



District Attorney of  
New York County



**Invitation for Proposals:**  
**Gun Violence Prevention Initiative**  
Expires 06/27/2022

**June 2, 2022**

## **Invitation for Proposals: Gun Violence Prevention Initiative**

### **Project Goals**

The New York County District Attorney's Office (DANY) is accepting proposals from qualified community-based organizations for \$20,000 gun violence prevention awards. The goal of the program is to enable community-based organizations to rapidly respond to the gun violence crisis facing New York City by incentivizing youth and young adults who are at high risk of committing and/or falling victim to gun violence to participate in meaningful programming during the summer, when gun violence has historically spiked. Funding will be awarded to community-based organizations that employ a credible messenger model<sup>1</sup> or a similar approach that has demonstrated track record of engaging young people at risk for gun violence. Community-based violence prevention is critical because we know that law enforcement alone does not create lasting public safety. Enduring public safety is achieved by integrating people who are at risk of involvement in violence into positive, stabilizing, and supportive social networks in their own communities. The Gun Violence Prevention Initiative is an investment in the capacity of community-based organizations to make the community safer by forging positive long-term connections with young people to prevent violence. *DANY will require awarded vendors to provide a final report that includes aggregate data, but will **not** collect or ask for identifiable information about individual participants or individuals referred for programming. However, the names of participants receiving stipends will have to be recorded for auditing and fiscal control purposes.*

### **Project Scope**

Grants will be made to organizations that specifically focus on gun violence prevention and have the capacity to quickly engage with individuals who are at risk for picking up a gun and/or falling victim to gun violence. Proposals with programs in the following four focus neighborhoods will be prioritized: East Harlem, Central and West Harlem, Washington Heights and Inwood, and the Lower East Side.

Community-based organizations (CBOs) can apply to receive a one-time award of \$20,000 to offer stipends to young people aged 15-26 for engagement in meaningful programming for three months from August 1 – October 30, 2022. Selected organizations must use at least 75% of the total award (\$15,000) to provide stipends to participants. Up to 25% (\$5,000) may be used for supplemental costs such as program materials, temporary staff time, food for participants, or recruitment materials. Awardees may not use funds for office furniture/equipment, costs (e.g., rent, insurance, and/or utilities), general administration fees, or unrelated programming. CBOs must demonstrate an ability to identify and successfully engage young people who are at the highest risk of picking up a gun within a defined catchment area, with preference given to catchments in one of the four focus neighborhoods. A catchment area may include specific blocks within a focus neighborhood or a NYCHA housing development(s). Awarded CBOs will provide or make referrals to meaningful programming for participants that may include pro-social activities, cognitive behavioral therapy or other therapeutic interventions, restorative practices, civic engagement, community enhancement projects, creative activities, job trainings, or education services.

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<sup>1</sup> Credible messengers are people who have experience in the criminal legal system and have transformed their lives to become agents of change in their communities. (Urban Institute, "New York City's Wounded Healers: Findings from a Study of Credible Messengers")

Research shows that beautifying “hot spots” can lead to a reduction in violence.<sup>2,3</sup> Applicants may propose to pay young people to participate in a space enhancement project that improves the visibility, functionality, and/or aesthetics of a public space. For example, an applicant could propose to plant a garden in an empty lot, cut shrubbery that obscures visibility, or paint a mural on a hot spot corner. Applicants may propose to use up to 25% (\$5,000) of the total award on costs associated with space enhancement project.

Selected grantees must commit to providing warm hand-off referrals to internal or external programs that offer wraparound supports to participants following the end of the three-month contract. For example, contractors may work with CJII’s neighborhood-based Youth Opportunity Hubs<sup>4</sup> to engage participants after three months. Contractors may receive a final milestone-based payment of \$200 for each warm hand-off referral to wraparound services at the end of the contract period. These incentive payments must be included in the proposed project budget and will count towards the 25% allowable supplemental costs (non-stipends).

