

# OFFICE OF THE MAYOR

Executive Order No. 16  
August 31, 1990

## Office of Contracts

By the power vested in me as Mayor of the City of New York, it is hereby ordered:

**Section 1. Office Continued.** The Office of Contracts (the "Office"), established by Executive Order No. 114, dated April 13, 1988, is hereby continued. The Office shall be headed by a Director who shall report to the First Deputy Mayor.

**§2. Director of the Office.** The Director shall have the following powers and duties:

a. The Director is appointed the City Chief Procurement Officer ("CCPO") for the purposes of the rules and recommendations of the Procurement Policy Board ("PPB"). Whenever such title or similar title describing an officer performing functions similar to those of a CCPO is used in any other provision of law, rule or regulation, such title or description shall be deemed to refer to the Director. The Director may delegate his or her functions as CCPO to the Director of the Office of Construction in connection with construction-related matters.

b. The Director is authorized to:

(i) perform all reviews, make all determinations and give all approvals and certifications to be performed, made or given by the Mayor pursuant to Chapter 13 of the Charter, except for any approvals to be performed pursuant to §327(b) thereof;

(ii) perform all reviews, make all determinations and give all approvals and certifications to be performed, made or given by the Mayor pursuant to the rules of the PPB;

(iii) perform such other functions of the Mayor relating to contracting or procurement as may be delegable by the Mayor;

(iv) perform all reviews, make all determinations and give all approvals and certifications relating to franchises and revocable consents, as may be delegable by the Mayor;

(v) execute all authorizations, approvals and certifications to be made or given by the Mayor pursuant to sections 394, 704, 1602 and 1802 of the Charter with regard to acquisitions and dispositions of real property;

(vi) perform any function, power or duty of the Mayor relating to the execution of deeds and satisfactions.

**§3. Functions of the Office: Contracting and Procurement.** The Office of Contracts shall perform the following functions relating to contracting and procurement:

a. Establish procedures implementing the rules adopted by the PPB, and assist the PPB in carrying out its Charter duties and responsibilities;

b. Review departmental and specialized contract guidelines and procedures for conformance with citywide guidelines and regulations;

VINES  
WALKER  
WIGGINS  
WILEY  
WILLIAMS

NAME

GEORGE

NAME

ASFAM  
MEDINA  
MERCADO  
VAZQUEZ  
VAZQUEZ

NAME

ANDRLE  
ANDRLE  
ARBELO  
BASS  
BAUCCIO  
BERMAN  
BERGMAN  
BRASWELL  
BRATER  
BUSHWELL  
CAPELLAN  
CECILIO  
CONNO  
COLUMBO  
DALY  
DANTELS  
DARRAO  
FELL  
FRIEDMAN  
GOTTLIES  
HANSEN  
HOWARD  
KEANE  
KNIGHT  
KOEN  
KUBIATOVIC  
KUPERMAN  
LIFF  
MARCHITELL  
MARK  
MARSHALL  
MARTZ  
MC LAUGHLI  
MEYER  
NOLAN  
PHILLIPS  
POTTER  
RANDAZZO  
REINBEAU  
RICHNERGER  
RUGGIERO  
SCALA  
SCINONE  
SIEGAL  
SIEGEL  
SILETTA  
SLODNIK  
SPRUCK  
TAPTA  
WHELAN  
WIDDIN  
WURZEL

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