



## East New York Industrial Business Zone Sites RFP

Project # 10281

Q&A #2

Updated on April 3, 2025

### QUESTIONS AND ANSWERS<sup>1</sup>

The following are responses to specific and general questions about the Williams Avenue Site referenced in the East New York Industrial Business Zone Sites RFP (the “RFP”). Please note that some questions have been edited and/or paraphrased for clarity and/or to anonymize them.

#### RFP

1. **Q: What are the boundaries of the lot?**

**A:** The Williams Avenue Site, located at 116 Williams Avenue, is a group of adjoining parcels with a combined lot area of approximately 69,000 square feet. The Site is part of Brooklyn Tax Block 3699 and consists of lots 1, 9, 10, 12-20, 31, 33, 34, and 116.

2. **Q: Will the site be delivered vacant or are the tenants staying in the building?**

**A:** The building has been operating as a Department of Homeless Services (“DHS”) women’s shelter and HVAC Mechanical Shop, which are scheduled to be relocated at the end of 2025, so the building can be delivered vacant.

3. **Q: For the RFP, will both parking lots be available?**

**A:** Yes, both parking lots and their respective tax lots are included in the Site. There is one parking lot that wraps around the building on the north and west side of the Site and another parking lot on the south side of the Site.

#### HELP Women’s Center

4. **Q: How long has this been a shelter?**

**A:** The Site has been operating as a DHS shelter for the HELP Women’s Center since 1981.

5. **Q: Has this always been a shelter?**

**A:** No, the Williams Avenue Site was not always a shelter. The building was originally a public school.

6. **Q: How many people does the shelter accommodate?**

**A:** According to building operations staff, the typical headcount is ~229 women. However, this number can change from day to day.

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<sup>1</sup> All capitalized terms used in this Frequently Asked Questions shall have the same meaning as such terms in the RFP.

7. **Q: Will the shelter be relocated?**

**A:** Yes, the shelter is scheduled to be relocated to another location nearby by the end of 2025, subject to the completion of their new facility.

8. **Q: Is DHS maintenance staff in the building 24/7?**

**A:** According to DHS staff at the Williams Avenue Site, maintenance staff is not in the building 24/7. There is a day shift and a night shift, as DHS manages many buildings throughout the city. DHS maintenance staff will not be onsite once the shelter relocates.

### **HVAC Mechanical Shop**

9. **Q: How many people are on staff?**

**A:** According to building operations staff, there are about twelve people on staff, but they service several locations throughout the city. There is typically a minimum of two people on staff at one time.

10. **Q: Will the shipping containers on the southern parking lot be removed upon closing?**

**A:** Yes, the shipping containers are expected to be relocated upon closing. HVAC Mechanical Shop utilizes the containers for storage and anticipates bringing them to its next location.

11. **Q: Will the engineers working in the building stay?**

**A:** No, the engineers that are currently staffed in the building will not stay, as HVAC Mechanical shop is relocating.

### **Building - General**

12. **Q: Has the building been de-lettered?**

**A:** NYCEDC is not aware of the building being de-lettered. Respondents are expected to do their own due diligence.

13. **Q: What was the school number?**

**A:** The Williams Avenue Site was formerly P.S. 63.

14. **Q: When was this building constructed?**

**A:** The building was constructed in 1925.

15. **Q: Does the building have elevators, and is the building ADA-compliant?**

**A:** No, the building is not ADA-compliant.

16. **Q: Is the building listed on the National Register of Historic Places?**

**A:** No, the building is not currently listed on the National Register of Historic Places. Respondents can conduct their own due diligence regarding the building's eligibility. For more information, please visit: [National Register - NYS Parks, Recreation & Historic Preservation](#).

## **Building – Exterior**

**17. Q: Is there a loading dock?**

**A:** No, the building does not have a loading dock.

**18. Q: What happens on the rooftop?**

**A:** To NYCEDC's knowledge, no activities outside of roof maintenance occur on the roof.

**19. Q: Is there a difference in use between small and large parking lot?**

**A:** According to building operations staff, the small parking lot on the south side of the Site is for HVAC Mechanical Shop parking and equipment storage. The second parking lot on the north and west side of the Site is used by DHS staff.

