

CONCESSION AGREEMENT PRE-SOLICITATION REVIEW MEMORANDUM COVER SHEET
(Complete and attach a CPSR Memorandum only if the selection procedure will be other than Competitive Sealed Bids)

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| AGENCY: New York City Department of Citywide Administrative Services, Real Estate Services (DCAS/RES) | CONCESSION TITLE/DESCRIPTION: Sole Source Occupancy Permit with Emmons Avenue Marina, LLC for dry boat storage, docking of no more than 8 jet skis, and business accessory parking |
| # VOTES required for proposed action = 4 <input type="checkbox"/> N/A | CONCESSION IDENTIFICATION # TBD |

SELECTION PROCEDURE
 (* City Chief Procurement Officer approval of CPSR required)

☐ Competitive Sealed Bids (CSB) (CSP)*
 ☐ Competitive Sealed Proposals

☒ Different Procedure * (☒ Sole Source Agreement ☐ Other _____)

☐ Negotiated Concession*

Recommended Concessionaire: Emmons Avenue Marina, LLC
 ☒ EIN ☐ SSN # 26-3845790

Attach Memo(s) *

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| <p align="center">CONCESSION AGREEMENT TERM</p> <p>Initial Term: From 04/01/18 To 03/31/19</p> <p>Renewal Option(s) Term: Two (2) one-year renewal options, exercisable at the City's sole discretion From 04/01/19 To 03/31/20 From 04/01/20 To 03/31/21</p> <p>Total Potential Term: 3 Years</p> | <p align="center">ESTIMATED REVENUE/ANTICIPATED BUSINESS TERMS (Check all that apply)</p> <p align="center">(<input type="checkbox"/> Additional description attached)</p> <p><input type="checkbox"/> Annual Minimum Fee(s) \$ _____</p> <p><input type="checkbox"/> % Gross Receipts _____%</p> <p><input type="checkbox"/> The Greater of Annual Minimum Fee(s) of \$_____ v. _____% of Gross Receipts</p> <p><input checked="" type="checkbox"/> Other formula To be negotiated</p> |
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| <p>LOCATION OF CONCESSION SITE(S)* <input type="checkbox"/> N/A</p> <p>Address Approximately 52,940 square feet of uplands and 1,135 square feet of lands under water</p> <p>Borough Brooklyn C.B. 15</p> <p>Block # 8844 Lot # 50</p> <p>*Attach additional sheet</p> | |
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CONCESSION TYPE (Check all that apply)

> Significant Concession:

☐ NO
☒ YES **Basis:**
☐ Total potential term =>10 years ☒ Projected annual income/value to City >\$100,000 ☐ Major
 Concession

> Major Concession:

☒ NO
☐ YES - Award will be subject to review and approval pursuant to Sections 197-c and 197-d of NYC Charter.

NOTIFICATION REQUIREMENTS

Subject concession will be awarded by CSB or CSP. ☐ YES ☒ NO

If YES, check the applicable box(es) below:

☐ The subject concession is a Significant Concession and the Agency has/will complete its consultations with
 each affected CB/BP regarding the scope of the solicitation at least 30 days prior to its issuance.

☐ The subject concession is a Significant Concession and the Agency provided notification of such
 determination to each affected CB/BP by inclusion of this concession in the Agency's Plan pursuant to §1-10
 of the Concession Rules.

☐ The subject concession has been determined not to be a Major Concession and the Agency has sent/will
 send written notification of such determination to each affected CB/BP at least 40 days prior to issuance of
 the solicitation.

☐ The subject concession has been determined not to be a Major Concession and the Agency provided
 notification of such determination to each affected CB/BP by inclusion of this concession in the Agency's Plan
 pursuant to §1-10 of the Concession Rules.

If NO, check the applicable box below:

- ☒ The Agency certifies that each affected CB/BP has received/will receive written notice at least 40 days in advance of the FCRC meeting at which the agency will seek approval to use a different selection procedure.
- ☐ The Agency certifies that based on exigent circumstances it has requested/will request unanimous approval of the FCRC to waive advance written notice to each affected CB/BP.
- ☐ The Agency certifies that each affected CB/BP will receive written notice that the concession was determined to be non-major along with a summary of the terms and conditions of the proposed concession upon publication of a Notice of Intent to Enter into Negotiations. The agency further certifies that it will send a copy of this notice to the members of the Committee within five days of the notice to each affected CB/BP.

AUTHORIZED AGENCY STAFF

This is to certify that the information presented herein is accurate.

Name

Title

Signature _____

Date __/__/__

CITY CHIEF PROCUREMENT OFFICER

This is to certify that the agency's plan presented herein will comply with the prescribed procedural requisites for the award of the subject concession.

Signature _____

Date __/__/__

City Chief Procurement Officer