

# HPD Open Data

## Charges

This file contains information on work orders created through the Department of Housing Preservation and Development's (HPD's) Emergency Repair Program, Alternative Enforcement Program, and Demolition programs and fees assessed against properties by HPD pursuant to the Housing Maintenance Code. The work orders are created to conduct emergency repair work when an owner fails to address a hazardous condition pursuant to the requirements of an HPD issued violation (HPD issues violations when an owner fails to address a condition pursuant New York City Housing Maintenance Code (HMC) or the New York State Multiple Dwelling Law (MDL)), a Department of Buildings Declaration of Emergency, a Department of Health Commissioner's Order to Abate or an emergency violation issued by another City Agency. The work orders may be issued to a private vendor following the City's Procurement Rules or may be conducted by agency staff.

This file includes all charges posted against privately owned properties, active and inactive, since July 1999. Each month the file will include all charge records indicating the information available at the time of the posting. **This file should NOT be used to determine what work orders have been created or billed for any day during the month; for accurate timely information, individuals should consult with HPD's HPDONLINE application, where the individual building information is updated daily.**

A change was implemented starting with the file available on August 1, 2014. The format of the pipe-delimited files was changed to include the numeric value assigned to LookupValue elements. For more details, see the description of the pipe-delimited files at the end of this document.

The following items should be reviewed to clarify the data in the file.

**Note 1:** If the invoice date is prior to July of 1999 and is listed as having not yet been paid and/or transferred to DOF you must contact the ERP Accounting Unit (212)863-6020 option 2 to verify the current status of the charge.

**Note 2:** Demolition orders issued and awarded after January 1, 2000 are listed on HPDOnline. A hard copy report of older demolition jobs is available at Enforcement Services 4<sup>th</sup> Floor 100 Gold Street. In order to obtain a complete record of work in progress for demolition jobs prior to January 1, 2000, you must check the hard copy report, the mainframe system, and HPDOnline. You may obtain additional information about older demolition jobs by calling the ERP Accounting Unit (212)863-6020 option 2 and request a Building Balance Report.

**Note 3:** Where the OMO type is AOR, there are no award dates or award amounts. AOR's are for work performed by in house personnel and are therefore not awarded to an outside vendor. You should contact the ERP Accounting Unit (212)863-6020 option 2 for questions relating to AOR information.

**Note 4:** The Award Amount is the amount awarded to the vendor based on the initial scope of work for the OMO. During the normal and usual course of business, Change Orders that increase or decrease the amount of the initial award may be processed against that order. Therefore the award amount, and or any amount transferred, may not be the final amount for the work eventually posted to the Department of Finance. Questions regarding the remaining balances should be directed to the ERP Accounting Unit (212)863-6020 option 2. Award Amounts on the AOR Type jobs are blank.

**Note 5:** The Award Amount on Utility OMO's is \$1.00 because billing to the building owner occurs after the Agency is billed by the Utility Company. Due to the nature of Utility services, there can be multiple invoices for each OMO. As long as the account remains active, additional invoices will be processed against the same OMO between July of one year and June of the next calendar year. Each July (at the start of the City's Fiscal Year) a new Utility OMO will be issued.

**Note 6:** The Service Charge column indicates whether a service charge is owed the vendor. A service charge is owed when a vendor makes an attempt to visit a building to address a condition pursuant to an awarded OMO and the OMO is subsequently cancelled (example, no access to make the repair). If the notation in this column is 'N' then no charge is due. If 'Y' and an amount are present, then this is the amount due not the award amount. If 'Y' and an amount are not present then the service charge has not yet been determined.

**Note 7:** The Court/Agency authorized amount is for the 7A Financial Assistance (7AFA) repair charges. 7AFA funds and 7AFA charges are separate from Emergency Repair program funds and charges, although both 7AFA and ERP charges become tax liens. For more information about whether a 7AFA funded repair is ongoing or completed, or if partial liens have been filed, or will be filed, call the 7AFA Program at (212)863-7356. The Court/Agency authorized 7AFA amount may not be the final amount charged. This amount is subject to Change Orders that increase or decrease the amount of the initial award.

**Note 8:** You must continue to contact the ERP Accounting Unit to verify any balance that remains open prior to July 1, 1999. These amounts are NOT listed on this report. To request a building balance from our mainframe system call ERP Accounting Unit (212)863-6020 option 2. This information will be provided in a hard copy format on Agency letterhead and will NOT appear on this report.

**Note 9:** This report will not show changes to individual charges as a result of protests or payments. The Department of Finance system should be checked for the current status of any charge listed on this report once that charge has been transferred to DOF.

**Note 10:** If this building was selected for the Alternative Enforcement Program (AEP) then inspections and/or repairs may have been performed by the Department and charges and fees may have been assessed as a result. These charges and fees become a tax lien against the building if not paid. If you have any questions about any AEP charges and fees, please call Alternative Enforcement Program (212)863-8262.

