

# 2025 NYC SUMMER INTERNSHIP PROGRAM

## PARKS & RECREATION-006

**Contact:** Leslie Nusblatt  
**Phone:** (212) 360-8212  
**Fax:** (212) 360-8263  
**Email:** Leslie.Nusblatt@parks.nyc.gov

### AGENCY DESCRIPTION

The New York City Department of Parks & Recreation manages 14 percent of the land in New York City with facilities ranging from playgrounds and large parks, to tranquil wooded areas and more than 14 miles of beaches. Parks serve as New Yorkers' backyards, as vital meeting areas for outdoor play and recreation – but also as an important tool in mitigating the effects of climate change, critical engines for economic growth and development.

NYC Parks' mission is to grow, maintain, and program a world-class park system prioritizing equity, access, safety, and nature.

Highlights of Parks' work over the last year include:

- Launching the Vital Parks for All plan, an initial investment of over \$3.2 billion across ten strategic initiatives to expand greenspace access, promote public safety, and engage New Yorkers in the stewardship of their local parks. Vital Parks for All delivers a plan to restore aging park facilities, bring new park resources where they are needed most, and empower New Yorkers with the data they need to advocate for their public greenspaces. This included the creation of the Vital Parks Explorer, a digital map that provides New Yorkers with data on park conditions to help them advocate for strategic investments and show how their parks compare to other communities across NYC.

- Joining Mayor Adams to launch “Let’s Swim NYC,” a more than \$1 billion capital investment in building, improving, and protecting New York City’s public pools over the course of five years. This funding marks the city’s highest investment in swimming infrastructure since the 1970s and includes two brand-new pools.

- Keeping New Yorkers healthy in the face of extreme heat by planting nearly 18,000 new trees, our highest tree planting total in the past six fiscal years — with a special focus on neighborhoods impacted by high heat vulnerability.

- Deploying additional “second shift” maintenance services to approximately 100 hot spots throughout the five boroughs, giving extra cleaning attention to the sites that most needed it. We also unveiled special trash receptacles designed specifically for pizza boxes, giving New Yorkers a place to dispose of their bulky boxes while limiting the food available to rodents.

- Helping visitors enjoy our greenspaces more comfortably by installing new baby changing tables in over 1,200 restrooms citywide, while also launching an ambitious initiative to build 46 new restrooms and renovate 36 existing restrooms throughout the five boroughs.

The work of our staff goes far beyond the maintenance of New York City’s nearly 30,000 acres and more than 2.5 million trees. Parks is the City’s leading programmer of cultural, athletic, and social activities, including nature walks, volunteer programs, sports clinics, historic house tours, and much more. In addition, Parks produces special events, concerts and movie premieres, and manages agreements with more than 300 businesses that operate on public parkland.

### UNIT DESCRIPTION

The Vendor Integrity & Diversity Unit at the Capital Projects Division of NYC Parks manages all capital procurement-related vendor reviews, Agency determinations, and contract compliance analyses. Our team does vetting of potential vendors and subvendors for financial capacity, business integrity, licensing, certification, and qualification according to program needs and governing rules and policies, including Local Law 1 (M/WBE), Labor Law §220 Prevailing Wage Compliance, Apprenticeship Program requirements, Wicks Law, Project Labor Agreements and Community Hiring.

We also evaluate vendor performance and compliance with contractual requirements, correspond with poor performing firms and coordinate to improve performance, as well as Liaise with oversight agencies including the Office of the Comptroller, the Mayor’s Offices of Contract Services and MWBE, the Department of Small Business Services and the Department of Investigation.

### POSITION TITLE

Capital Contracts Intern

### INTERNSHIP RESPONSIBILITIES

Interns will ensure that taxpayer dollars are spent responsibly by becoming familiar with and implementing various Local, State and Federal laws and regulations including:

[nyc.gov/internships](https://nyc.gov/internships)

- Local Law 1 (M/WBE) – The purpose of Local Law 1 is to address historic disparities in City contracting and provide minority and women entrepreneurs increased opportunities to do business with the City.
- Labor Law §220 Prevailing Wage – As required by New York State Labor Law Article Eight, the City of New York sets wage standards by publishing the wage and benefit rate set annually by the New York City Comptroller for each trade or occupation for employers performing public works projects and building service work on New York City government funded work sites.
- Apprenticeship Program - Certain construction and construction-related maintenance contractors are required to maintain apprenticeship agreements with programs registered with, and approved by, the New York State Department of Labor.
- Wicks Law/Project Labor Agreements - The City of New York and the Building and Construction Trades Council (BCTC) of Greater New York have been parties to various Project Labor Agreements (PLAs) since 2009. These PLAs have been an important component of the City's completion and delivery of public works by establishing consistent works rules across construction projects, reducing the administrative burden and costs on construction agencies, and providing opportunities for City residents and businesses.
- Community Hiring - Implementation of Community Hiring State legislation signed in 2023 will enable qualified job seekers to connect with opportunities and City vendors to access a pipeline of talent more easily. By embedding equity and opportunity into City procurement, Community Hiring aims to strengthen the City's workforce, uplift communities, and drive more inclusive economic growth.

## **QUALIFICATIONS/SPECIAL SKILLS/AREAS OF INTEREST**

Communication, writing and organizational skills

Experience with Microsoft Word, Excel and PowerPoint.

Interest in Capital Contracts, Public Service, and/or Parks

## **APPLICATION PROCESS**

Please email cover letter and resume to [Leslie.Nusblatt@parks.nyc.gov](mailto:Leslie.Nusblatt@parks.nyc.gov)