Selected CBOs will offer stipends and programming from August 1 through October 30, 2022. DANY anticipates issuing up to ten (10) awards. One (1) contract will be awarded per applicant. The funds for these contracts will be administered by the Research Foundation of the City University of New York. The CUNY Institute for State and Local Governance will provide technical and administrative support to awardees.

Organizations that meet the following criteria may apply for Gun Violence Prevention Initiative funding:

- 501(c)(3) status non-profit organization
- Physical presence in, and deep ties to, a catchment area in Manhattan that experiences disproportionate rates of gun violence, ideally in one of the four focus neighborhoods
- Currently operate a credible messenger model
- Provide hyperlocal services to engage young people who are at risk of committing or falling victim to gun violence

### **Timeline and Submission Instructions**

1. Release Date of funding solicitation: Thursday, June 2, 2022
2. Questions: All questions are due to [cjii@islg.cuny.edu](mailto:cjii@islg.cuny.edu) by 5:00 pm EST on Thursday, June 9, 2022. DANY will circulate questions and responses via email by June 15, 2022. Questions received after June 9<sup>th</sup> will not receive a response from DANY.
3. Proposal Due Date: Monday, June 27, 2022 by 5:00 pm EST.

Proposals should be submitted via [cjii@islg.cuny.edu](mailto:cjii@islg.cuny.edu). Failure to submit a proposal by the due date and time will result in the proposal being considered non-responsive to this Invitation for Proposals and will not be considered for award. Unless an addendum to this

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<sup>2</sup> <https://www.pnas.org/content/115/12/2946>

<sup>3</sup> [https://ajph.aphapublications.org/doi/full/10.2105/AJPH.2016.303434?rfr\\_dat=cr\\_pub%3Dpubmed&url\\_ver=Z39.88-2003&rfr\\_id=ori%3Arid%3Acrossref.org](https://ajph.aphapublications.org/doi/full/10.2105/AJPH.2016.303434?rfr_dat=cr_pub%3Dpubmed&url_ver=Z39.88-2003&rfr_id=ori%3Arid%3Acrossref.org)

<sup>4</sup> The CJII-funded Youth Opportunity Hubs are the Lower East Side Youth Opportunity Hub at Henry Street Settlement, the East Harlem Youth Opportunity Hub at Union Settlement, the Living Redemption Youth Opportunity Hub in Central/West Harlem, the Uptown Hub at NewYork-Presbyterian Hospital in Washington Heights, and The Door in SoHo.

solicitation is issued extending the due date and time, all proposals must be submitted prior to the time and date set forth above.

4. Anticipated Contract Start Date: August 1, 2022
5. Funding and Number of Awards: DANY anticipates making up to ten (10) Gun Violence Prevention Initiative awards, and reserves the right to award fewer grants than anticipated. Additionally, DANY will ensure that awards are appropriately distributed to some, if not all, of the focus neighborhoods.
6. Contact Information: [cjii@islg.cuny.edu](mailto:cjii@islg.cuny.edu)

### **Application Requirements**

Please submit no more than 5-7 typed, double-spaced pages in response to the following prompts.

Describe the organization.

- a. When was the organization established?
  - b. Where is the organization located?
  - c. What neighborhood or catchment area will the organization serve?
  - d. Describe the organization's mission and the services it provides.
  - e. Describe the population the organization serves.
  - f. How is the organization uniquely positioned to serve youth in the proposed community?
  - g. What is the organization's capacity? Please include the annual operating budget and the staffing structure.
2. Please describe your proposed approach to the Gun Violence Prevention Initiative.
    - a. How will you identify and engage young people who are at risk for committing or falling victim to gun violence?
    - b. How is your organization poised to begin programming on day one of the contract term?
    - c. Please describe the programming that participants will engage in to earn stipends.
    - d. Please describe a plan for engaging participants in programming—either within your organization, with a partner provider, or both—following the three-month contract period.
    - e. If applicable, describe the hot spot location where violence has occurred in the recent past that you plan to beautify or enhance. Describe the changes that you plan to make to the location, and how those changes will curb future violence there. How will young people contribute to the project?
  3. Describe how you will allocate the \$20,000 award (see Attachment A). In the budget narrative, please explain how many participants you plan to serve and how you will allocate stipends. Please provide a breakdown of the payment structure. Example: Organization A plans to engage ten young people over three months and will offer stipends to participants on a weekly basis. Participants who attend two 90-minute CBT sessions in a week will receive \$150. Each participant will be eligible to receive up to \$1,800 over twelve weeks. In total, Organization A will allocate \$18,000 for stipends during the contract period. Organization A plans to provide a warm hand-off referral for the ten participants and receive a \$200 milestone-based payment for each person, totaling \$2,000.