**20. Q: How old is the roof? When was the roof last maintained?**

**A:** According to 2025 Building Assessment Report in the Site File, the existing conventional roofing system is understood to have been replaced in the late 1990s. The roof is regularly maintained because it is a City-owned building.

## **Building – Interior**

**21. Q: How many floors does the building have?**

**A:** There are four stories above grade and one story below grade.

**22. Q: Is the basement the lowest level of the building?**

**A:** Yes, the basement is the lowest floor and grade of the building.

**23. Q: Is the height of each floor the same?**

**A:** As reflected in the 2002 Exterior Masonry Restoration & Window Replacement Plan in the Site File, each floor above grade has a height of 15 feet. The basement in the central portion of the building is also approximately 15 feet in height, while the north and south wings have only crawlspace-height sections. According to DHS staff, however, there are standard variations in elevation.

**24. Q: How many rooms are there, and how many dorm rooms are there?**

**A:** According to building operations staff, the building consists of a total of 47 rooms, including: 26 client dorm rooms providing residential accommodations and 21 additional rooms designated for offices, recreational spaces, and art rooms.

**25. Q: How many bathrooms are in the building?**

**A:** According to DHS operations staff, the Williams Avenue Site has a total of 16 bathrooms distributed across all floors: the basement has one bathroom; the first, second, and third floors each have four bathrooms; and the fourth floor has three. Additional facilities include: two laundry rooms (located on the first and third floors) and four slop sink rooms (one on each floor except the basement).

**26. Q: What is the stacking of the bathrooms?**

**A:** Most of the bathrooms are located along the plumbing stacks throughout each floor; however, some floors separate into different uses like laundry or sinks.

**27. Q: What are the offices used for?**

**A:** DHS staff confirmed that the current office space in the Williams Avenue Site has a variety of uses, including offices, recreational spaces, and art rooms. All office spaces are utilized by shelter and DHS for internal purposes.

**28. Q: Is there a floor plan of the doors?**

**A:** Please refer to the Site File for the available floor plans. NYCEDC does not have additional drawings specific to the doors.

**Building - Systems**

**29. How old are the boilers?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, the building's heating system is serviced by two 6300 MBH gas-fired steam boilers. The boilers' nameplates indicate that they were installed in 1990.

**30. Q: How many boilers are in the building?**

**A:** According to building operations staff, there are two boilers and a storage tank in the building.

**31. Q: What does the storage tank hold?**

**A:** DHS operations staff confirmed that the storage tank holds domestic hot water.

**32. Q: How often are the boilers maintained?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, a boiler blow-down is performed twice a day. Additionally, the boilers are more thoroughly maintained on a regular basis. DHS inspects its boilers every season to ensure everything is running smoothly. They are treated with chemicals to reduce rust, as freshwater can damage the boilers.

**33. Where are the electrical panels?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, there is an Electrical Service room in the basement where the main panel is located. The main panel serves other panels within the Electrical Service room. Additionally, electrical panels original to the building are on the basement level and 1<sup>st</sup> through 4<sup>th</sup> floors.

**34. Q: Where is the sprinkler system? Is it a combined system?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, the building is fully sprinklered on all floors. The two 6-inch water services enter the building from Williams Avenue and Hinsdale Street. Both services are cross connected in the basement to a fire pump which is connected to a jock connecting to the sprinkler risers that service all floors through control assemblies. Fire department connections are provided from two streets, Williams Avenue and Hinsdale Street. Fresh water is provided separately.

**35. Where is the separate water system?**

**A:** The separate water system is located in the basement. According to the Building Assessment Report dated January 27, 2025 in the Site File, a 3-inch metered domestic water service enters the building from a William Street water main. The water service connects to a duplex water booster system that pressurizes water main and risers serving plumbing fixtures, kitchen equipment and laundry washers.

**36. Where is the stormwater test done?**

**A:** According to building operations staff, the stormwater test is conducted every five years on the street.

**37. Q: Where does wastewater go?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, all plumbing fixtures waste, kitchen equipment waste and laundry equipment waste are collected through the vertical stacks which collect at the cellar and exit the building towards Williams Avenue through a house trap to a street combined sewer. Roof drains are collected through vertical leaders which collect at the cellar ceiling and exit the building to a combine street sewer. All clear water floor drains below the invert of the sewer leaving the building flow to a simplex sump pump system.