**Note 11:** For a third or any subsequent inspection which results in a heat violation within the same heat season (October Through May) or for a third or any subsequent inspection which results in a hot water violation within a calendar Year, HPD will charge a fee of \$200 for the inspection as authorized by Section 27-2115 (as amended by Local Law 16 of 2011).

**Note 12:** Copies of documents may be obtained pursuant to the Freedom of Information Law (FOIL) by writing to: FOIL Officer, HPD, 100 Gold Street, New York , New York 10038 A FOIL request may also be submitted via the HPD website. Sign into [www.nyc.gov/hpd](http://www.nyc.gov/hpd) and go to the Frequently Asked Questions page.

**Note 13:** If a building is going to be sold or transferred, it is the responsibility of the parties involved to make sure that all utility bills for service provided by HPD are paid and that service provided by HPD is terminated. Utility Providers can take three or more months to invoice HPD; therefore all invoices may not be posted on HPDOnline at the time of transfer. To terminate service provided by HPD, please contact the Utility Unit at (212)863-5100 for account termination and final invoice estimates.

**Note 14:** Change orders indicate modifications made to the original scope of work and may result in either an increase or decrease to the award amount. 'Total Amount' will denote the new estimated cost for the OMO. The 'Award Amount' will always be the amount the OMO was awarded for and 'Chg Orders' will indicate the increase or decrease to the award amount. This information will be available only in OMOs awarded on or after August 1, 2011.

#### **IMPORTANT NOTICE**

**THE BUILDING CHARGE DATA PROVIDED PURSUANT TO THIS WEB PORTAL IS FOR INFORMATIONAL PURPOSES ONLY AND IS UPDATED MONTHLY. THIS WEB PORTAL IS NOT INTENDED TO AND DOES NOT PROVIDE NOTICE AS REQUIRED BY NEW YORK CITY ADMINISTRATIVE CODE §27-2144(a) OF OPEN WORK ORDERS REPRESENTING PENDING CHARGES AND THE DATES THAT THEY WERE ENTERED ON THE RECORDS OF THE DEPARTMENT. TO FIND OPEN WORK ORDERS AND THE DATE THEY WERE ENTERED ON THE RECORDS OF THE DEPARTMENT, YOU MUST GO TO [http://167.153.4.70/HPDOnline/provide\\_address.aspx](http://167.153.4.70/HPDOnline/provide_address.aspx).**

#### **Data Dictionary**

Charge information is divided up into three categories of charges:

- Open Market Order (OMO) Charges – for work contracted out by HPD
- Handyman Work Order (HWO) Charges – for work carried out by HPD staff
- Fee Charges – for fees collected by HPD

Each category has somewhat different data items and each is provided in separate file(s).

The Charge information is provided in two formats: XML and pipe-delimited values text.

## XML File Format

The XML files are named OWOChargesyyyyymmdd.xml, HWOChargesyyyyymmdd.xml and FeeChargesyyyyymmdd.xml, where the date indicates the last day of the month covered by the file. Schema files defining the XML format are included in the zip package containing this file. The root schema file is called “services.hpd.gov.xsd”.

The XML structure for OMO Charges is pretty simple, containing the following major elements

### OMOChargeOpenData

Description – a brief description of the data set

InformationURL – a URL where related information can be found

SourceAgency – the agency providing the data (HPD)

SourceSystem – the agency’s system for managing the data

StartDate – the last day of the month covered by the file

EndDate – empty

OMOCharges

OMOCharge (one or more)

<multiple elements; see below>

The OMOChargeOpenData element is the root element and contains some descriptive elements as well as the OMOCharges collection, which contains OMOCharge elements. Each OMOCharge element contains elements about the OMO charge.

### *OMOChargeOpenData Element*

Element Name	Data Type	Description
Description	String	a brief description of the data set
InformationURL	String	a URL where related information can be found
SourceAgency	String	the agency providing the data (HPD)
SourceSystem	String	the agency’s system for managing the data
StartDate	dateTime	the last day of the month covered by the file
EndDate	dateTime	empty

### *OMOCharge Element*

Element Name	Data Type	Description
OMOID	int	Unique number identifying OMO
OMONumber	String	HPD unique identifier of OMO
BuildingID	long	HPD unique identifier of the building
Boro	LookupValue	Borough (see Boro below)
HouseNumber	String	Principal house number
StreetName	String	The normalized street name associated with a given Geosupport Information System (GIS) Street Code