DANY will finalize the contract payment terms during contract negotiations. DANY reserves the right to select a payment structure that is the most advantageous to the City including developing milestone or deliverable-based payments.

### **Basis for Contract Award**

Contracts will be awarded to responsible proposers whose proposal is determined to be the most advantageous to the City, taking into consideration the proposer's demonstrated organizational capability and the best interests of the City. DANY shall also take into account appropriate geographic distribution in the focus neighborhoods or catchment areas.

### **Compliance with Local Law 34 of 2007**

Pursuant to Local Law 34 of 2007, amending the City's Campaign Finance Law, the City established a computerized database containing the names of any "person" that has "business dealings with the city" as such terms are defined in the Local Law. For the purposes of the database, proposers are required to complete the attached Doing Business Data Form and return it with this *proposal* and should do so in a separate envelope. (If the proposer is a proposed joint venture, the entities that comprise the proposed joint venture must each complete a Data Form.) If the City determines that a proposer has failed to submit a Data Form or has submitted a Data Form that is not complete, the proposer will be notified by the Agency and will be given four (4) calendar days from receipt of notification to cure the specified deficiencies and return a complete Data Form to the Agency. Failure to do so will result in a determination that the *proposal* is non-responsive. Receipt of notification is defined as the day notice is e-mailed or faxed (if the proposer has provided an e-mail address or fax number), or no later than five (5) days from the date of mailing or upon delivery, if delivered.

The following document(s) should be completed by proposer:

- Budget Template (Attachment A)
- Doing Business Form (Attachment B)
- Tax Affirmation Page (Attachment C)
- Iran Divestment Certification (Attachment D)
- Macbride Provisions (Attachment E)

## **GENERAL INFORMATION TO PROPOSER**

**A. Complaints.** The New York City Comptroller is charged with the audit of contracts in New York City. Any proposer 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; [contract@comptroller.nyc.gov](mailto:contract@comptroller.nyc.gov), or at (212) 669-2323. In addition, the New York City Department of Investigation should be informed of such complaints at its Investigations Division, 80 Maiden Lane, New York, NY 10038; the telephone number is (212) 825-5959.

**B. Applicable Laws.** This Request for Proposals and the resulting contract award(s), if any, unless otherwise stated, are subject to all applicable provisions of New York State Law, the New York City Administrative Code, New York City Charter and New York City Procurement Policy Board (PPB) Rules. A copy of the PPB Rules may be obtained by contacting the PPB at (212) 788-0010 or at: <http://www.nyc.gov/html/mocs/ppb/html/home/home.shtml>.

**C. General Contract Provisions.** Contracts shall be subject to New York City's general contract provisions, in substantially the form that they appear in "Appendix A—General Provisions Governing Contracts for Consultants, Professional and Technical Services" or, if the Agency utilizes other than the formal Appendix A, in substantially the form that they appear in the Agency's general contract provisions. A copy of the applicable document is available through the Authorized Agency Contact Person.