**38. Q: Were there sewage issues?**

**A:** According to DHS operations staff, the Williams Avenue Site has experienced sewage clogging issues which were fixed within the last 6 months. There have been no issues since.

**39. Q: Is the building heated by hot water or radiators?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, the building is heated by a gas-fired steam boiler system with two pipes, which provides heating throughout the building via local steam radiators and by hot supplemental air.

**40. Q: Where does the fresh air come into the building from?**

**A:** According to the 2025 Building Assessment Report in the Site File, a single zone Heating and Ventilation (HV) unit, located in the basement, provides ventilation throughout the building. There is a supply fan, which draws outdoor air from a louver on the roof and discharges conditioned air into shafts on the floors above.

**41. Q: Where is the fire panel?**

**A:** Building operations staff confirmed that the fire panel is located just inside of the front entrance of the building to the right.

**42. Q: Which company supplies electricity to the building?**

**A:** Con Edison supplies electricity to the building.

**43. Q: Is there any sub-metering?**

**A:** According to building operations staff, there is no sub-metering. There is only one metering system for the whole building.

**44. Q: Was going electric ever a thought?**

**A:** NYCEDC is not aware of any current plans to transition to electric for the building's current use and operations. NYCEDC encourages Respondents to incorporate sustainability in their Proposals.

**45. What is the electrical load in the building? What is the building rated?**

**A:** According to the Building Assessment Report dated January 27, 2025 in the Site File, the main Electrical service is 1200-amperes and original to the building. The existing main service panel serves all electrical loads to the building. When the DHS team checked on March 11, 2025, the electrical load was 422-amperes per phase. Please note the electrical load to the building may differ by project and

can vary at any time. DHS building staff advised that the building is rated for 3-phase, 208 volts, with a capacity of 1200 amperes.

**46. Q: Where is the hatch?**

**A:** According to DHS staff, the hatch is located outside in the parking lot. It provides access to the basement boiler room, allowing equipment to be moved in and out.

**47. Q: When was the forced hot air added?**

**A:** According to DHS staff, the date on the equipment is 1999.

**48. Q: Does the system use oil?**

**A:** The building is operated using gas. According to the Building Assessment Report dated January 27, 2025 in the Site File, a 6-inch gas service enters the building's basement from William Street. The main gas services the boilers, water heaters and kitchen equipment.

**49. Q: Which company supplies gas to the building?**

**A:** According to building operations staff, the supplier of gas for the Williams Avenue Site is National Grid.

**50. Q: Will the equipment in the basement stay?**

**A:** Building operations staff confirmed that the heating, ventilation, and hot water equipment will remain when the Williams Avenue Site changes ownership.

**51. Q: Are any of these back-up systems?**

**A:** According to DHS building operations staff, there are not any dedicated back-up systems. The building operates on a lead and lag system, where both units run simultaneously. Additionally, there is an emergency generator that provides backup power for lighting, heating, and essential systems.

**52. Q: How is the HVAC in the building?**

**A:** According to the 2025 Building Assessment Report in the Site File, the HVAC system and components show signs of aging but have been well-maintained and remain operational. The HVAC system was originally installed over 30 years ago and will require an upgrade to meet the latest NYC Building Code and Energy Conservation Code.

**53. Q: Will window units and fans stay after DHS relocates?**

**A:** DHS has advised that it anticipates that the window units and fans will remain in the building after DHS relocates.

**54. Q: Does the generator come with the building?**

**A:** According to DHS operations staff, the generator is anticipated to remain in the building upon closing.

**55. Q: Do the communication systems within the building get used?**

**A:** DHS operations staff confirmed that the communication systems (e.g. the intercom) occasionally get used for announcements.

**56. Q: Are the lights in the caged roof area in working condition?**

**A:** According to building staff at the Williams Avenue Site, the lights in the caged roof area are not

functioning. They are missing covers and have a hanging conduit.

57. **Q: Are the electrical boxes in the caged roof area up to code?**

**A:** According to building operations staff, the electrical boxes in the caged roof area are not up to code.