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## **Tenant Protection Plan Services**

November 7, 2020

1. Submit proposal to the contractor for providing completed Tenant Protection Plan for compliance with the City of New York Department of Buildings (DoB) Tenant Protection Plan (TPP) requirements as described in the DoB notice, dated November 6, 2020:

New Tenant Protection Plan Requirements + Updated TPP1 & PW2 Forms  
[https://www1.nyc.gov/assets/buildings/pdf/tpp\\_requirements\\_form\\_updates\\_sn.pdf](https://www1.nyc.gov/assets/buildings/pdf/tpp_requirements_form_updates_sn.pdf)

2. Review the contractor's project drawings and proposed TPP provisions.
3. Advise the contractor on completion of the proposed TPP and any additional documentation required, including project drawings in 11" x 17" size.
4. Upon satisfactory completion of review and any advice on the proposed TPP, prepare the DoB TPP form, sign, seal and date.
5. Submit request to the contractor for fee payment.
6. Upon receipt of fee payment, provide the completed original TPP to the contractor.