**D. Contract Award.** Contract award is subject to each of the following applicable conditions and any others that may apply: New York City Fair Share Criteria; New York City MacBride Principles Law; submission by the proposer of the requisite New York City Department of Business Services/Division of Labor Services Employment Report and certification by that office; submission by the proposer of the requisite VENDEX Questionnaires/Affidavits of No Change and review of the information contained therein by the New York City Department of Investigation; all other required oversight approvals; applicable provisions of federal, state and local laws and executive orders requiring affirmative action and equal employment opportunity; and Section 6-108.1 of the New York City Administrative Code relating to the Local Based Enterprises program and its implementation rules.

**E. Proposer Appeal Rights.** Pursuant to New York City's Procurement Policy Board Rules, proposers have the right to appeal Agency non-responsiveness determinations and Agency non-responsibility determinations and to protest an Agency's determination regarding the solicitation or award of a contract.

**F. Multi-Year Contracts.** Multi-year contracts are subject to modification or cancellation if adequate funds are not appropriated to the Agency to support continuation of performance in any City fiscal year succeeding the first fiscal year and/or if the contractor's performance is not satisfactory. The Agency will notify the contractor as soon as is practicable that the funds are, or are not, available for the continuation of the multi-year contract for each succeeding City fiscal year. In the event of cancellation, the contractor will be reimbursed for those costs, if any, which are so provided for in the contract.

**G. Prompt Payment Policy.** Pursuant to the New York City's Procurement Policy Board Rules, it is the policy of the City to process contract payments efficiently and expeditiously.

**H. Prices Irrevocable.** Prices proposed by the proposer shall be irrevocable until contract award, unless the proposal is withdrawn. Proposals may only be withdrawn by submitting a written request to the Agency prior to contract award but after the expiration of 90 days after the opening of proposals. This shall not limit the discretion of the Agency to request proposers to revise proposed prices through the

submission of best and final offers and/or the conduct of negotiations.

**I. Confidential, Proprietary Information or Trade Secrets.** 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 of 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 proposal. All information not so identified may be disclosed by the City.

**J. RFP Postponement/Cancellation.** The Agency reserves the right to postpone or cancel this RFP, in whole or in part, and to reject all proposals.

Migdalia Veloz  
Agency Chief Contracting Officer

Date:  
June 2, 2022

## **ATTACHMENT A**

### **Line-Item Budget**

The line item includes a presentation of the proposer's total budget of \$20,000 for the contract term. The line-item budget should include the relevant categories, below and a short budget narrative.

- a. **Stipends** – list the breakdown of participant stipends (number of paid hours across number of young people, stipend rate per activity)
- b. **Temporary staff or overtime pay** – each staff person must be listed separately, with rate of pay.
- c. **Supplies** – list of supplies needed to fulfill the Scope of Services through the proposed contracting period.

**ATTACHMENT B**

**Doing Business Data Form**

To be completed by the City agency prior to distribution Agency \_\_\_\_\_ Transaction ID \_\_\_\_\_

**Check One**

**Transaction Type (check one)**

- Proposal  Award  Concession  Economic Development Agreement  Franchise  Grant  Pension Investment Contract  Contract

Any entity receiving, applying for or proposing on an award or agreement must complete a Doing Business Data Form (see Q&A sheet for more information). Please either type responses directly into this fillable form or print answers by hand in black ink, and be sure to fill out the certification box on the last page. **Submission of a complete and accurate form is required for a proposal to be considered responsive or for any entity to receive an award or enter into an agreement.**

This Data Form requires information to be provided on principal officers, owners and senior managers. The name, employer and title of each person identified on the Data Form will be included in a public database of people who do business with the City of New York, as will the organizations that own 10% or more of the entity. No other information reported on this form will be disclosed to the public. **This Data Form is not related to the City's PASSPort registration or VENDEX requirements.**

**Please return the completed Data Form to the City office that supplied it.** Please contact the Doing Business Accountability Project at [DoingBusiness@mocs.nyc.gov](mailto:DoingBusiness@mocs.nyc.gov) or 212-788-8104 with any questions regarding this Data Form. Thank you for your cooperation.

