
Assistant Director

Date: February 15, 2017

Subject: VENDEX Approval

For your information, on February 15, 2017 VENDEX approval was granted by the Office of Legal Affairs for the following company:

Rashel Construction Corp.

cc: James Liptack, Esq.

31124F

Keith Tallbe
Associate Counsel, Director of Procurement
Legal Affairs, Supply Chain Services

TO: Clifton McLaughlin
Office of Facilities Development
Contract Services

FROM: Keith Tallbe *KT*

DATE: March 7, 2017

SUBJECT: EEO CONTRACT COMPLIANCE REVIEW AND EVALUATION

The proposed contractor/consultant, **Rashel Construction Corp.**, has submitted to the Supply Chain Services Diversity Office a completed Contract Compliance Questionnaire and the appropriate EEO documents. This company is a:

Minority Business Enterprise [] Woman Business Enterprise [] Non-M/WBE

Project Location(s): Corporate-wide

Contract Number: _____

Project: Job Order Contract (PLA) GC-1

Submitted by: Office of Facilities Development Contract Services

EEO STATUS:

1. Approved
2. Approved with follow-up review and monitoring
3. Not approved
4. Conditionally approved subject to EEO Committee Review

COMMENTS:

KT:srf

CONTRACT APPROVAL

VOLMAR CONSTRUCTION, INC.

NYC HEALTH + HOSPITALS / CORPORATE-WIDE

RESOLUTION

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to execute a requirements contract with Volmar Construction, Inc. (the Contractor) in the amount of \$10,000,000 to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals.

WHEREAS, the facilities of the Corporation may require construction services for General Construction Work; and

WHEREAS, the Corporation has determined that the needs of the Networks for these services can be best met by utilizing outside firms, on an as-needed basis through a requirements contract; and

WHEREAS, the Corporations Operating Procedure No. 100-5 requires approval by the Board of Directors of competitively bid contracts having a bid price greater than \$3,000,000; and

WHEREAS, bids were publicly opened on January 27, 2017 and the Corporation has determined that the Contractor is the lowest responsible bidder for this contract; and

WHEREAS, the Contractor has met all, legal, business and technical requirements and is qualified to perform the services as required in the contract documents; and

WHEREAS, the overall responsibility for the contracts shall be under the purview of the Vice President, Facilities Development.

NOW, THEREFORE, be it

RESOLVED that the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") be and hereby is authorized to execute a contract with Volmar Construction, Inc. (the Contractor) to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals. The contract shall be for a term of two (2) years, for a cumulative amount not to exceed \$10,000,000 for the services provided by this contractor.

CONTRACT FACT SHEET

**JOB ORDER CONTRACT – JOC-GC2 (GENERAL CONSTRUCTION)
VARIOUS NYC HEALTH & HOSPITALS LOCATIONS CITYWIDE**

CONTRACT SCOPE: Construction Services for General Construction Work

CONTRACT DURATION: 2 Years

ADVERTISING PERIOD: December 23, 2016 to January 27, 2017

BID DOCUMENTS ISSUED: Eight (8) Prime Contractors

BIDS RECEIVED:

Contractor	Award Criteria
Vitech Contracting	0.90000 (Bid Excluded)
Volmar Construction, Inc.	1.01430
Jemco Electrical Contractors	1.06550
Vastech Construction	1.10080
WDF, Inc.	1.14400
NSP Enterprises	1.15800
Biltmore General Contractors	1.16650
Pro-Con Group, Inc.	1.40800

LOWEST RESPONSIVE & RESPONSIBLE BIDDER: Volmar Construction, Inc.
4400 2nd Avenue
Brooklyn, NY 11232

Deficiency in the bid submitted by Vitech Contracting resulted in their exclusion.

SIMMILAR EXPERIENCE:

NYC Dept. of Education Building Upgrade Completed: 2014 Amount: \$48,400,000	NYC Dept. of Design and Construction General Construction Queens Museum of Art Expansion Completed: 2013 Amount: \$23,500,000
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H+H EXPERIENCE: JOC Contract - HVAC Services
\$6,000,000
4/13/16 - 4/12/18

CONTRACT AMOUNT: \$10,000,000

VENDEX APPROVAL: Approved

EEO APPROVAL: Approved

**EXECUTIVE SUMMARY
REQUIREMENTS CONTRACT**

VOLMAR CONSTRUCTION, INC

CONSTRUCTION SERVICES FOR GENERAL CONSTRUCTION WORK

- OVERVIEW:** The Corporation seeks to execute a contract for a total of two (2) years not to exceed \$10,000,000 to provide construction services for General Construction Work on an as needed basis at any HHC facility.
- NEED:** The various facilities of the Corporation may require/need construction services for General Construction Work. Due to fluctuating demands, the Corporation has determined that these needs on certain types of projects can best be met by utilizing outside firms on an as-needed basis through requirements contracts.
- TERMS:** The construction services will be provided pursuant to the terms and conditions of the requirements contracts.
- FINANCING:** Capital, pending development of specific projects to be funded by bond proceeds, expense or other funds.
- SCHEDULE:** Upon contract execution, this contract shall be in effect to for a two (2) year period or until the funds have been exhausted, whichever comes first.

MEMORANDUM

To: Clifton Mc Laughlin
Office of Facilities Development

From: Karen Rosen 
Assistant Director

Date: March 8, 2017

Subject: VENDEX Approval

For your information, on March 8, 2017 VENDEX approval was granted by the Office of Legal Affairs for the following company:

Volmar Construction, Inc.

cc: James Liptack, Esq.