Zip	String	Zipcode for the property
Block	int	Number assigned by DoF identifying the Tax block in which the lot is included
Lot	int	Unique number assigned by DoF identifying the lot within a Tax Block
LifeCycle	BuildingLifeCycle enum	The stage in the building life cycle (see BuildingLifeCycle below)
WorkTypeGeneral	String	General Description of Type of work performed by this OMO
OMOStatusReason	String	Reason this OMO was closed
OMOAwardAmount	float	Amount this OMO was awarded for
OMOCreateDate	DateTime	Date OMO was created by system
NetChangeOrders	float	Net value of approved Change Orders associated with this OMO
OMOAwardDate	DateTime	Date OMO was awarded
IsAEP	String	Indicates if this OMO was created thru the Alternative Enforcement program
IsCommercialDemolition	String	Indicates if this OMO was for the demolition of commercial property
ServiceChargeFlag	bool	Indicates if there is a service charge associated with this OMO
Event	LookupValue	This column identifies an OMO/AOR issued in response to a specific event that may result in an OMO not being transferred to DOF. As an example, work done in response to Hurricane Sandy. (see ViolOMOTriggeringEvent below)
OMODescription	String	Description of OMO
Invoices	Array of Invoices	Invoices for the OMOed people and organizations

### ***Invoice Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
InvoiceID	long	Sequential number of the Invoice unique within the OMO
InvoiceSequenceID	String	Vendor's identifier of Invoice
OMONumber	String	Identifier of owning OMO
InvoiceStatus	String	Current status of Invoice
InvoiceDate	DateTime	Vendor's date on Invoice
InvoiceBillAmount	float	Amount billed on Invoice
InvoicePayAmount	float	Current amount HPD authorizes to pay on invoice
SalesTax	float	Imputed sales tax for this invoice
AdminFee	float	HPD's current administrative cost charged for this Invoice

PaymentID	long	Unique identifier of PAYMENTS record
ChargeAmount	float	Total lienable amount of to be transferred to DoF
DateTransferDoF	DateTime	Date this charge was transferred to DoF to be lienied.

The XML structure for HWO Charges is pretty simple, containing the following major elements

#### HWOChargeOpenData

Description – a brief description of the data set

InformationURL – a URL where related information can be found

SourceAgency – the agency providing the data (HPD)

SourceSystem – the agency’s system for managing the data

StartDate – the last day of the month covered by the file

EndDate – empty

HWOCharges

HWOCharge (one or more)

<multiple elements; see below>

The HWOChargeOpenData element is the root element and contains some descriptive elements as well as the HWOCharges collection, which contains HWOCharge elements. Each HWOCharge element contains elements about the HWO charge.

#### ***HWOChargeOpenData Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
Description	String	a brief description of the data set
InformationURL	String	a URL where related information can be found
SourceAgency	String	the agency providing the data (HPD)
SourceSystem	String	the agency’s system for managing the data
StartDate	dateTime	the last day of the month covered by the file
EndDate	dateTime	empty

#### ***HWOCharge Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
HWOID	int	Unique number identifying this HWO
HWONumber	String	HPD unique identifier of HWO
BuildingID	long	Unique identifier of building
Boro	LookupValue	Borough (see Boro below)
HouseNumber	String	Principle house number
StreetName	String	The normalized street name associated with a given Geosupport Information System (GIS) Street Code

Zip	String	Zipcode for the property
Block	int	Number assigned by DoF identifying the Tax block in which the lot is included
Lot	int	Unique number assigned by DoF identifying the lot within a Tax Block
LifeCycle	BuildingLifeCycle enum	The stage in the building life cycle
WorkTypeGeneral	String	General description of type of work performed by this HWO
HWOStatusReason	String	Reason this HWO was closed
HWOCreateDate	DateTime	Date HWO was created by system
IsAEP	String	Indicates if this HWO was created thru the Alternative Enforcement program
IsCommercialDemolition	String	Indicates if this HWO was for the demolition of commercial property
FEMAEvent	LookupValue	This column identifies an OMO/AOR issued in response to a specific event that may result in an OMO not being transferred to DOF. As an example, work done in response to Hurricane Sandy. (see ViolOMOTriggeringEvent below)
HWODescription	String	Description of HWO
HWOApprovedAmount	float	The total cost of the HWO (labor + materials)
SalesTax	float	Imputed sales tax for this HWO
AdminFee	float	HPD's current administrative cost charged for this HWO
ChargeAmount	float	Total lienable amount to be transferred to DoF
DateTransferDoF	DateTime	Date this charge was transferred to DoF to be lienied

The XML structure for Fee Charges is pretty simple, containing the following major elements

#### FeeChargeOpenData

Description – a brief description of the data set

InformationURL – a URL where related information can be found

SourceAgency – the agency providing the data (HPD)

SourceSystem – the agency's system for managing the data

StartDate – the last day of the month covered by the file

EndDate – empty

FeeCharges

    FeeCharge (one or more)

        <multiple elements; see below>

The FeeChargeOpenData element is the root element and contains some descriptive elements as well as the FeeCharges collection, which contains FeeCharge elements. Each FeeCharge element contains elements about the Fee charge.