**Entity Information**

*If you are completing this form by hand, please print clearly.*

Entity EIN/TIN \_\_\_\_\_ Entity Name \_\_\_\_\_

**Filing Status**

**(Select One)**

**NEW:** Data Forms submitted now must include the listing of **organizations**, as well as individuals, with 10% or more ownership of the entity. Until such certification of ownership is submitted through a change, new or update form, a no change form will not be accepted.

- Entity has never completed a Doing Business Data Form. Fill out the entire form.  
 Change from previous Data Form dated \_\_\_\_\_. Fill out only those sections that have changed, and indicate the name of the persons who no longer hold positions with the entity.  
 No Change from previous Data Form dated \_\_\_\_\_. Skip to the bottom of the last page.

**Entity is a Non-Profit**  Yes  No

**Entity Type**  Corporation (any type)  Joint Venture  LLC  Partnership (any type)  Sole Proprietor  Other (specify) \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ E-mail \_\_\_\_\_

*Provide your e-mail address in order to receive notices regarding this form by e-mail.*

**Principal Officers**

Please fill in the required identification information for each officer listed below. If the entity has no such officer or its equivalent, please check "This position does not exist." If the entity is filing a Change Form and the person listed is replacing someone who was previously disclosed, please check "This person replaced..." and fill in the name of the person being replaced so his/her name can be removed from the *Doing Business Database*, and indicate the date that the change became effective.

**Chief Executive Officer (CEO) or equivalent officer**

This position does not exist

*The highest ranking officer or manager, such as the President, Executive Director, Sole Proprietor or Chairperson of the Board.*

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

This person replaced former CEO \_\_\_\_\_ on date \_\_\_\_\_

**Chief Financial Officer (CFO) or equivalent officer**

This position does not exist

*The highest ranking financial officer, such as the Treasurer, Comptroller, Financial Director or VP for Finance.*

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

This person replaced former CFO \_\_\_\_\_ on date \_\_\_\_\_

**Chief Operating Officer (COO) or equivalent officer**

This position does not exist

*The highest ranking operational officer, such as the Chief Planning Officer, Director of Operations or VP for Operations.*

First Name \_\_\_\_\_ MI \_\_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

This person replaced former COO \_\_\_\_\_ on date \_\_\_\_\_

**Principal Owners**

Please fill in the required identification information for all individuals or organizations that, through stock shares, partnership agreements or other means, **own or control 10% or more of the entity**. If no individual or organization owners exist, please check the appropriate box to indicate why and skip to the **Senior Managers** section. If the entity is owned by other companies that control 10% or more of the entity, those companies must be listed. If an owner was identified on the previous page, fill in his/her name and write "See above." If the entity is filing a Change Form, list any individuals or organizations that are no longer owners at the bottom of this section. If more space is needed, attach additional pages labeled "Additional Owners."

**There are no owners listed because (select one):**

- The entity is not-for-profit
- The entity is an individual
- No individual or organization owns 10% or more of the entity

Other (explain) \_\_\_\_\_

**Individual Owners (who own or control 10% or more of the entity)**

First Name \_\_\_\_\_ MI \_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

First Name \_\_\_\_\_ MI \_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

**Organization Owners (that own or control 10% or more of the entity)**

Organization Name \_\_\_\_\_

Organization Name \_\_\_\_\_

Organization Name \_\_\_\_\_

**Remove the following previously-reported Principal Owners**

Name \_\_\_\_\_ Removal Date \_\_\_\_\_

Name \_\_\_\_\_ Removal Date \_\_\_\_\_

Name \_\_\_\_\_ Removal Date \_\_\_\_\_

**Senior Managers**

Please fill in the required identification information for all senior managers who oversee any of the entity's relevant transactions with the City (e.g., contract managers if this form is for a contract award/proposal, grant managers if for a grant, etc.). Senior managers include anyone who, either by title or duties, has substantial discretion and high-level oversight regarding the solicitation, letting or administration of any transaction with the City. At least one senior manager must be listed, or the Data Form will be considered incomplete. If a senior manager has been identified on a previous page, fill in his/her name and write "See above." If the entity is filing a Change Form, list individuals who are no longer senior managers at the bottom of this section. If more space is needed, attach additional pages labeled "Additional Senior Managers."

