Actsoft

City of New York

Records and Information Services

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

Govt Employees:
285,000

Address:
31 Chambers St.
Ste. 305
New York, NY 10007

Phone:
(212) NEW-YORK

Capabilities Statement:
Link

Cage Code:
644Y5

UEI Number:
CRZ1A1JTLQB6

DUNS#
12-474-2474

FedRAMP

Site:

https://www.nyc.gov/site/records/index.page

Mission:

The Department of Records and Information Services was made a Charter agency in 1977. Section 3003 of the Charter designates the Commissioner as the chief archivist of the City, and as the chief reference and research librarian and public records officer for the Mayor, Borough Presidents, and the Council. The Charter consolidated responsibility for the organization and retrieval of records, reports and archival documents produced by past and present City government offices. The Municipal Archives appraises, accessions, classifies, arranges and makes available irreplaceable historical records of New York City government for research.

Contacts and Stakeholders Information:

Pauline Toole - Commissioner
(212) 788-8607

Assistant Commissioner - Kenneth R. Cobb
(212) 788-8604

Chief Information Officer - Amit Sharma
(212) 341-6023

Freedom of Information Act Officer - Kenneth R. Cobb
(212) 788-8604

Director of Administrative Operations - Naomi Pacheco
(212) 788-8622

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