### ***FeeChargeOpenData Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
Description	String	a brief description of the data set
InformationURL	String	a URL where related information can be found
SourceAgency	String	the agency providing the data (HPD)
SourceSystem	String	the agency's system for managing the data
StartDate	dateTime	the last day of the month covered by the file
EndDate	dateTime	empty

### ***FeeCharge Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
FeeID	long	Unique number identifying the Fee
BuildingID	long	Unique identifier of building
Boro	LookupValue	Borough (see boro below)
HouseNumber	String	Principle house number
StreetName	String	The normalized street name associated with a given Geosupport Information System (GIS) Street Code
Zip	String	Zipcode for the property
Block	int	Number assigned by DoF identifying the Tax block the lot is on
Lot	int	Unique number assigned by DoF within a Block identifying a lot
LifeCycle	BuildingLifeCycle enum	The stage in the building life cycle
FeeType	LookupValue	FeeType Type of Fee issued (see FeeType below)
FeeSourceType	LookupValue	DocumentType Source document type of Fee (see DocumentType below)
FeeSourceID	long	Source document id of Fee
FeeIssuedDate	DateTime	Date fee issued
FeeAmount	float	Amount of Fee
DoFAccountType	String	Account number assigned to this Fee by DoF
DoFTransferDate	DateTime	Date fee transferred to DoF

### ***Boro LookupValue Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
GroupName	String	"Boro"
SeqNo	Long	Boro code (1 = Manhattan, 2 = Bronx, 3 = Brooklyn, 4 = Queens, 5 = Staten Island)



ShortName	String	"MN", "BX", "BK", "QN", "SI"
LongName	String	"Manhattan", "Bronx", "Brooklyn", "Queens, "Staten Island"
Order	Int	Not applicable

### ***BuildingLifeCycle Enum Element***

Land
Planned
Building
Demolished
Under Construction

### ***ViolOMOTriggeringEvent LookupValue Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
GroupName	String	"ViolOMOTriggeringEvent"
SeqNo	Long	366 (Hurricane Sandy)
ShortName	String	"Hurricane Sandy"
LongName	String	"Hurricane Sandy"
Order	Int	Not applicable

### ***FeeType LookupValue Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
GroupName	String	"FeeType"
SeqNo	Long	1 (INIT REINSP), 2 (6MO REINSP), 3 (CMPLNT INSP), 4 (FALSE CERT), 5 (HEAT INSP FEE), 6 (HWATER INSP FEE)
ShortName	String	"INIT REINSP", "6MO REINSP", "CMPLNT INSP", "FALSE CERT", "HEAT INSP FEE", "HWATER INSP FEE"
LongName	String	"Initial Re-inspection Fee", "Six Month Program Fee", "Complaint Inspection Fee", "False Certification Fee", "Heat Inspection Fee", "Hot Water Inspection Fee"
Order	Int	Not applicable

### ***DocumentType LookupValue Element***

<b>Element Name</b>	<b>Data Type</b>	<b>Description</b>
GroupName	String	"DocumentType"
SeqNo	Long	See below

ShortName	String	See below
LongName	String	See below
Order	Int	Not applicable

### ***DocumentType Values***

<b>SeqNo</b>	<b>ShortName</b>	<b>LongName</b>
3	ROUTE	Route for Inspection
7	VIOLATION	VIOLATION
51	PROJECT BLDG	PROJECT BLDG

### **Pipe-Delimited Values File Format**

The pipe-delimited values text files are named OWOChargesyyyymmdd.txt, Invoicesyyyymmdd.txt, HWOChargesyyyymmdd.txt and FeeChargesyyyymmdd.txt, where the date indicates the last day of the month covered by the file. The pipe-delimited values text file contains as columns the elements of the OWOCharge, Invoice, HWOCharge and FeeCharge element listed above. The only difference in the column contents is that for elements defined as LookupValues, only the numeric value (starting with the August 1, 2014 release) and the long name appear in the file. The first record in each file has the column headers. For elements defined as LookupValues there will be two columns. The first contains the numeric value (SeqNo in the XML file); its column header is the element name concatenated with "ID". The second contains the long name; its column header is the element name. Note that the OMOChargeOpenData, HWOChargeOpenData and FeeChargeOpenData elements do NOT appear in the pipe-delimited values text file.

Since pipe-delimited files do not handle parent-child relations efficiently, the Invoice elements, which appear integrated with their parent OMOCharge elements in the XML file, are separated out into a separate file. To link an Invoice in the Invoices text file to its parent OMOCharge in the OMOCharges text file, use the OMONumber column, which corresponds to the OMONumber column in the parent OMOCharge in the OMOCharges text file.