**Senior Managers**

First Name \_\_\_\_\_ MI \_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

First Name \_\_\_\_\_ MI \_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

First Name \_\_\_\_\_ MI \_\_\_\_ Last \_\_\_\_\_ Birth Date (mm/dd/yy) \_\_\_\_\_

Office Title \_\_\_\_\_ Employer (if not employed by entity) \_\_\_\_\_

Home Address \_\_\_\_\_

**Remove the following previously-reported Senior Managers**

Name \_\_\_\_\_ removal date \_\_\_\_\_

Name \_\_\_\_\_ removal date \_\_\_\_\_

**Certification**

I certify that the information submitted on these two pages and \_\_\_\_\_ additional pages is accurate and complete. I understand that willful or fraudulent submission of a materially false statement may result in the entity being found non-responsible and therefore denied future City awards.

Name \_\_\_\_\_ Title \_\_\_\_\_

Entity Name \_\_\_\_\_ Work Phone # \_\_\_\_\_

Signature \_\_\_\_\_ Date \_\_\_\_\_

**ATTACHMENT C**

**Affirmation**

The undersigned proposer or bidder affirms and declares that said proposer or bidder is not in arrears to the City of New York upon debt, contract or taxes and is not a defaulter, as surety or otherwise, upon obligation to the City of New York, and has not been declared not responsible, or disqualified, by any agency of the City of New York, nor is there any proceeding pending relating to the responsibility or qualification of the proposer or bidder to receive public contract except \_\_\_\_\_.

Full name of Proposer or Bidder [*below*]

\_\_\_\_\_

—  
Address \_\_\_\_\_

—  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Code \_\_\_\_\_

**CHECK ONE BOX AND INCLUDE APPROPRIATE NUMBER:**

- A -  Individual or Sole Proprietorships  
SOCIAL SECURITY NUMBER \_\_\_\_\_
  
- B -  Partnership, Joint Venture or other unincorporated organization  
EMPLOYER IDENTIFICATION NUMBER \_\_\_\_\_
  
- C -  Corporation  
EMPLOYER IDENTIFICATION NUMBER \_\_\_\_\_

By \_\_\_\_\_  
Signature

\_\_\_\_\_

Title

If a corporation place seal here

Must be signed by an officer or duly authorized representative.

- \* Under the Federal Privacy Act, the furnishing of Social Security numbers by bidders or proposers on City contracts is voluntary. Failure to provide a Social Security number will not result in a bidder's/proposer's disqualification. Social Security numbers will be used to identify bidders, proposers, or vendors to ensure their compliance with laws, to assist the City in enforcement of laws, as well as to provide the City a means of identifying businesses seeking City contracts.

**ATTACHMENT D**  
**IRAN DIVESTMENT ACT COMPLIANCE RIDER FOR NEW YORK**  
**CITY CONTRACTORS**

The Iran Divestment Act of 2012, effective as of April 12, 2012, is codified at State Finance Law (“SFL”) §165-a and General Municipal Law (“GML”) §103-g. The Iran Divestment Act, with certain exceptions, prohibits municipalities, including the City, from entering into contracts with persons engaged in investment activities in the energy sector of Iran. Pursuant to the terms set forth in SFL §165-a and GML §103-g, a person engages in investment activities in the energy sector of Iran if:

(a) the person provides goods or services of twenty million dollars or more in the energy sector of Iran, including a person that provides oil or liquefied natural gas tankers, or products used to construct or maintain pipelines used to transport oil or liquefied natural gas, for the energy sector of Iran; or

(b) The person is a financial institution that extends twenty million dollars or more in credit to another person, for forty-five days or more, if that person will use the credit to provide goods or services in the energy sector in Iran and is identified on a list created pursuant to paragraph (b) of subdivision three of Section 165-a of the State Finance Law and maintained by the Commissioner of the Office of General Services.