31311E

Keith Tallbe
Associate Counsel, Director of Procurement
Legal Affairs, Supply Chain Services

TO: Clifton McLaughlin
Office of Facilities Development
Contract Services

FROM: Keith Tallbe *KT*

DATE: March 8, 2017

SUBJECT: EEO CONTRACT COMPLIANCE REVIEW AND EVALUATION

The proposed contractor/consultant, Volmar Construction, Inc., has submitted to the Supply Chain Services Diversity Office a completed Contract Compliance Questionnaire and the appropriate EEO documents. This company is a:

Minority Business Enterprise Woman Business Enterprise Non-M/WBE

Project Location(s): Corporate-wide

Contract Number: _____

Project: JOC-GC2

Submitted by: Office of Facilities Development Contract Services

EEO STATUS:

1. Approved
2. Approved with follow-up review and monitoring
3. Not approved
4. Conditionally approved subject to EEO Committee Review

COMMENTS:

KT:srf

CONTRACT APPROVAL

JEMCO ELECTRICAL CONTRACTORS

NYC HEALTH + HOSPITALS / CORPORATE-WIDE

RESOLUTION

Authorizing the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") to execute a requirements contract with Jemco Electrical Contractors (the Contractor) in the amount of \$10,000,000 to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals.

WHEREAS, the facilities of the Corporation may require construction services for General Construction Work; and

WHEREAS, the Corporation has determined that the needs of the Networks for these services can be best met by utilizing outside firms, on an as-needed basis through a requirements contract; and

WHEREAS, the Corporations Operating Procedure No. 100-5 requires approval by the Board of Directors of competitively bid contracts having a bid price greater than \$3,000,000; and

WHEREAS, bids were publicly opened on January 30, 2017 and the Corporation has determined that the Contractor is the lowest responsible bidder for this contract; and

WHEREAS, the Contractor has met all, legal, business and technical requirements and is qualified to perform the services as required in the contract documents.

WHEREAS, the overall responsibility for the contracts shall be under the purview of the Vice President, Facilities Development.

NOW, THEREFORE, be it

RESOLVED that the New York City Health and Hospitals Corporation ("NYC Health + Hospitals") be and hereby is authorized to execute a contract with Jemco Electrical Contractors (the Contractor) to provide construction services for General Construction Work on an as-needed basis at various facilities throughout NYC Health + Hospitals. The contract shall be for a term of two (2) years, for a cumulative amount not to exceed \$10,000,000 for the services provided by this contractor.

CONTRACT FACT SHEET

JOB ORDER CONTRACT – JOC-GC3 (GENERAL CONSTRUCTION) VARIOUS NYC HEALTH & HOSPITALS LOCATIONS CITYWIDE

CONTRACT SCOPE: Construction Services for General Construction Work

CONTRACT DURATION: 2 Years

ADVERTISING PERIOD: December 23, 2016 to January 27, 2017

BID DOCUMENTS ISSUED: Eighteen (6) Prime Contractors

BIDS RECEIVED:

Contractor	Award Criteria
Volmar Construction, Inc.	1.0131
Jemco Electrical Contractors	1.0429
Vastech Construction	1.1262
Pro-Con Group, Inc.	1.4080
NSP Enterprises	1.1432
WDF, Inc.	1.1440

LOWEST RESPONSIVE & RESPONSIBLE BIDDER: Jemco Electrical Contractors, Inc.
271 42nd Street
Brooklyn, NY 11232

Low-bidder Volmar was awarded GC-2 bid and so the second lowest bidder was awarded this (GC-3) bid.

SIMMILAR EXPERIENCE:

State University Construction Fund	DASNY
General Construction – Various Locations	Various Locations
Completed: 2012	Completed: 2016
Amount: \$2,000,000	Amount: \$3,100,000

H+H EXPERIENCE:

JOC Contract - Electrical Services
\$6,000,000
7/15/2013 - 7/14/2015

CONTRACT AMOUNT: \$10,000,000

VENDEX APPROVAL: Approved

EEO APPROVAL: Pending

**EXECUTIVE SUMMARY
REQUIREMENTS CONTRACT**

JEMCO ELECTRICAL CONTRACTORS

CONSTRUCTION SERVICES FOR GENERAL CONSTRUCTION WORK

- OVERVIEW:** The Corporation seeks to execute a contract for a total of two (2) years not to exceed \$10,000,000 to provide construction services for General Construction Work on an as needed basis at any HHC facility.
- NEED:** The various facilities of the Corporation may require/need construction services for General Construction Work. Due to fluctuating demands, the Corporation has determined that these needs on certain types of projects can best be met by utilizing outside firms on an as-needed basis through requirements contracts.
- TERMS:** The construction services will be provided pursuant to the terms and conditions of the requirements contracts.
- FINANCING:** Capital, pending development of specific projects to be funded by bond proceeds, expense or other funds.
- SCHEDULE:** Upon contract execution, this contract shall be in effect to for a two (2) year period or until the funds have been exhausted, whichever comes first.

MEMORANDUM

To: Clifton Mc Laughlin
Office of Facilities Development

From: Karen Rosen 
Assistant Director

Date: March 15, 2017

Subject: VENDEX Approval

For your information, on March 15, 2017 VENDEX approval was granted by the Office of Legal Affairs for the following company:

Jemco Electrical Contractors, Inc.

cc: James Liptack, Esq.