

City of New York Kings County Public Administrator



Population:
8,478,072 (No. 1)

Govt Employees:
285,000

Address:
360 Adams Street,
Room 144
Brooklyn, NY 11201

Phone:
(718) 643-3032

Email:
info@kingspa.nyc.gov

Capabilities Statement:
[Link](#)

Cage Code:
644Y5

UEI Number:
CRZ1A1JTLQB6

DUNS#
12-474-2474



Site:

<https://www.nyc.gov/site/kcpa/index.page>

Mission:

The Public Administrator administers estates of deceased persons. There is a Public Administrator in every county in the City of New York. The Public Administrator's primary duty is to administer estates that would otherwise remain unadministered; to protect the decedent's property from waste, loss, or theft; to make appropriate burial arrangements when no close relative is available to make the decisions; to conduct thorough investigations to discover all assets; to liquidate assets at public sale or distribute assets to heirs; to pay the decedent's bills and taxes; and to locate persons entitled to inherit from the estate and ensure that the legal distributees receive their inheritance.

Contacts and Stakeholders Information:

Kerry D. Archer, ESQ - Public Administrator

Simone Bennett, MPA, PMP - Deputy Public Administrator

Actsoft Workforce Manager for Gov:

- DHS signed the Authority to Operate (ATO) on Sept 12, 2024
- FPS completed their internal ATO in June 2025
- WFM for Gov passed three (3) Third Party Assessor Organizations (3PAO) Audits, the Initial Audit and two Annual Audits
- WFM for Gov is GovRAMP Authorized