A bid or proposal shall not be considered for award nor shall any award be made where the bidder or proposer fails to submit a signed and verified bidder’s certification.

Each bidder or proposer must certify that it is not on the list of entities engaged in investment activities in Iran created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law. In any case where the bidder or proposer cannot certify that they are not on such list, the bidder or proposer shall so state and shall furnish with the bid or proposal a signed statement which sets forth in detail the reasons why such statement cannot be made. The City of New York may award a bid to a bidder who cannot make the certification on a case by case basis if:

(1) The investment activities in Iran were made before the effective date of this section (i.e., April 12, 2012), the investment activities in Iran have not been expanded or renewed after the effective date of this section and the person has adopted, publicized and is implementing a formal plan to cease the investment activities in Iran and to refrain from engaging in any new investments in Iran: or

(2) The City makes a determination that the goods or services are necessary for the City to perform its functions and that, absent such an exemption, the City would be unable to obtain the goods or services for which the contract is offered. Such determination shall be made in writing and shall be a public document.

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**BIDDER'S CERTIFICATION OF COMPLIANCE WITH  
IRAN DIVESTMENT ACT**

Pursuant to General Municipal Law §103-g, which generally prohibits the City from entering into contracts with persons engaged in investment activities in the energy sector of Iran, the bidder/proposer submits the following certification:

*[Please Check One]*

**BIDDER'S CERTIFICATION**

- By submission of this bid or proposal, each bidder/proposer and each person signing on behalf of any bidder/proposer certifies, and in the case of a joint bid each party thereto certifies as to its own organization, under penalty of perjury, that to the best of its knowledge and belief, that each bidder/proposer is not on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law.
  
- I am unable to certify that my name and the name of the bidder/proposer does not appear on the list created pursuant to paragraph (b) of subdivision 3 of Section 165-a of the State Finance Law. I have attached a signed statement setting forth in detail why I cannot so certify.

Dated: \_\_\_\_\_, 20\_\_

\_\_\_\_\_

SIGNATURE

\_\_\_\_\_

PRINTED NAME

\_\_\_\_\_

TITLE

Sworn to before me this

\_\_\_\_ day of \_\_\_\_, 20\_\_

\_\_\_\_\_  
Notary Public



## ATTACHMENT E

### **MACBRIDE PRINCIPLES PROVISIONS FOR NEW YORK CITY CONTRACTORS RIDER**

#### ARTICLE I: NOTICE TO ALL PROSPECTIVE CONTRACTORS

Local Law No. 34 of 1991 became effective on September 10, 1991 and added section 6-115.1 to the Administrative Code of the City of New York. The local law provides for certain restrictions on City contracts to express the opposition of the people of the City of New York to employment discrimination practices in Northern Ireland and to encourage companies doing business in Northern Ireland to promote freedom of workplace opportunity.

Pursuant to Section 6-115.1, prospective contractors for contracts to provide goods or services involving an expenditure of an amount greater than ten thousand dollars, or for construction involving an amount greater than fifteen thousand dollars, are asked to sign a rider in which they covenant and represent, as a material condition of their contract, that any business in Northern Ireland operations conducted by the contractor and any individual or legal entity in which the contractor holds a ten percent or greater ownership interest and any individual or legal entity that holds a ten percent or greater ownership interest in the contractor will be conducted in accordance with the MacBride Principles of nondiscrimination in employment.

Prospective contractors are not required to agree to these conditions. However, in the case of contracts let by competitive sealed bidding, whenever the lowest responsible bidder has not agreed to stipulate to the conditions set forth in this notice and another bidder who has agreed to stipulate to such conditions has submitted a bid within five percent of the lowest responsible bid for a contract to supply goods, services or construction of comparable quality, the contracting entity shall refer such bids to the Mayor, the Speaker or other officials, as appropriate, who may determine, in accordance with applicable law and rules, that it is in the best interest of the city that the contract be awarded to other than the lowest responsible bidder pursuant to Section 31 3(b)(2) of the City Charter.

In the case of contracts let by other than competitive sealed bidding, if a prospective contractor does not agree to these conditions, no agency, elected official or the Council shall award the contract to that bidder unless the entity seeking to use the goods, services or construction certifies in writing that the contract is necessary for the entity to perform its functions and there is no other responsible contractor who will supply goods, services or construction of comparable quality at a comparable price.

#### **PART A**

In accordance with section 6-115.1 of the Administrative Code of the City of New York, the Contractor stipulates that such contractor and any individual or legal entity in which the Contractor holds a ten percent or greater ownership interest and any individual or legal entity that holds a ten percent or greater ownership interest in the Contractor either (a) have no business operations in Northern Ireland, or (b) shall take lawful steps in good faith to conduct any business operations they have in Northern Ireland in accordance with the MacBride Principles, and shall permit independent monitoring of their compliance with such principles.

#### **PART B**

For purposes of this section, the following terms shall have the following meanings:

1. "MacBride Principles" shall mean those principles relating to nondiscrimination in employment and freedom of workplace opportunity which require employers doing business in Northern Ireland to:

(1) increase the representation of individuals from underrepresented religious groups in the work force, including managerial, supervisory, administrative, clerical and technical jobs;

- (2) take steps to promote adequate security for the protection of employees from underrepresented religious groups both at the workplace and while traveling to and from work;
- (3) ban provocative religious or political emblems from the workplace;
- (4) publicly advertise all job openings and make special recruitment efforts to attract applicants from underrepresented religious groups;
- (5) establish layoff, recall and termination procedures which do not in practice favor a particular religious group;
- (6) abolish all job reservations, apprenticeship restrictions and different employment criteria which discriminate on the basis of religion;
- (7) develop training programs that will prepare substantial numbers of current employees from underrepresented religious groups for skilled jobs, including the expansion of existing programs and the creation of new programs to train, upgrade and improve the skills of workers from underrepresented religious groups;
- (8) establish procedures to assess, identify and actively recruit employees from underrepresented religious groups with potential for further advancement; and
- (9) appoint a senior management staff member to oversee affirmative action efforts and develop a timetable to ensure their full implementation.

ARTICLE II: ENFORCEMENT OF ARTICLE I

The Contractor agrees that the covenants and representations in Article I above are material conditions to this Agreement. In the event the contracting entity receives information that the Contractor who made the stipulation required by this section is in violation thereof, the contracting entity shall review such information and give the Contractor an opportunity to respond. If the contracting entity finds that a violation has occurred, the entity shall have the right to declare the Contractor in default and/or terminate this Agreement for cause and procure the supplies, services or work from another source in any manner the entity deems proper. In the event of such termination, the Contractor shall pay to the entity, or the entity in its sole discretion may withhold from any amounts otherwise payable to the Contractor, the difference between the contract price for the uncompleted portion of this Agreement and the cost to the contracting entity of completing performance of this Agreement either itself or by engaging another contractor or contractors. In the case of a requirements contract, the contractor shall be liable for such difference in price for the entire amount of supplies required by the contracting entity for the uncompleted term of its contract. In the case of a construction contract, the contracting entity shall also have the right to hold the contractor in partial or total default in accordance with the default provisions of this Agreement, and/or may seek debarment or suspension of the contractor. The rights and remedies of the entity hereunder shall be in addition to, and not in lieu of, any rights and remedies the entity has pursuant to this Agreement or by operation of law.

Dated:            \_\_\_\_, New York  
                       \_\_\_\_, 20

\_\_\_\_\_  
 SIGNATURE

\_\_\_\_\_  
 PRINTED NAME

\_\_\_\_\_  
 TITLE

Sworn to before me this  
 \_\_ day of \_\_, 20

\_\_\_\_\_  
Notary Public

Dated: