



New York City Minority and Women-owned Business Enterprise Program

PROGRESS REPORT | FISCAL YEAR 2010 | JULY 1, 2009 - JUNE 30, 2010



NYCTM
Small Business
Services

Agency Mission

The Department of Small Business Services makes it easier for companies in New York City to form, do business and grow by providing direct assistance to business owners, fostering neighborhood development in commercial districts, promoting financial and economic opportunity among minority and women-owned businesses, preparing New Yorkers for jobs and linking employers with a skilled and qualified workforce.

INTRODUCTION	4
AGENCY M/WBE PROGRESS REPORTS	
New York City Mayoral Agencies	8
Health and Human Service Agencies	
Administration for Children’s Services	10
Department for the Aging	12
Department of Health and Mental Hygiene	14
Department of Homeless Services	16
Department of Youth and Community Development	18
Human Resources Administration	20
Infrastructure/Administrative/Community Service Agencies	
Department of Buildings	22
Department of Citywide Administrative Services	24
Department of Design and Construction	26
Department of Environmental Protection	28
Department of Information Technology and Telecommunications	30
Department of Parks & Recreation	32
Department of Sanitation	34
Department of Transportation	36
Housing Preservation and Development	38
Public Safety/Legal Affairs Agencies	
Department of Correction	40
Department of Probation	42
Law Department	44
Fire Department	46
Police Department	48
Business Affairs Agencies	
Department of Finance	50
Department of Small Business Services	52
GLOSSARY	54

Minority and Women-Owned Business Enterprise Program Progress Report

Fiscal Year 2010 | July 1, 2009 - June 30, 2010

INTRODUCTION

Since the implementation of Local Law 129 in 2006, City agencies have awarded more than 26,000 prime and subcontracts to certified minority and women-owned business enterprises (M/WBEs). The total value of these contract awards is nearly two billion dollars. This reflects year over year increases in the value of prime and subcontracts awarded to M/WBEs. Through the collaborative efforts of New York City Department of Small Business Services (SBS), the Mayor's Office of Contract Services (MOCS), the New York City Council, and community and corporate partners, M/WBEs are finding it easier to access business opportunities, bid and win contracts and build the capacity of their businesses.

Local Law 129 (LL129) provides the legal framework for the administration of the M/WBE Program. The Law requires the program to be narrowly tailored to address the specific disparities identified in an economic study released by the New York City Council in 2005. The Law established up to 18 aspirational goals for the participation of Asian, Black, Hispanic, and Women-owned businesses on prime and subcontracts for goods, professional services, construction and standard services. For prime contracts, LL129 excludes awards valued at and over one million dollars and awards procured through various non-competitive methods. It also excludes contracts awarded to not-for-profit organizations (typically for human services). The total value of all prime contracts that are subject to the Law represents less than 5% of the City's total procurement spending. Of the \$17 billion procured in FY 2010, LL 129 covered \$382 million worth of prime contracts, resulting in a prime contract goal value of \$117.9 million. For subcontracts, LL129 covers the subcontracts of construction or professional service prime contracts, including those prime contracts valued over one million dollars. Goals may only be set on the value of anticipated subcontracts

in construction or professional services that are valued under one million dollars. Of the \$17 billion procured in FY 2010, \$2.9 billion of prime contracts were awarded with subcontracting goals. These prime contracts have an anticipated \$626 million in construction or professional service subcontracts valued under one million dollars, resulting in a subcontract goal value of \$251.9 million.¹ Subcontract goals are a strong component of the M/WBE program because they are incorporated into the contract terms and foster private sector relationships between M/WBEs and prime contractors.

Local Law 129 also explicitly provided for a three-year ramp-up period to build the foundation of the program. During that period, SBS and MOCS developed a comprehensive strategy to increase the number of certified businesses, train agency procurement staff and prime contractors on the provisions of the new law, match M/WBEs with contract opportunities, provide capacity-building services to certified firms, and ensure agency accountability. In FY 2010, the first year outside the ramp-up period, the Program continued to develop and improve on M/WBE participation, increasing its focus on agency accountability.

Holding agencies accountable to LL129 is vital to increasing M/WBE participation and achieving LL129 goals. Before the start of the fiscal year, mayoral agencies that awarded more than \$5 million dollars in procurements in previous fiscal year were required to file M/WBE utilization plans with SBS.² Throughout the year, agencies monitored their performance through in-house reporting tools, assistance from SBS account managers, and by making use of the SBS/MOCS bi-annual reports to the NYC City Council on the M/WBE Program. At the end of the fiscal year, performance is assessed based on the progress an agency has made towards achieving its M/WBE utilization goals.

In FY 2010, the City made substantial progress towards its LL129 goals by implementing activities to improve the transparency and accessibility of contract opportunities and increase outreach to M/WBEs. Activities included maintaining procurement practices that reflected increased solicitation of M/WBEs, notably among micro purchases and small purchases, and ensuring prime contractors adhere to subcontracting goals. Together, city agencies achieved 28% of the prime contract goal value and to date have awarded 18% of the subcontract goal value. However, in the majority of cases, the total value of awards to M/WBEs surpassed the M/WBE goal value.

Building the capacity of M/WBEs to compete for city contracts is also essential to increasing M/WBE participation and achieving LL129 goals. SBS certified 636 new M/WBEs in FY 2010, bringing the number of City-certified businesses to 2,791, an increase of 27% from FY 2009. SBS provides technical assistance and training to certified businesses, both those new to government procurement and those looking to expand their business with the City. This includes guidance on bid and proposal preparation, and workshops and courses taught by industry experts. These are all valuable services that teach M/WBEs the path to success in City contracting. For additional details on the City's M/WBE Program activities download the latest M/WBE Program Report to City Council at www.sbs.nyc.gov. For comprehensive information on citywide procurement refer to the FY 2010 Agency Procurement Indicators

report produced by the Mayor's Office of Contract Services at www.nyc.gov/mocs.

SBS recognizes that not all certified M/WBEs will win a City contract. Some companies may not be ready to successfully compete in a low-bid process, others may not ultimately devote sufficient share of their business to government contracting and some certified companies specialize in goods and services that the City does not typically purchase. To address these concerns, SBS is working to make sure that certified M/WBEs know about all of the services available to them through NYC Business Solutions to grow their business. These services include business courses, legal review of contracts and leases, accessing financing and incentives, and recruiting and training employees.

The M/WBE Progress Report

The M/WBE Progress Report is an important tool for promoting citywide agency transparency and accountability. This Report provides contract data on each of the 22³ mayoral agencies that awarded more than \$5 million dollars in procurements in Fiscal Year 2010. It serves as a performance management tool for agencies by isolating the contracting areas that are subject to Local Law 129 and identifying how agencies have worked to increase M/WBE participation.

The Report is compiled annually by SBS with data and input from MOCS. Agency reports are grouped into four sections that represent

¹With four covered industries for both prime contracts and subcontracts and four gender/ethnic categories for goals, the maximum number of goal categories for any one agency would be 32. But LL 129 does not establish goals for every gender and ethnic category in every industry – but rather, provides goals in the specific areas where disparity was shown. In addition, not every City agency conducts business in every industry. Thus, in total, the \$369.8 million combined prime and subcontract goal value reflects approximately 300 different ethno-gender and industry goals, across 35 agencies citywide. The number of goals managed by each agency varies from agency to agency based on the goods or services it procures, how it procures, and the typical size of its procurements.

²Non mayoral agencies and authorities are not included in performance reporting or M/WBE goal setting.

³As of January 2010, the Department of Juvenile Justice has merged with the Administration for Children's Services.

Minority and Women-Owned Business Enterprise Program Progress Report

Fiscal Year 2010 | July 1, 2009 - June 30, 2010

INTRODUCTION

agencies with similar procurement profiles. Agency reports appear alphabetically within each section.

- Health and human services agencies
- Infrastructure/administrative/
community service agencies
- Public safety/law agencies
- Business agencies

Agencies that primarily procure health and human services, such as the Administration for Children's Services, may typically award larger contracts to non-profit organizations that provide direct social services to those in need. As human service awards are outside the purview of LL129, much of the value of procurements among these agencies falls outside of LL129. Agencies that are responsible for maintaining City government functions, such as the Department of Information Technology and Telecommunication or the Department of Environmental Protection, may typically award most of their procurement dollars in contracts valued over \$1 million, concentrated in either construction or professional services. Agencies that are responsible for public safety, such as the Fire Department, generally award a greater number of contracts in the standard or professional services at comparatively lower dollar values. Agencies that help promote economic opportunity and business growth, such as the Department of Small Business Services, tend to award the greatest number of their procurements in dollar amounts below \$100,000.

Each 2-page agency report includes a procurement summary, LL129 goal summary, M/WBE performance breakdown and program activities.

Procurement Summary

Located at the top of the first page is the Procurement Summary. This section breaks down the number and value of contracts subject to prime and subcontract goals.

Contracts subject to goals are divided into four categories:

- Contracts procured through the micro purchase method
- Contracts procured through the small purchase method
- Contracts procured through all other methods subject to Local Law 129. (e.g., Competitive Sealed Bids and Requests for Proposals)
- Dollar value subject to LL129 subcontracting goals

These categories reflect distinct methods that agencies can use to help them procure the goods and services they need. When procuring items under \$100,000, agencies may employ the micro or small purchase procurement methods. These methods enable agencies to specifically solicit M/WBEs and limit the number of firms that need to compete for each opportunity. Since most LL129 contracting opportunities occur at this level, i.e., below \$100,000, and such opportunities are not extensively advertised, it is critical that agencies proactively reach out to M/WBEs to make the opportunities more transparent and identify M/WBEs to solicit for bids.

The remaining procurements subject to LL129 are primarily awarded in amounts over \$100,000. These procurements are largely openly and competitively bid. Agencies are bound to award these contracts to the most competitive and responsible bidders. As most open and competitive bids occur in amounts over \$1 million dollars, they fall outside the purview

of LL129. In fact, 93% of the \$17 billion awarded in Fiscal Year 2010 was awarded in amounts over \$1 million dollars. The 25 largest contracts awarded in FY 2010 account for almost 41% of the overall citywide procurement dollar volume in FY 2010. These multi-million and multi-billion dollar contracts were awarded to large businesses, not-for-profits, or public utility companies.

The procurement summary ends with the total value of LL129 goals. The goals themselves are aspirational and, as described above, the method of procurement determines the degree of flexibility agencies have to meet the goals. LL129 goals are not evaluated if an agency has awarded fewer contracts subject to goals than there are goal categories. For example, Local Law 129 sets three prime contracting goals in the professional service industry, for Hispanic-owned businesses, Caucasian-female-owned businesses, and Black-owned businesses. If an agency only awarded two professional contracts under the purview of the law, it would be impossible for it to meet all three professional service goals. Therefore, too few contracts were awarded to evaluate performance in all goal categories and the LL129 goal amount is not included in the total value of LL129 goals figure.

LL129 Goal Summary

Located on the bottom of the first page is the LL129 Goal Summary. This section begins with the overall percent of the goal value achieved and then breaks down performance in each of the LL129 goal categories by the methods identified in the Procurement Summary. Progress towards goals is not evaluated if an agency has awarded a statistically insignificant number of contracts subject to goals or has had no agency spending in a particular industry.

M/WBE Performance Breakdown

Located at the top of the second page is the M/WBE Performance Breakdown. This section indicates whether an agency has made 'substantial progress' towards meeting its LL129 goals.

The M/WBE Performance Breakdown also provides additional detail on the efforts an agency has made to increase M/WBE participation within each procurement category. SBS also identifies specific steps an agency can undertake to improve its performance in goal areas. SBS works with agency staff and takes into account the particular purchasing environment of the agency and how successful strategies from other agencies may be implemented.

M/WBE Program Activities

Located at the bottom of the second page is a list of initiatives that an agency has implemented to promote the transparency of procurement practices and opportunities to M/WBE firms; educate M/WBEs about doing business with the City and getting certified; or increase the accessibility of contract to M/WBEs through all procurement methods.

New York City Mayoral Agencies

The New York City M/WBE Progress Report evaluates M/WBE utilization for 35 mayoral agencies. New York City is one of the largest contracting jurisdictions in the nation. In Fiscal 2010, New York City made significant new investments in public safety, infrastructure and waste management.

Procurement Summary

In FY 2010, NYC agencies awarded 55,921 contracts totaling \$17.0 billion. Much of the value of contracts does not fall under the purview of LL129. This primarily included awards of contract sizes greater than \$1 million, in the human service industry or by non-competitive procurement methods. The large contract sizes, specialized work, and state and federal funding sources also preclude many of NYC's construction procurements from LL129 goals. However, city certified companies who qualify under state and federal M/WBE or DBE programs participate in NYC's subcontracting opportunities and continue to win contracts with the City.

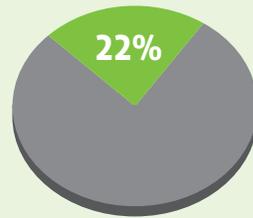
Contracts Subject to LL129

Micro Purchases	33,660 contracts	\$51.3 million
Small Purchases	4,091 contracts	\$108.7 million
Contracts through Other Methods	811 contracts	\$223.1 million
Amount Subject to Subcontract Goals	319 contracts	\$195.0 million
Total value subject to LL129 goals		\$578.1 million

Value of LL129 Goals

\$313.0 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$117,922,606	\$137,362,195	\$195,048,903	\$63,270,033
Actual awarded	\$33,536,366	\$24,474,843	\$35,485,416	\$23,610,838
% goal value achieved	28%	18%	18%	37%

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$25.7 million			Actual: \$9.2 million			% Goal Value Achieved: 36%					
Small Purchases	Construction	No citywide goal			\$700,271	\$135,773	19%	\$502,332	\$111,800	22%	No citywide goal		
	Professional Services	No citywide goal			\$734,724	\$279,500	38%	\$408,180	\$109,858	27%	\$1,346,994	\$362,764	27%
	Standard Services	No citywide goal			\$3,723,573	\$1,676,002	45%	\$2,073,582	\$812,857	39%	\$4,215,746	\$994,250	24%
	Goods	\$2,746,434	\$2,712,875	99%	\$3,952,960	\$2,174,553	55%	\$2,640,559	\$2,506,912	95%	\$9,456,412	\$6,624,026	70%
Contracts through other methods*	Construction	No citywide goal			\$8,754,788	\$1,042,139	12%	\$6,280,157	\$2,287,312	36%	No citywide goal		
	Professional Services	No citywide goal			\$1,474,677	\$463,840	31%	\$819,265	\$0	0%	\$2,703,575	\$1,081,380	40%
	Standard Services	No citywide goal			\$3,930,946	\$149,480	4%	\$2,189,064	\$0	0%	\$4,450,530	\$0	0%
	Goods	\$4,258,460	\$0	0%	\$6,129,229	\$0	0%	\$4,094,358	\$99,570	2%	\$14,662,559	\$679,556	5%
Subcontracts**	Construction	\$56,359,354	\$10,573,820	19%	\$75,165,644	\$17,868,492	24%	\$53,919,298	\$6,700,138	12%	No citywide goal		
	Professional Services	No citywide goal			\$2,834,146	\$279,801	10%	\$1,574,526	\$96,667	6%	\$5,195,935	\$463,647	9%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

NYC agencies made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>NYC agencies achieved 36% of the LL129 goal value among micro purchases, representing an 18% M/WBE utilization rate. In addition, NYC agencies awarded \$1.7 million to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 18%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of M/WBE award winners Encourage outreach to M/WBEs by requiring ACCO approval for all micro and P-card purchases that do not have an M/WBE as the suggested vendor Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>NYC agencies achieved 57% of the LL129 goal value among small purchases. Citywide small purchase procurement reflected a level of competition of 10 firms or more 63% of the time.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of new M/WBE winners Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS
<p>In this category, agencies have limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.</p> <p>Steps to improve performance in FY 2011:</p> <p>Use vendor solicitation reports to ensure M/WBEs are being solicited regularly Contact SBS to report cases in which M/WBEs are not responding to solicitations Promote contract opportunities to M/WBEs by hosting at least 1 targeted event or workshop Increase the transparency of contract opportunities by conducting losing bid/proposal debriefings with M/WBE bidders</p>

Construction	Professional Services	Standard Services	Goods
<p>NYC agencies awarded 142 construction service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 10 contracts within LL129 goal categories totaling \$3.3 million and 275 contracts totaling \$173.2 million overall.</p>	<p>NYC agencies awarded 217 professional service contracts subject to LL129, predominately awarded through Negotiated Acquisition and Competitive Sealed Bid. M/WBEs won 8 contracts in LL129 goal categories, totaling \$1.5 million and 132 contracts totaling \$66.9 million overall.</p>	<p>NYC agencies awarded 107 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 2 contracts in LL129 goal categories totaling \$149,480 and 72 contracts totaling \$12.8 million overall.</p>	<p>NYC agencies awarded 345 goods contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 8 contracts in LL129 goal categories, totaling \$897,479 and 226 contracts totaling \$43.3 million overall. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS				
<p>NYC agencies set agency subcontracting goals \$53,226,247 higher than the citywide construction subcontracting goals and \$3,601,575 higher than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.</p> <p>Steps to improve performance in FY 2011:</p> <p>Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly Establish procedures for random spot checking to ensure M/WBE compliance</p>				
<table border="1"> <thead> <tr> <th>Construction</th> <th>Professional Services</th> </tr> </thead> <tbody> <tr> <td> <p>NYC agencies established goals on 261 construction contracts. Five contracts were approved with waivers to subcontracting goals. 78 additional contracts had state or federal goals. Other eligible contracts had no anticipated subcontracting in goal areas. M/WBEs were awarded \$35.1 million in subcontracts by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or have yet to be identified by the prime contractor.</p> </td> <td> <p>NYC agencies established goals on 58 professional service contracts. Four contracts were approved with waivers to subcontracting goals. Other eligible contracts either had state or federal subcontracting goals or had no anticipated subcontracting in goal areas. M/WBEs were awarded \$840,116 by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or has yet to be identified by the prime contractor.</p> </td> </tr> </tbody> </table>	Construction	Professional Services	<p>NYC agencies established goals on 261 construction contracts. Five contracts were approved with waivers to subcontracting goals. 78 additional contracts had state or federal goals. Other eligible contracts had no anticipated subcontracting in goal areas. M/WBEs were awarded \$35.1 million in subcontracts by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or have yet to be identified by the prime contractor.</p>	<p>NYC agencies established goals on 58 professional service contracts. Four contracts were approved with waivers to subcontracting goals. Other eligible contracts either had state or federal subcontracting goals or had no anticipated subcontracting in goal areas. M/WBEs were awarded \$840,116 by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or has yet to be identified by the prime contractor.</p>
Construction	Professional Services			
<p>NYC agencies established goals on 261 construction contracts. Five contracts were approved with waivers to subcontracting goals. 78 additional contracts had state or federal goals. Other eligible contracts had no anticipated subcontracting in goal areas. M/WBEs were awarded \$35.1 million in subcontracts by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or have yet to be identified by the prime contractor.</p>	<p>NYC agencies established goals on 58 professional service contracts. Four contracts were approved with waivers to subcontracting goals. Other eligible contracts either had state or federal subcontracting goals or had no anticipated subcontracting in goal areas. M/WBEs were awarded \$840,116 by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or has yet to be identified by the prime contractor.</p>			

M/WBE Program Activities

- ✓ In October 2009, the City revised its bond form, easing requirements and increasing opportunities for small and minority-owned businesses
- ✓ In November 2009, the City entered into Project Labor Agreements that allow M/WBE contractors to retain their key employees on the job, enabling them to be more competitive when bidding on City projects
- ✓ NYC agencies encouraged firms already doing business with the City to become certified. In FY 2010, SBS certified a record number (636) of new M/WBEs
- ✓ NYC agencies increased the number of M/WBEs solicited for micro and small purchases. In FY 2010, SBS provided 1,972 referrals to 29 agencies, and referred an additional 788 certified companies to 38 prime contractors
- ✓ SBS and MOCS held 15 agency training sessions for nearly 400 procurement staff from 38 different City agencies at the City's Procurement Training Institute (PTI)
- ✓ NYC agencies hosted and participated in events with targeted outreach to M/WBEs, including the Citywide Procurement Fair
- ✓ NYC agencies hosted and participated in workshops to inform M/WBEs about City procurement policies

Overall Performance

Overall, NYC agencies awarded 802 M/WBEs 6,957 prime contracts totaling over \$332.5 million. In addition, 344 M/WBEs won \$381.9 million in subcontracts.

Administration for Children's Services

ACS ensures the safety and well-being of New York City's children by providing neighborhood based and preventive services. ACS typically purchases human services, including child care; standard services such as janitorial services, equipment repair and on-call maintenance services; and professional services such as consultant and engineer services.

Procurement Summary

In FY 2010, ACS awarded 2,460 contracts totaling \$2.9 billion. ACS awarded the largest procurement in FY 2010, valued at \$1.2 billion. ACS procures a broad range of human service contracts, which fall outside the purview of LL129. ACS also rarely procures contracts in the construction sector and therefore rarely sets LL129 construction prime or subcontracting goals.

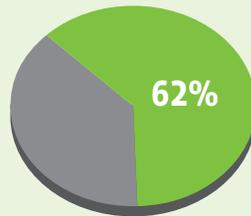
Contracts Subject to LL129

Micro Purchases	638 contracts	\$1.5 million
Small Purchases	201 contracts	\$7.0 million
Contracts through Other Methods	5 contracts	\$752,975
Amount Subject to Subcontract Goals	1 contract	\$947,886
Total value subject to LL129 goals	845 contracts	\$10.2 million

Value of LL129 Goals

\$3.1 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$2,770,664	\$3,868,835	\$295,361	\$158,951
Actual awarded	\$1,896,835	\$1,259,132	0%	0%
% goal value achieved	68%	33%	0%	0%

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$767,797			Actual: \$241,408			% Goal Value Achieved: 31%					
Small Purchases	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$153,156	\$150,000	98%	\$85,087	\$0	0%	\$280,786	\$0	0%
	Standard Services	No citywide goal			\$314,500	\$449,354	143%	\$175,139	\$236,288	135%	\$356,070	\$337,000	95%
	Goods	\$93,240	\$94,592	101%	\$134,201	\$137,860	103%	\$89,647	\$62,908	70%	\$321,039	\$187,425	58%
Contracts through other methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Standard Services	No citywide goal			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$89,765	\$0	0%	\$119,718	\$0	0%	\$85,878	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

ACS made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>ACS achieved 31% of the LL129 goal value among micro purchases, representing a 16% M/WBE utilization rate, compared to the 18% citywide average. In addition, ACS awarded \$7,565 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 12%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Encourage outreach to M/WBEs by requiring ACCO approval for all micro purchases that do not have an M/WBE as the suggested vendor</p>	<p>ACS achieved 83% of the LL129 goal value among small purchases. ACS small purchase procurement reflected a level of competition of 10 firms or more 78% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of new M/WBE winners</p>

CONTRACTS THROUGH OTHER METHODS

In this category, ACS has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Promote contract opportunities to M/WBEs by hosting at least one targeted event or workshop

Construction	Professional Services	Standard Services	Goods
<p>ACS did not award construction service contracts subject to LL129. However, M/WBEs won 4 contracts outside the purview of LL129 totaling \$2.9 million.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. ACS awarded 3 professional service contracts subject to LL129, predominately awarded through Request for Proposal.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. ACS awarded 2 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won one contract within LL129 goal categories totaling \$556,675.</p>	<p>ACS did not award goods contracts subject to LL129. However, M/WBEs won 4 contracts, outside the purview of LL129, totaling \$144,009. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

ACS set its agency subcontracting goals \$17,441 higher than the citywide construction subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly

Construction	Professional Services
<p>ACS established goals on one construction contract. No subcontracts were awarded by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or have yet to be identified by the prime contractor.</p>	<p>No professional service prime contracts were subject to subcontracting goals.</p>

M/WBE Program Activities

- ✓ Collaborated with SBS account managers to identify M/WBEs for upcoming procurement opportunities that exceed the small purchase limit
- ✓ Ensured that agency purchase card users reached out to SBS account managers to identify M/WBEs
- ✓ Added M/WBE requirements to agency procurement forms to ensure consistent outreach
- ✓ Provided certification applications to eligible firms already doing business with ACS
- ✓ Performed audit of FY 2009 small and micro purchases to assess areas for increased M/WBE utilization
- ✓ Promoted M/WBE program and agency accomplishments on interagency electronic bulletin
- ✓ Conducted certification outreach through mailing to ACS vendors
- ✓ Performed monthly internal review of small and micro purchases to ensure maximum participation by M/WBE firms

Overall Performance
Overall, ACS awarded 80 M/WBEs and 208 prime contracts totaling \$5,701,893.

Department for the Aging

DFTA works for the empowerment, independence, dignity and quality of life of New York City's diverse older adults and for the support of their families through advocacy, education and the coordination and delivery of services. DFTA typically purchases human services, including home care; standard services such as transportation; and professional services such as legal and auditing services.

Procurement Summary

In FY 2010, DFTA awarded 2,066 contracts totaling \$326.3 million. DFTA procures a broad range of human service contracts, which fall outside the purview of LL129. DFTA also rarely procures contracts in the construction sector and therefore rarely sets LL129 construction prime or subcontracting goals.

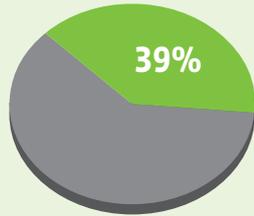
Contracts Subject to LL129

Micro Purchases	306 contracts	\$775,735
Small Purchases	14 contracts	\$624,600
Contracts through Other Methods	No contracts	\$0
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	320 contracts	\$1.4 million

Value of LL129 Goals

\$566,933

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$566,933	\$654,929
Actual awarded	\$223,139	\$280,662
% goal value achieved	39%	43%

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$387,868			Actual: \$123,189			% Goal Value Achieved: 32%					
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$52,839	\$0	0%	\$29,355	\$0	0%	\$96,872	\$99,950	103%
	Standard Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Goods	Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
Contracts through other methods*	Construction	No citywide goal			\$8,754,788	\$1,042,139	12%	\$6,280,157	\$2,287,312	36%	No citywide goal		
	Professional Services	No citywide goal			\$383,683	\$140,352	37%	\$213,157.05	\$0	0%	\$703,418.27	\$97,500	14%
	Standard Services	No citywide goal			\$264,498	\$0	0%	\$147,294	\$0	0%	\$299,459	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

DFTA made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>DFTA achieved 32% of the LL129 goal value among micro purchases, representing a 16% M/WBE utilization rate, as compared to the 18% citywide average. In addition, DFTA awarded \$1,543 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 15%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Encourage outreach to M/WBEs by requiring ACCO approval for all micro and P-card purchases that do not have an M/WBE as the suggested vendor</p>	<p>DFTA achieved 56% of the LL129 goal value among small purchases. DFTA small purchase procurement reflected a level of competition of 10 firms or more 64% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Promote contract opportunities to M/WBEs by hosting at least 1 targeted event or workshop</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DFTA has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Add new language to your solicitations encouraging bidders to use M/WBEs as subcontractors and suppliers

Construction	Professional Services	Standard Services	Goods
DFTA did not award construction service contracts subject to LL129.	DFTA did not award professional service contracts subject to LL129.	DFTA did not award standard service contracts subject to LL129.	DFTA did not award goods contracts subject to LL129. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS

DFTA did not award prime contracts with subcontracting goals.

Construction	Professional Services
No construction service prime contracts were awarded with subcontracting goals.	No professional service prime contracts were awarded with subcontracting goals.

M/WBE Program Activities

- ✓ Disseminated M/WBE program information to all agency unit directors and executive staff
- ✓ Held meeting with DFTA senior staff to encourage contracting with M/WBEs
- ✓ Conducted quarterly reviews of M/WBE utilization on prime contracts with subcontracting goals
- ✓ Continued to track current and new contractors to identify firms eligible for certification
- ✓ Encouraged contractors to create joint ventures with certified M/WBEs

Overall Performance

Overall, DFTA awarded 10 M/WBEs 44 prime contracts totaling \$223,139.

Department of Health and Mental Hygiene

DHMH works to improve the health of the City's most vulnerable residents. The Health Department recognizes that social and economic factors are inextricably linked to health and has made great progress in improving the health of all New York City residents. DHMH typically purchases goods such as computer hardware and software, medical supplies, and pharmaceuticals; standard services such as consulting services; and construction services such as plumbing, electrical, and on-call carpentry services.

Procurement Summary

In FY 2010, DHMH awarded 3,019 contracts totaling \$451.7 million. This primarily included awards in contract sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129.

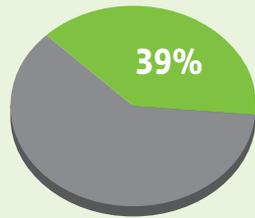
Contracts Subject to LL129

Micro Purchases	884 contracts	\$2.2 million
Small Purchases	468 contracts	\$11.6 million
Contracts through Other Methods	25 contracts	\$7.1 million
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	1,377	\$20.9 million

Value of LL129 Goals

\$6.6 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$6,634,008	\$6,702,099
Actual awarded	\$2,594,771	\$1,211,623
% goal value achieved	39%	18%

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$1,084,921			Actual: \$314,063			% Goal Value Achieved: 29%					
Small Purchases	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$135,489	\$0	0%	\$75,272	\$0	0%	\$248,396	\$99,875	40%
	Standard Services	No citywide goal			\$417,357	\$89,041	21%	\$232,418	\$74,857	32%	\$472,522	\$0	0%
	Goods	\$285,819	\$380,506	133%	\$411,381	\$340,356	83%	\$274,805	\$452,077	165%	\$984,120	\$606,144	62%
Contracts through other methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$383,683	\$140,352	37%	\$213,157.05	\$0	0%	\$703,418.27	\$97,500	14%
	Standard Services	No citywide goal			\$264,498	\$0	0%	\$147,294	\$0	0%	\$299,459	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

DHMH made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>DHMH achieved 29% of the LL129 goal value among micro purchases, representing a 14% M/WBE utilization rate, as compared to the 18% citywide average. In addition, DHMH awarded \$772,549 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 22%.</p> <p>Steps to improve performance in FY 2011: Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>DHMH achieved 58% of the LL129 goal value among small purchases. DHMH small purchase procurement reflected a level of competition of 10 firms or more 74% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Use vendor solicitation reports to ensure M/WBEs are being solicited regularly.</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DHMH has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>DHMH did not award construction service contracts subject to LL129.</p>	<p>DHMH awarded 19 professional service contracts subject to LL129, predominately awarded through Request for Proposal. M/WBEs won 13 contracts outside the purview of LL129 totaling \$1.2 million.</p>	<p>DHMH awarded 6 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 17 contracts outside the purview of LL129 totaling \$2.7 million.</p>	<p>DHMH did not award goods contracts subject to LL129. However, M/WBEs won 4 contracts totaling \$293,313 outside LL129 goal categories. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DHMH did not award prime contracts with subcontracting goals.

<p>Construction No construction service prime contracts were awarded with subcontracting goals.</p>	<p>Professional Services No professional service prime contracts were awarded with subcontracting goals.</p>
--	---

M/WBE Program Activities

- ✓ Provided certification applications to eligible vendors already doing business with the agency
- ✓ Trained executive staff in an effort to gain support from the highest level of the agency
- ✓ Provided ongoing training session on LL129 Implementation and how to use the Online Directory for procurement staff
- ✓ Began a new training program in coordination with SBS to inform P-card users about the program and how to find M/WBE firms
- ✓ Worked with SBS to generate lists of certified M/WBEs capable of bidding on various prime and sub contracts
- ✓ Met with M/WBEs to determine available products/services to target for increased utilization
- ✓ Worked with SBS to implement best practices
- ✓ ACCO presented agency goals and accomplishments to Commissioner/Executive staff
- ✓ Required procurement staff to solicit M/WBE firms for all purchases under \$5,000 including P-card purchases

Overall Performance

Overall, DHMH awarded 96 M/WBEs 275 prime contracts totaling \$6,563,994.

Department of Homeless Services

DHS works to prevent homelessness wherever possible and provides short-term emergency shelter and re-housing support. To this end DHS partners with public agencies and the business and non-profit communities. DHS typically purchases human services; standard services, such as security and transportation services; construction services; and goods such as shelter supplies and IT hardware.

Procurement Summary

In FY 2010, DHS awarded 455 contracts totaling \$547.7 million. This primarily included awards in contract sizes greater than \$1 million or in the human service industry, both of which fall outside the purview of LL129.

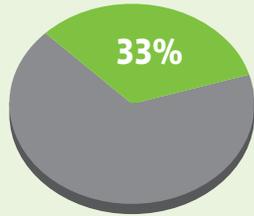
Contracts Subject to LL129

Micro Purchases	119 contracts	\$248,573
Small Purchases	76 contracts	\$14.9 million
Contracts through Other Methods	8 contracts	\$1.6 million
Amount Subject to Subcontract Goals	1 contract	\$599,420
Total value subject to LL129 goals	205 contracts	\$17.3 million

Value of LL129 Goals

\$1.1 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$916,116	\$2,540,393	\$186,779	\$273,759
Actual awarded	\$325,579	\$1,104,673	\$37,850	\$0
% goal value achieved	36%	43%	20%	0%

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$124,286			Actual: \$27,108			% Goal Value Achieved: 22%					
Small Purchases	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal			\$43,317	\$42,890	99%	\$24,122	\$7,725	32%	\$49,042	\$50,000	102%
	Goods	\$44,130	\$16,680	38%	\$63,516	\$69,952	110%	\$42,429	\$27,121	100%	\$151,946	\$84,103	55%
Contracts through other methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			\$138,832	\$0	0%	\$77,313	\$0	0%	\$157,182	\$0	0%
	Goods	Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
Subcontracts**	Construction	\$56,765	\$0	0%	\$75,707	\$37,850	50%	\$54,307	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DHS made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>DHS achieved 22% of the LL129 goal value among micro purchases, representing an 11% M/WBE utilization rate, as compared to the 18% citywide average. In addition, DHS awarded \$165,068 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 23%.</p> <p>Steps to improve performance in FY 2011: Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>DHS achieved 71% of the LL129 goal value among small purchases. DHS small purchase procurement reflected a level of competition of 10 firms or more 57% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS
<p>In this category, DHS has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.</p> <p>Steps to improve performance in FY 2011: Contact SBS to report cases in which M/WBEs are not responding to solicitations</p>

Construction	Professional Services	Standard Services	Goods
DHS did not award construction service contracts subject to LL129. However, M/WBEs won 8 contracts outside the purview of LL129 totaling \$369,855.	DHS did not award professional service contracts subject to LL129.	DHS awarded 7 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won one contract in LL129 goal categories valued at \$151,342.	Too few contracts were awarded to evaluate performance across all goal categories. DHS awarded one goods contract subject to LL129 through Competitive Sealed Bid. An M/WBE won the contract valued at \$93,820. M/WBEs won an additional 3 contracts outside the purview of LL129 totaling \$110,458. In its role as the administrative arm of New York City government, DCAS procures most goods contract valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS				
<p>DHS set its agency subcontracting goals \$220,826 higher than the citywide construction subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.</p> <p>Steps to improve performance in FY 2011: Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly Establish procedures for random spot checking to ensure M/WBE compliance</p>				
<table border="1"> <thead> <tr> <th>Construction</th> <th>Professional Services</th> </tr> </thead> <tbody> <tr> <td>DHS established goals on one construction contract. M/WBEs were awarded \$37,850 by the close of FY 2010. The contract is 50% complete. Additional subcontracts are anticipated in FY 2011.</td> <td>No professional service prime contracts were subject to subcontracting goals.</td> </tr> </tbody> </table>	Construction	Professional Services	DHS established goals on one construction contract. M/WBEs were awarded \$37,850 by the close of FY 2010. The contract is 50% complete. Additional subcontracts are anticipated in FY 2011.	No professional service prime contracts were subject to subcontracting goals.
Construction	Professional Services			
DHS established goals on one construction contract. M/WBEs were awarded \$37,850 by the close of FY 2010. The contract is 50% complete. Additional subcontracts are anticipated in FY 2011.	No professional service prime contracts were subject to subcontracting goals.			

M/WBE Program Activities

- ✓ Encouraged certification by distributing M/WBE information to firms in bid pick-up room
- ✓ Assisted prime contractors in identifying certified M/WBEs
- ✓ Contract officers conducted detail review of M/WBE requirements and subcontract utilization forms, and offered assistance at pre-bid conferences
- ✓ Referred firms to SBS for training and procurement assistance
- ✓ Distributed attendance log at pre-bid conferences to facilitate communication between primes and sub contractors
- ✓ Required purchasing staff to solicit M/WBE firms for all purchases under \$5,000, including the p-card purchases
- ✓ Continued monitoring of program implementation within the agency by M/WBE Task Force to implement internal initiatives, monitor agency performance and train staff on LL129 compliance procedures

Overall Performance

Overall, DHS awarded 28 M/WBEs 42 prime contracts totaling \$957,233. In addition, one M/WBE won \$535,000 in DHS subcontracts.

Department of Youth and Community Development

DYCD provides the City of New York with high quality, efficient youth and family programming. The department administers available city, state and federal funds to strong and effective community-based organizations that are attuned to the needs of the people they serve, and devoted to the highest principles of community service and sound fiscal management. DYCD typically purchases human services, standard services such as transportation, equipment repair and language translation and goods such as IT software and office supplies.

Procurement Summary

In FY 2010, DYCD awarded 2,857 contracts totaling \$230.6 million. DYCD procures a broad range of human service contracts, which fall outside the purview of LL129. DYCD does not procure in the construction industry and therefore does not set construction prime or subcontracting goals.

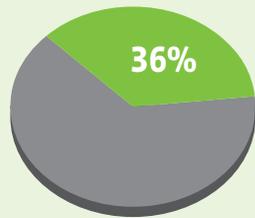
Contracts Subject to LL129

Micro Purchases	125 contracts	\$222,676
Small Purchases	9 contracts	\$146,654
Contracts through Other Methods	2 contracts	\$600,000
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	136 contracts	\$969,331

Value of LL129 Goals

\$138,883

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$138,883	\$551,849
Actual awarded	\$49,808	\$27,895
% goal value achieved	36%	5%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$111,338			Actual: \$25,627			% Goal Value Achieved: 23%					
Small Purchases	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
	Standard Services	No citywide goal		Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Goods	\$4,025	\$0	0%	\$5,793	\$24,181	417%	\$3,870	\$0	0%	\$13,858	\$0
Contracts through other methods*	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
	Standard Services	No citywide goal		No agency spending			No agency spending			No agency spending		
	Goods	No agency spending		No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

DYCD made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>DYCD achieved 23% of the LL129 goal value among micro purchases, representing a 12% M/WBE utilization rate as compared to the 18% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Work with SBS to encourage eligible consultants already doing business with the agency to get certified</p>	<p>DYCD achieved 88% of the LL129 goal value among small purchases. DYCD small purchase procurement reflected a level of competition of 10 firms or more 56% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Promote contract opportunities to M/WBEs by hosting at least 1 targeted event or workshop</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DYCD has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Add new language to your solicitations encouraging bidders to use M/WBEs as subcontractors and suppliers

Construction	Professional Services	Standard Services	Goods
DYCD did not award construction service contracts subject to LL129	Too few contracts were awarded to evaluate performance across all goal categories. DYCD awarded 2 professional service contracts subject to LL129, predominately awarded through Request for Proposal. However, M/WBEs were awarded 2 contracts outside the purview of LL129 totaling \$584,483.	DYCD did not award standard service contracts subject to LL129	DYCD did not award goods contracts subject to LL129. M/WBEs won 4 contracts outside the purview of LL129 totaling \$9,892. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS

DYCD did not award prime contracts with subcontracting goals.

Construction	Professional Services
No construction service prime contracts were awarded with subcontracting goals.	No professional service prime contracts were awarded with subcontracting goals.

M/WBE Program Activities

- ✓ Encouraged certification by distributing M/WBE program brochures to vendors
- ✓ Met with M/WBE Vendors one-on-one
- ✓ Offered debriefing sessions to unsuccessful bidders/proposers
- ✓ Encouraged contractors to create joint ventures with certified M/WBEs
- ✓ Encouraged the IT Department to increase solicitation of M/WBEs through State contracts

Overall Performance

Overall, DYCD awarded 15 M/WBEs 22 prime contracts totaling \$644,183.

Human Resources Administration

HRA provides temporary assistance to individuals and families with social service and economic needs, helping them in reaching self-sufficiency.

HRA typically purchases human services; standard services such as equipment maintenance, process servers, transportation, janitorial, security, painting, clerical and messenger services; and professional services, such as IT and business consulting and audit services.

Procurement Summary

In FY 2010, HRA awarded 1,055 contracts totaling \$469.1 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129.

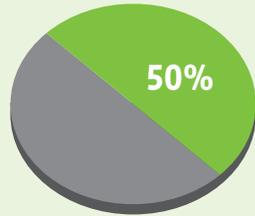
Contracts Subject to LL129

Micro Purchases	533 contracts	\$850,989
Small Purchases	119 contracts	\$4.1 million
Contracts through Other Methods	20 contracts	\$4.7 million
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	672 contracts	\$9.7 million

Value of LL129 Goals

\$2.7 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$2,663,230	\$3,188,489
Actual awarded	\$1,329,481	\$2,247,696
% goal value achieved	50%	70%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$425,495			Actual: \$349,211			% Goal Value Achieved: 82%					
Small Purchases	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		\$58,791	\$0	0%	\$32,662	\$0	0%	\$107,784	\$99,999	93%
	Standard Services	No citywide goal		\$190,305	\$146,115	77%	\$105,977	\$86,378	82%	\$215,459	\$96,100	45%
	Goods	\$69,913	\$37,309	53%	\$100,626	\$12,640	13%	\$67,219	\$96,340	143%	\$240,721	\$106,901
Contracts through other methods*	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		\$309,328	\$298,488	96%	\$171,849	\$0	0%	\$567,101	\$0	0%
	Standard Services	No citywide goal		Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
	Goods	No agency spending		No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

HRA made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>HRA achieved 82% of the LL129 goal value among micro purchases, representing a 41% M/WBE utilization rate as compared to the 18% citywide average. In addition, HRA awarded \$5,870 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 41%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Institute mandatory LL129 and Online Directory training for all new P-Card users Continue the strong performance in micro purchase M/WBE utilization</p>	<p>HRA achieved 57% of the LL129 goal value among small purchases. HRA small purchase procurement reflected a level of competition of 10 firms or more 70% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of new M/WBE winners</p>

CONTRACTS THROUGH OTHER METHODS

In this category, HRA has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Promote contract opportunities to M/WBEs by hosting at least 1 targeted event or workshop

Construction	Professional Services	Standard Services	Goods
<p>HRA did not award construction service contracts subject to LL129</p>	<p>HRA awarded 18 professional service contracts subject to LL129, predominately awarded through Request for Proposal. M/WBEs won 8 contracts in LL129 goal categories totaling \$992,388 and 27 contracts totaling \$5.3 million overall.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. HRA awarded 2 standard service contracts subject to LL129 through Competitive Sealed Bid. However, M/WBEs were awarded 7 contracts outside the purview of LL129 totaling \$4.7 million.</p>	<p>HRA did not award goods contracts subject to LL129. However, M/WBEs won 2 contracts outside the purview of LL129 totaling \$24,006. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

HRA did not award prime contracts with subcontracting goals.

Construction	Professional Services
<p>No construction service prime contracts were awarded with subcontracting goals.</p>	<p>No professional service prime contracts were awarded with subcontracting goals.</p>

M/WBE Program Activities

- ✓ Advertised all formal solicitations in minority publications
- ✓ Distributed SBS M/WBE certification applications at pre-bid conferences
- ✓ Worked with SBS to increase solicitation of M/WBE vendors
- ✓ Required ACCO approval when awarding contracts to non M/WBE vendors
- ✓ Created a list of resources including M/WBE directories from other jurisdictions and professional organizations

Overall Performance

Overall, HRA awarded 80 M/WBEs 350 prime contracts totaling \$11,390,959.

Department of Buildings

DOB ensures the safe and lawful use of buildings and properties by enforcing the building code and zoning regulation. DOB typically purchases goods such as IT software and office supplies and standard services such as materials testing, printer maintenance, and license examination services.

Procurement Summary

In FY 2010, DOB awarded 182 contracts totaling \$22.1 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. DOB rarely procures contracts in the construction sector and therefore does not set LL129 construction prime or subcontracting goals.

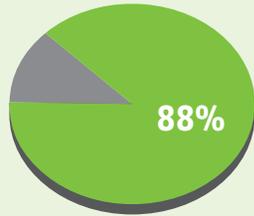
Contracts Subject to LL129

Micro Purchases	85 contracts	\$140,291
Small Purchases	32 contracts	\$774,612
Contracts through Other Methods	2 contracts	\$877,050
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	119 contracts	\$1.8 million

Value of LL129 Goals

\$297,438

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$297,438	\$664,522
Actual awarded	\$261,303	\$386,613
% goal value achieved	88%	58%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$70,145			Actual: \$17,505			% Goal Value Achieved: 25%					
Small Purchases	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		\$19,019	\$0	0%	\$10,566	\$0	0%	\$34,869	\$12,940	37%
	Standard Services	No citywide goal		\$32,125	\$117,946	367%	\$17,890	\$30,636	171%	\$36,371	\$9,800	27%
	Goods	\$11,171	\$8,395	75%	\$16,078	\$0	0%	\$10,740	\$10,000	93%	\$38,462	\$54,081
Contracts through other methods*	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Goods	No agency spending			No agency spending			No agency spending			No agency spending	

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

DOB made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DOB achieved 25% of the LL129 goal value among micro purchases, representing a 12% M/WBE utilization rate as compared to the 18% citywide average. In addition, DOB awarded \$44,820 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 18%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Encourage outreach to M/WBEs by requiring ACCO approval for all micro and P-card purchases that do not have an M/WBE as the suggested vendor</p>	<p>DOB achieved 107% of the LL129 goal value among small purchases. DOB small purchase procurement reflected a level of competition of 10 firms or more 59% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DOB has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>DOB did not award construction service contracts subject to LL129.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DOB awarded one professional service contract subject to LL129 through Competitive Sealed Bid. M/WBEs won one contract outside the purview of LL129 valued at \$142,500.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DOB awarded one standard service contract subject to LL129 through a Negotiated Acquisition.</p>	<p>DOB did not award goods contracts subject to LL129. However, M/WBEs won 3 contracts outside the purview of LL129 totaling \$7,851. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DOB did not award prime contracts with subcontracting goals.

Construction	Professional Services
<p>No construction service prime contracts were awarded with subcontracting goals.</p>	<p>No professional service prime contracts were awarded with subcontracting goals.</p>

M/WBE Program Activities

- ✓ Included information on LL129 in all solicitations
- ✓ Distributed information about DOB procurement opportunities to M/WBEs

Overall Performance

Overall, DOB awarded 22 M/WBEs 33 prime contracts totaling \$421,654.

Department of Citywide Administrative Services

DCAS provides critical resources to City agencies by helping them manage their personnel, facilities, real estate, procurement and security needs so that the City can effectively function and provide the best possible services to the public. DCAS typically purchases construction and construction related services; standard services such as security services; and goods such as uniforms, janitorial equipment & supplies, books, motor vehicle parts and IT software and hardware.

Procurement Summary

In FY 2010, DCAS awarded 2,098 contracts totaling \$1.8 billion. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. The Division of Municipal Supply Services procures the City's requirements contracts for various goods including office supplies.

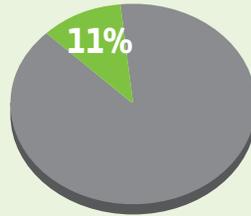
Contracts Subject to LL129

Micro Purchases	854 contracts	\$1.6 million
Small Purchases	180 contracts	\$7.2 million
Contracts through Other Methods	353 contracts	\$8.9 million
Amount Subject to Subcontract Goals	24 contracts	\$23.2 million
Total value subject to LL129 goals	1,411 contracts	\$121.4 million

Value of LL129 Goals

\$41.1 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$33,882,311	\$27,544,906	\$7,209,108	\$4,236,698
Actual awarded	\$3,175,673	\$2,557,863	\$1,547,546	\$2,745,521
% goal value achieved	9%	9%	21%	65%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$815,141			Actual: \$918,380			% Goal Value Achieved: 113%					
Small Purchases	Construction	No citywide goal		\$65,171	\$95,000	146%	\$46,750	So	0%	No citywide goal		
	Professional Services	No citywide goal		\$4,178	\$6,000	144%	\$2,321	So	0%	\$7,659	So	0%
	Standard Services	No citywide goal		\$248,911	\$99,000	40%	\$138,613	So	0%	\$281,811	So	0%
	Goods	\$202,097	\$590,122	292%	\$290,880	\$80,464	28%	\$194,309	\$113,500	58%	\$695,853	\$307,574
Contracts through other methods*	Construction	No citywide goal		\$314,580	\$161,974	51%	\$225,661	So	0%	No citywide goal		
	Professional Services	No citywide goal		No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal		\$447,655	So	0%	\$249,290.00	So	0%	\$506,825	So	0%
	Goods	\$4,258,460	\$24,534	1%	\$6,129,229	So	0%	\$4,094,358	\$99,570	2%	\$14,662,559	\$679,556
Subcontracts**	Construction	\$1,653,332	\$17,000	1%	\$2,205,025	\$1,339,296	61%	\$1,581,752	\$52,000	3%	No citywide goal	
	Professional Services	No citywide goal		\$522,000	So	0%	\$290,000	So	0%	\$957,000	\$139,250	15%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DCAS made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DCAS achieved 113% of the LL129 goal value among micro purchases, representing a 56% M/WBE utilization rate as compared to the 18% citywide average. In addition, DCAS awarded \$142,666 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 57%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue the strong performance in micro purchase M/WBE utilization</p>	<p>DCAS achieved 59% of the LL129 goal value among small purchases. DCAS small purchase procurement reflected a level of competition of 10 firms or more 85% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of M/WBE award winners</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DCAS has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Increase the transparency of contract opportunities by conducting losing bid/proposal debriefings with M/WBE bidders

Construction	Professional Services	Standard Services	Goods
<p>DCAS awarded 5 construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 1 contract within LL129 categories totaling \$161,974 and 30 contracts totaling \$1.2 million overall.</p>	<p>DCAS did not award professional service contracts subject to LL129. However, M/WBEs won 3 contracts outside the purview of LL129 totaling \$210,000.</p>	<p>DCAS awarded 8 standard service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won one contract outside the purview of LL129 valued at \$5,550.</p>	<p>In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies. DCAS awarded 340 goods contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 7 contracts within LL129 categories totaling \$803,660 and 28 contracts totaling \$2.9 million</p>

SUBCONTRACTS

DCAS set its agency subcontracting goals \$703,674 higher than the citywide construction subcontracting goals and \$29,000 higher than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
 Establish procedures for random spot checking to ensure M/WBE compliance

Construction	Professional Services
<p>DCAS established goals on 19 construction contracts. No subcontracts were awarded by the end of FY 2010. Subcontracts will occur in FY 2011 and FY 2012.</p>	<p>DCAS established goals on 5 professional service contracts. No subcontracts were awarded by the end of FY 2010. Subcontracts will occur in FY 2011 and FY 2012.</p>

M/WBE Program Activities

- ✓ Created a new section on DCAS website devoted to providing information on the M/WBE program, including information on upcoming contract opportunities, recent awards, bid tabulations and identifies the contracts which have M/WBE subcontracting utilization goals
- ✓ Required ACCO approval when awarding micro purchases to non M/WBE vendors and achieved 50% M/WBE utilization
- ✓ Reported on micro and small purchases by division to Executive office to promote accountability
- ✓ Provided in-house training to agency program staff on monitoring requirements for LL129 and subcontracts
- ✓ Co-instructed two citywide agency training sessions focused on best practices for M/WBE Utilization on micro and small purchases and subcontracts
- ✓ Advertised solicitations in minority publications
- ✓ Trained prime contractors on LL129 program and how to fill out subcontracting forms
- ✓ Conducted pre-award meetings with all award winners that had contracts with subcontracting goals
- ✓ Referred prime contractors to SBS for assistance in locating M/WBE subcontractors
- ✓ Worked closely with potential M/WBE subcontractors to assist with any issues preventing them from being approved to work on DCAS projects

Overall Performance

Overall, DCAS awarded 130 M/WBEs 619 prime contracts totaling \$17,716,363. In addition, 11 M/WBEs won \$2,867,600 in DCAS subcontracts.

Department of Design and Construction

DDC manages the City's major capital construction projects. The Department uses in-house resources, private consultants and contractors to perform design and construction services. DDC typically purchases professional services such as engineering, design and construction management services; goods, such as furniture; and construction services such as HVAC, plumbing and electrical services. Subcontracting opportunities include painting, asbestos abatement, carpentry, masonry, demolition and excavation.

Procurement Summary

In FY 2010, DDC awarded 1,313 contracts totaling \$2.2 billion. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. DDC rarely procures in the standard service industry and therefore does not set LL129 standard service goals. The large contract sizes, specialized work, and state and federal funding sources preclude many of DDC's construction and professional service procurements from LL129 goals. However, city certified firms who qualify under state and federal M/WBE or DBE programs participate in DDC's subcontracting opportunities.

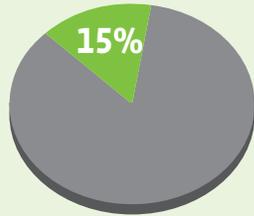
Contracts Subject to LL129

Micro Purchases	299 contracts	\$592,209
Small Purchases	58 contracts	\$1.4 million
Contracts through Other Methods	33 contracts	\$21.1 million
Amount Subject to Subcontract Goals	136 contracts	\$476.7 million
Total value subject to LL129 goals	526 contracts	\$499.7 million

Value of LL129 Goals

\$153.8 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$5,384,388	\$7,061,601	\$148,434,781	\$40,998,691
Actual awarded	\$1,807,218	\$103,197	\$21,521,938	\$8,095,877
% goal value achieved	34%	1%	14%	20%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$296,105			Actual: \$65,290			% Goal Value Achieved: 22%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$25,626	\$6,400	25%	\$14,237	\$0	0%	\$46,981	\$0	0%
	Standard Services	No citywide goal			\$62,013	\$7,210	12%	\$34,534	\$47,372	137%	\$70,209	\$37,249	53%
	Goods	\$22,723	\$37,600	165%	\$32,706	\$18,759	57%	\$21,848	\$8,458	39%	\$78,240	\$29,899	38%
Contracts through other methods*	Construction	No citywide goal			\$2,109,028	\$620,201	29%	\$1,512,890	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$311,975	\$0	0%	\$173,319.55	\$0	0%	\$571,955	\$928,780	162%
	Standard Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$43,680,083	\$7,130,608	16%	\$58,255,485	\$9,925,699	17%	\$41,788,970	\$4,017,139	10%	No citywide goal		
	Professional Services	No citywide goal			\$1,389,908	\$198,492	14%	\$772,171	\$0	0%	\$2,548,164	\$250,000	10%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DDC made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES

DDC achieved 22% of the LL129 goal value among micro purchases, representing an 11% M/WBE utilization rate as compared to the 18% citywide average.

Steps to improve performance in FY 2011:

Regularly contact SBS for assistance in identifying qualified M/WBEs

SMALL PURCHASES

DDC achieved 47% of the LL129 goal value among small purchases. DDC small purchase procurement reflected a level of competition of 10 firms or more 95% of the time, as compared to the 63% citywide average.

Steps to improve performance in FY 2011:

Increase the number of M/WBEs solicited for small purchases

CONTRACTS THROUGH OTHER METHODS

In this category, DDC has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Increase the transparency of contract opportunities by conducting losing bid/proposal debriefings with M/WBE bidders

Construction

DDC awarded 28 construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 2 contracts in LL129 goal categories totaling \$620,201 and 82 contracts totaling \$29.4 million overall.

Professional Services

DDC awarded 4 professional service contracts subject to LL129 through Request for Proposal. M/WBEs won 1 contract in LL129 goal categories totaling \$928,780 and 20 contracts valued at \$36.7 million overall.

Standard Services

Too few contracts were awarded to evaluate performance across all goal categories. DDC awarded one standard service contracts subject to LL129 through Competitive Sealed Bid.

Goods

DDC did not award goods contracts subject to LL129. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS

DDC set its agency subcontracting goals \$50,448,006 higher than the citywide construction subcontracting goals and \$3,782,164 higher than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
Establish procedures for random spot checking to ensure M/WBE compliance

Construction

DDC established goals on 103 construction contracts. Two additional contracts had state or federal goals. M/WBEs were awarded \$21.1 million in goal categories by the end of FY 2010. Additional subcontracts are anticipated in FY 2011.

Professional Services

DDC established goals on 33 professional service contracts. M/WBEs were awarded \$448,492 by the end of FY 2010. Additional subcontracts are anticipated in FY 2011.

M/WBE Program Activities

- ✓ Procurement office conducted agency staff training on M/WBE initiatives
- ✓ Provided link to M/WBE program information on agency website
- ✓ Posted M/WBE goals for specific projects on website
- ✓ Posted preliminary bid results and plan holders list to agency website

Overall Performance

Overall, DDC awarded 59 M/WBEs 149 prime contracts totaling \$66,389,792. In addition, 137 M/WBEs won \$73,536,699 in DDC subcontracts.

Department of Environmental Protection

DEP manages the City's water supply, protecting the environmental health, welfare and natural resources of the City and its residents.

DEP typically purchases professional services, including design consultant and engineering services; construction services, including heavy construction; goods such as paint, safety equipment and supplies; and standard services such as maintenance and repair services. Subcontracting opportunities available through DEP include IT consulting and construction trades.

Procurement Summary

In FY 2010, DEP awarded 5,420 contracts totaling \$2.4 billion. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. The large contract sizes, specialized work, and state and federal funding sources preclude many of DEP's construction and professional service procurements from LL129 goals. However, city certified firms who qualify under state and federal M/WBE or DBE programs participate in DEP's subcontracting opportunities and continue to win contracts with DEP.

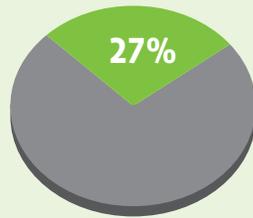
Contracts Subject to LL129

Micro Purchases	2,970 contracts	\$8.9 million
Small Purchases	250 contracts	\$8.6 million
Contracts through Other Methods	28 contracts	\$15.8 million
Amount Subject to Subcontract Goals	2 contracts	\$2 million
Total value subject to LL129 goals	3,250 contracts	\$35.3 million

Value of LL129 Goals

\$11.0 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$10,378,553	\$16,389,573	\$617,920	\$1,609,217
Actual awarded	\$2,997,755	\$2,263,911	\$0	\$75,000
% goal value achieved	29%	14%	0%	5%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$4,452,045			Actual: \$2,269,213			% Goal Value Achieved: 51%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$14,850	\$0	0%	\$8,250	\$0	0%	\$27,225	\$0	0%
	Standard Services	No citywide goal			\$413,951	\$299,000	72%	\$230,521	\$60,309	26%	\$468,666	\$20,000	4%
	Goods	\$204,593	\$18,290	9%	\$294,473	\$116,000	39%	\$196,709	\$0	0%	\$704,448	\$214,943	31%
Contracts through other methods*	Construction	No citywide goal			\$321,283	\$0	0%	\$230,469	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Standard Services	No citywide goal			\$1,045,373	\$0	0%	\$582,147	\$0	0%	\$1,183,548	\$0	0%
	Goods	Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
Subcontracts**	Construction	\$113,640	\$0	0%	\$151,560	\$0	0%	\$108,720	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$72,000	\$0	0%	\$40,000	\$0	0%	\$132,000	\$0	0%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DEP made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DEP achieved 51% of the LL129 goal value among micro purchases, representing a 25% M/WBE utilization rate as compared to the 18% citywide average. In addition, DEP awarded \$194,017 to M/WBEs in P-card purchases, for a combined utilization of 24%.</p> <p>Steps to improve performance in FY 2011: Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>DEP achieved 28% of the LL129 goal value among small purchases. DEP small purchase procurement reflected a level of competition of 10 firms or more 96% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DEP has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>DEP awarded 4 construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 31 contracts outside of the purview of LL129 totaling \$41.2 million.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DEP awarded 3 professional service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 1 contract within LL129 goal categories totaling \$595,250 and 7 contracts valued at \$10.6 million overall</p>	<p>DEP awarded 20 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 4 contracts outside the purview of LL129 totaling \$6,032.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DEP awarded one goods contracts subject to LL129 through Negotiated Acquisition. M/WBEs won 10 contracts outside the purview of LL129 totaling \$1.1 million. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DEP set its agency subcontracting goals \$1,920 lower than the citywide construction subcontracting goals and \$4,000 lower than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
Establish procedures for random spot checking to ensure M/WBE compliance

Construction	Professional Services
<p>DEP established goals on one construction contract. 60 additional contracts had state or federal goals. No M/WBEs were awarded contracts in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>	<p>DEP established goals on one professional service contract. No M/WBEs were awarded contracts in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>

M/WBE Program Activities

- ✓ Procurement office held bi-monthly M/WBE utilization compliance reviews
- ✓ Conducted ongoing meetings with field reps and buyers to discuss program issues and aid implementation
- ✓ Held prevailing wage meetings with resident engineers that included info on M/WBE program
- ✓ Reached out to M/WBEs that were not previously solicited on micro and small purchases
- ✓ Discussed the M/WBE requirements at pre-bid meetings and offered help on LL129 program implementation
- ✓ Held one-on-one meetings with certified firms wanting to do business with the agency
- ✓ Estimated over \$100 million in subcontracts were awarded to certified firms through New York State M/WBE program goals

Overall Performance

Overall, DEP awarded 129 M/WBEs 832 prime contracts totaling \$56,012,696. In addition, 98 M/WBEs won \$156,901,562 in DEP subcontracts.

Department of Information Technology and Telecommunications

DoITT oversees the City's use of existing and emerging technologies in government operations, and its delivery of services to the public. DoITT typically purchases goods such as audio visual equipment and IT software and hardware; standard services such as cleaning services and HVAC; and professional services such as IT consulting services.

Procurement Summary

In FY 2010, DoITT awarded 381 contracts totaling \$528.6 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. DoITT did not procure in the construction industry in FY 2010.

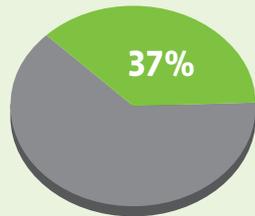
Contracts Subject to LL129

Micro Purchases	147 contracts	\$288,068
Small Purchases	48 contracts	\$1.5 million
Contracts through Other Methods	9 contracts	\$2.2 million
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	204 contracts	\$4.0 million

Value of LL129 Goals

\$1.2 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$1,154,668	\$1,096,243
Actual awarded	\$430,916	\$372,986
% goal value achieved	37%	34%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$144,034			Actual: \$77,022			% Goal Value Achieved: 53%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$18,850	\$0	0%	\$10,472	\$0	0%	\$34,558	\$0	0%
	Standard Services	No citywide goal			\$62,489	\$0	0%	\$34,799	\$25,000	72%	\$70,749	\$0	0%
	Goods	\$31,638	\$52,322	165%	\$45,536	\$57,308	126%	\$30,419	\$197,963	651%	\$108,934	\$21,301	20%
Contracts through other methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$18,068	\$0	0%	\$10,038	\$0	0%	\$33,124	\$0	0%
	Standard Services	No citywide goal			\$186,296	\$0	0%	\$103,744	\$0	0%	\$210,920	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

DoITT made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DoITT achieved 53% of the LL129 goal value among micro purchases, representing a 27% M/WBE utilization rate as compared to the 18% citywide average. In addition, DoITT awarded \$2,382 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 24%.</p> <p>Steps to improve performance in FY 2011: Continue seeking opportunities to expand the pool of new M/WBE winners</p>	<p>DoITT achieved 79% of the LL129 goal value among small purchases. DoITT small purchase procurement reflected a level of competition of 10 firms or more 85% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DoITT has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>DoITT did not award construction service contracts subject to LL129.</p>	<p>DoITT awarded 4 professional service contracts subject to LL129, predominately awarded through Negotiated Acquisition. M/WBEs won 15 contracts outside the purview of LL129 totaling \$3.0 million.</p>	<p>DoITT awarded 5 standard service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won one contract outside the purview of LL129 valued at \$74,916</p>	<p>DoITT did not award goods contracts subject to LL129. However, M/WBEs won 5 contracts outside the purview of LL129 totaling \$36.8 million. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies</p>

SUBCONTRACTS

DoITT did not award prime contracts with subcontracting goals.

Construction	Professional Services
<p>No construction service prime contracts were awarded with subcontracting goals.</p>	<p>No professional service prime contracts were awarded with subcontracting goals.</p>

M/WBE Program Activities

- ✓ Encouraged State certified M/WBE vendors (from New York State Office of General Services) to become certified with SBS
- ✓ Utilized the SBS Online Directory to create mailing lists for bids and proposals
- ✓ Advertised in minority focused publications
- ✓ Sent SBS procurement opportunities for distribution to M/WBE firms
- ✓ Referred losing M/WBE bidders to SBS for technical assistance

Overall Performance

Overall, DoITT awarded 29 M/WBEs 69 prime contracts totaling \$40,304,434. In addition, 2 M/WBEs won \$3,985,000 in DoITT subcontracts.

Department of Parks & Recreation

DPR is responsible for the maintenance and operation of the city's municipal park system, which encompasses more than 28,000 acres of parks, playgrounds, athletic fields, tennis courts, swimming pools, recreational centers, beaches, golf courses, ice rinks, marinas and zoos. DPR typically purchases construction services such as building, facility, and playground construction; standard services such as landscaping, tree planting and pruning, auto maintenance, and bus transportation; and goods such as IT equipment and uniforms.

Procurement Summary

In FY 2010, DPR awarded 3,487 contracts totaling \$522.7 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129.

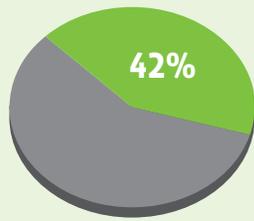
Contracts Subject to LL129

Micro Purchases	2,069 contracts	\$4.4 million
Small Purchases	390 contracts	\$7.4 million
Contracts through Other Methods	90 contracts	\$44.6 million
Amount Subject to Subcontract Goals	115 contracts	\$73.9 million
Total value subject to LL129 goals	2,664 contracts	\$130.2 million

Value of LL129 Goals

\$37.2 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$14,221,922	\$24,784,746	\$23,005,298	\$6,928,671
Actual awarded	\$4,192,414	\$5,598,780	\$11,356,909	\$7,021,347
% goal value achieved	29%	23%	49%	101%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$2,184,521			Actual: \$826,544			% Goal Value Achieved: 38%						
Small Purchases	Construction	No citywide goal			\$29,764	\$0	0%	\$21,351	\$111,800	524%	No citywide goal		
	Professional Services	No citywide goal			\$44,761	\$0	0%	\$24,867	\$0	0%	\$82,061	\$0	0%
	Standard Services	No citywide goal			\$214,399	\$70,095	33%	\$119,395	\$0	0%	\$242,738	\$17,895	7%
	Goods	\$223,759	\$58,031	26%	\$322,058	\$212,431	66%	\$215,137	\$98,614	46%	\$770,439	\$509,691	66%
Contracts through other methods*	Construction	No citywide goal			\$5,380,372	\$0	0%	\$3,859,555	\$2,287,312	59%	No citywide goal		
	Professional Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			\$181,009	\$0	0%	\$100,800.49	\$0	0%	\$204,935	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$6,546,729	\$3,426,212	52%	\$8,731,277	\$5,979,448	68%	\$6,263,291	\$1,951,249	31%	No citywide goal		
	Professional Services	No citywide goal			\$432,000	\$0	0%	\$240,000	\$0	0%	\$792,000	\$0	0%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DPR made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DPR achieved 38% of the LL129 goal value among micro purchases, representing a 19% M/WBE utilization rate as compared to the 18% citywide average. In addition, DPR awarded \$25,669 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 16%.</p> <p>Steps to improve performance in FY 2011: Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>DPR achieved 47% of the LL129 goal value among small purchases. DPR small purchase procurement reflected a level of competition of 10 firms or more 88% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DPR has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>DPR awarded 84 construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 6 contracts in LL129 goal categories totaling \$2.3 million and 29 contracts valued at \$52.8 million overall.</p>	<p>DPR did not award professional service contracts subject to LL129. However, M/WBEs won 13 contracts outside the purview of LL129 totaling \$4.8 million.</p>	<p>DPR awarded 6 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won one contract outside the purview of LL129 valued at \$178,605.</p>	<p>DPR did not award goods contracts subject to LL129. However, M/WBEs won 13 contracts outside the purview of LL129 totaling \$129,447. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DPR set its agency subcontracting goals \$3,110,941 higher than the citywide construction subcontracting goals and \$24,000 lower than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
Establish procedures for random spot checking to ensure M/WBE compliance

<p>Construction</p> <p>DPR established goals on 107 construction contracts. 5 additional contracts had state or federal subcontracting goals. M/WBEs were awarded \$11.4 million in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>	<p>Professional Services</p> <p>DPR established goals on 8 professional service contracts. No M/WBE subcontracts were awarded in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>
--	---

M/WBE Program Activities

- ✓ Made certification applications available in the area where vendors pick up bid-documents
- ✓ Reached out to small vendors potentially eligible for certification
- ✓ Conducted extensive outreach to encourage M/WBE firms to submit proposals for the Design Excellence Contracts for Architectural and Landscape Architectural Design work
- ✓ Worked with SBS to identify potential subcontractors and sub-consultants for referral to agency prime bidders/proposers
- ✓ Conducted quarterly meetings with procurement staff to monitor M/WBE utilization
- ✓ Developed enhanced measures for encouraging and monitoring prime contractor compliance with M/WBE subcontractor utilization plans
- ✓ Trained staff regularly in-house on M/WBE program, compliance requirements, and utilization
- ✓ Developed new forms and procedures for tracking M/WBE participation and payments

Overall Performance

Overall, DPR awarded 123 M/WBEs 458 prime contracts totaling \$59,786,029. In addition, 96 M/WBEs won \$16,681,007 in DPR subcontracts.

Department of Sanitation

DSNY provides waste collection and disposal services to the City of New York. DSNY typically purchases standard services such as cleaning and janitorial services, waste hauling, and export services; professional services such as medical testing and construction management; construction services such as electrical, plumbing, HVAC, and general construction; and goods such as building and automotive supplies, office supplies, tools, and lumber.

Procurement Summary

In FY 2010, DSNY awarded 2664 contracts totaling \$1.4 billion. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129.

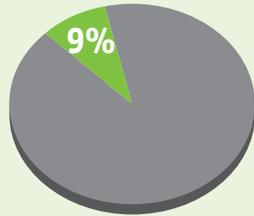
Contracts Subject to LL129

Micro Purchases	2230 contracts	\$4.2 million
Small Purchases	117 contracts	\$5.7 million
Contracts through Other Methods	17 contracts	\$5.6 million
Amount Subject to Subcontract Goals	13 contracts	\$37.4 million
Total value subject to LL129 goals	2377 contracts	\$52.8 million

Value of LL129 Goals

\$16.7 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$5,086,522	\$5,189,197	\$11,627,468	N/A
Actual awarded	\$1,442,871	\$868,107	\$101,700	N/A
% goal value achieved	28%	17%	1%	N/A

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$2,093,684			Actual: \$585,325			% Goal Value Achieved: 28%					
Small Purchases	Construction	No citywide goal			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$22,435	\$0	0%	\$12,464	\$0	0%	\$41,130	\$0	0%
	Standard Services	No citywide goal			\$243,149	\$62,000	25%	\$135,405	\$15,475	11%	\$275,288	\$0	0%
	Goods	\$136,888	\$9,650	7%	\$197,023	\$67,560	34%	\$131,612	\$10,004	8%	\$471,326	\$283,413	60%
Contracts through other methods*	Construction	No citywide goal			\$232,495	\$259,964	112%	\$166,778	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			\$344,673	\$149,480	43%	\$191,942	\$0	0%	\$390,232	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$3,361,595	\$0	0%	\$4,483,310	\$23,700	1%	\$3,216,056	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$167,166	\$21,000	13%	\$92,870	\$0	0%	\$306,471	\$57,000	19%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DSNY made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DSNY achieved 28% of the LL129 goal value among micro purchases, representing a 14% M/WBE utilization rate as compared to the 18% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Promote contract opportunities to M/WBEs by hosting at least 1 targeted event per year</p>	<p>DSNY achieved 27% of the LL129 goal value among small purchases. DSNY small purchase procurement reflected a level of competition of 10 firms or more 75% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DSNY has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>DSNY awarded 5 construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 1 contract in LL129 goal categories totaling \$259,964 and 38 contracts totaling \$2.3 million overall.</p>	<p>DSNY did not award professional service contracts subject to LL129.</p>	<p>DSNY awarded 12 standard service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won one contract valued at \$149,480 in LL129 goal categories and 2 contracts valued at \$156,840 overall.</p>	<p>DSNY did not award goods contracts subject to LL129. M/WBEs won 6 contracts valued at \$81,079 outside the purview of LL129. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DSNY set its agency subcontracting goals \$56,796 lower than the citywide construction subcontracting goals and \$9,287 higher than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly

Construction	Professional Services
<p>DSNY established goals on 12 construction contracts. M/WBEs were awarded \$23,700 in goal categories by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 and FY 2012.</p>	<p>DSNY established goals on 1 professional service contracts. M/WBEs were awarded \$78,000 in goal categories by the end of FY 2010. Additional subcontracts are anticipated in FY 2011 or have yet to be identified by the prime contractor.</p>

M/WBE Program Activities

- ✓ Mailed certified M/WBEs an invitation to bid on all CSBs & RFPs over \$1 million
- ✓ Shared DSNY collected vendor information with other city agencies, specifically DEP and DCAS
- ✓ Advertised competitive sealed bid contracts and RFP's in minority publications
- ✓ Contacted winning bidders to encourage them to certify and/or work with certified suppliers and subcontractors
- ✓ Required that all small and micro purchases go through a procedural checklist to be submitted to the ACCO office for tracking
- ✓ Followed up on contacts from networking events by forwarding their information to buyers across the agency
- ✓ Encouraged bid follow-up meetings whenever a solicitation received "no bids" from M/WBE vendors to ascertain the reason(s) for no bid, and encourage losing vendors to find out the winning bid
- ✓ Followed up on non-responsive M/WBEs by forwarding findings to SBS
- ✓ Informed SBS of situations where an M/WBE who wins a contract fails to deliver
- ✓ Provide in-house training to bureau contracting staff semi-annually

Overall Performance

Overall, DSNY awarded 81 M/WBEs 391 prime contracts totaling \$3,720,012. In addition, 14 M/WBEs won \$3,661,250 in DSNY subcontracts.

Department of Transportation

DOT manages much of the City's transportation infrastructure, including city streets, highways, sidewalks, and bridges.

DOT typically purchases construction services, standard services, such as municipal garage management and vehicle maintenance; and goods such as, electrical supplies, time clocks, tires & tools for auto body repair, and office supplies.

Procurement Summary

In FY 2010, DOT awarded 1,514 contracts totaling \$1.7 billion. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. The large contract sizes, specialized work, and state and federal funding sources preclude many of DOT's construction and professional service procurements from LL129 goals. However, city certified firms who qualify under state and federal M/WBE or DBE programs participate in DOT's subcontracting opportunities and continue to win contracts with DOT.

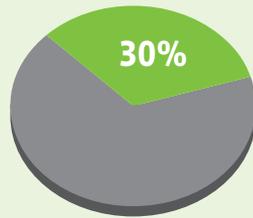
Contracts Subject to LL129

Micro Purchases	704 contracts	\$2.2 million
Small Purchases	283 contracts	\$10.1 million
Contracts through Other Methods	16 contracts	\$8.1 million
Amount Subject to Subcontract Goals	15 contracts	\$9.5 million
Total value subject to LL129 goals	1,018 contracts	\$29.9 million

Value of LL129 Goals

\$8.7 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$5,750,371	\$6,421,888	\$2,938,564	\$3,347,090
Actual awarded	\$2,128,741	\$940,427	\$444,624	\$5,417,593
% goal value achieved	37%	15%	15%	162%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$1,077,302			Actual: \$121,919			% Goal Value Achieved: 11%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$15,620	\$0	0%	\$8,678	\$0	0%	\$28,636	\$0	0%
	Standard Services	No citywide goal			\$312,661	\$25,000	8%	\$174,115	\$52,350	30%	\$353,988	\$75,000	21%
	Goods	\$341,624	\$371,160	109%	\$491,701	\$151,458	31%	\$328,459	\$303,006	92%	\$1,176,265	\$1,028,848	87%
Contracts through other methods*	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal			\$535,995	\$0	0%	\$298,484.84	\$0	0%	\$606,842	\$0	0%
	Goods	Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
Subcontracts**	Construction	\$662,294	\$0	0%	\$883,292	\$0	0%	\$633,620	\$270,250	43%	No citywide goal		
	Professional Services	No citywide goal			\$224,073	\$60,309	27%	\$124,485	\$96,667	78%	\$410,800	\$17,397	4%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DOT made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DOT achieved 11% of the LL129 goal value among micro purchases, representing a 6% M/WBE utilization rate as compared to the 18% citywide average. In addition, DOT awarded \$270,744 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 8%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>DOT achieved 62% of the LL129 goal value among small purchases. DOT small purchase procurement reflected a level of competition of 10 firms or more 89% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DOT has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Use vendor solicitation reports to ensure M/WBEs are being solicited regularly

Construction	Professional Services	Standard Services	Goods
<p>Too few contracts were awarded to evaluate performance across all goal categories. DOT awarded one construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 5 contracts outside the purview of LL129 totaling \$30.5 million.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DOT awarded one professional service contracts subject to LL129, procured through Request for Proposal. M/WBEs won 6 contracts outside the purview of LL129 totaling \$2.1 million.</p>	<p>DOT awarded 13 standard service contracts subject to LL129, predominately awarded through Competitive Sealed Bid. M/WBEs won 2 contracts outside the purview of LL129 totaling \$151,200.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DOT awarded one goods contract subject to LL129 through Competitive Sealed Bid. M/WBEs won one contract outside the purview of LL129 valued at \$24,100. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DOT set its agency subcontracting goals \$1,213,369 lower than the citywide construction subcontracting goals and \$190,876 lower than the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
 Establish procedures for random spot checking to ensure M/WBE compliance

Construction	Professional Services
<p>DOT established goals on 6 construction contracts. 11 additional contracts had state or federal goals. M/WBEs were awarded \$270,250 in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>	<p>DOT established goals on 9 professional service contracts. M/WBEs were awarded \$174,374 in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>

M/WBE Program Activities

- ✓ Assigned additional staff to administer the M/WBE program , i.e., a Deputy ACCO to oversee contract compliance issues, including the M/WBE program
- ✓ Hired 3 new staff members; an Associate Investigator, a prevailing wage Investigator, and a temporary employee who will assist with monitoring contracts that have M/WBE goals, attend BID Openings, and participate in Cost Negotiation Meetings
- ✓ Developed additional procedures for tracking M/WBE subcontractor participation and payments.
- ✓ Discussed M/WBE program and requirements at pre-bid meetings
- ✓ Encouraged small purchase buyers to reach out to SBS to identify M/WBE vendors
- ✓ Encouraged DBE vendors to certify with the City as M/WBEs and vice versa
- ✓ Advertised solicitations in minority publications the Amsterdam News, Minority Commerce Weekly, and El Diario as well as in the City Record
- ✓ Distributed the Vendor’s Guide for DOT at events and agency locations
- ✓ Held meetings with certified firms wishing to do business with the agency
- ✓ Awarded \$100 million dollars in subcontracts on Federally funded projects with DBE goals
- ✓ Conducted M/WBE Training for over more than 70 agency P-card holders
- ✓ Encouraged M/WBE vendors to enroll in the P-Card program by explaining program benefits

Overall Performance

Overall, DOT awarded 64 M/WBEs 136 prime contracts totaling \$35,212,305. In addition, 48 M/WBEs won \$118,897,775 in DOT subcontracts.

Housing Preservation and Development

HPD protects the existing housing stock and expands housing options for New Yorkers as it strives to improve the availability, affordability, and quality of housing in New York City. HPD typically purchases construction services including construction trades; standard services such as exterminating and cleaning services; and goods, including computer equipment.

Procurement Summary

In FY 2010, HPD awarded 16,480 contracts totaling \$123.3 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. Many of HPD's construction projects are contracted to construction management firms and therefore not procured directly by the agency. Many of HPD's micro purchase and sub five thousand dollar value contracts are procured from a pre-qualified list of vendors.

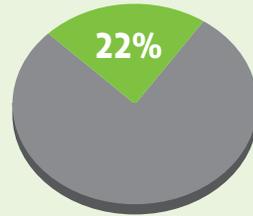
Contracts Subject to LL129

Micro Purchases	15,031 contracts	\$9.4 million
Small Purchases	537 contracts	\$9.4 million
Contracts through Other Methods	13 contracts	\$4.9 million
Amount Subject to Subcontract Goals	6 contracts	\$1.4 million
Total value subject to LL129 goals	15,587 contracts	\$25.0 million

Value of LL129 Goals

\$8.1 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$7,680,137	\$7,350,967	\$428,948	\$104,796
Actual awarded	\$1,467,756	\$1,284,604	\$289,000	\$135,500
% goal value achieved	19%	17%	67%	129%

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$4,681,666			Actual: \$1,096,527			% Goal Value Achieved: 23%					
Small Purchases	Construction	No citywide goal			\$595,372	\$40,773	7%	\$427,084	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$53,536	\$20,000	37%	\$29,742	\$26,663	90%	\$98,150	\$0	0%
	Standard Services	No citywide goal			\$296,081	\$24,500	8%	\$164,881	\$25,000	15%	\$335,216	\$32,903	10%
	Goods	\$46,256	\$20,265	44%	\$66,577	\$6,203	9%	\$44,474	\$110,741	249%	\$159,268	\$64,182	40%
Contracts through other methods*	Construction	No citywide goal			\$397,029	\$0	0%	\$284,805	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$130,364	\$0	0%	\$173,864	\$27,500	16%	\$124,720	\$261,500	210%	No citywide goal		
	Professional Services	No citywide goal			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

HPD made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>HPD achieved 23% of the LL129 goal value among micro purchases, representing a 12% M/WBE utilization rate of as compared to the 18% citywide average. In addition, HPD awarded \$2,584 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 12%.</p> <p>Steps to improve performance in FY 2011: Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>HPD achieved 16% of the LL129 goal value among small purchases. HPD small purchase procurement reflected a level of competition of 10 firms or more 11% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, HPD has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
<p>HPD awarded 11 construction service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won 42 contracts outside the purview of LL129 totaling \$3.4 million.</p>	<p>HPD did not award professional service contracts subject to LL129. However, M/WBEs won 7 contracts outside the purview of LL129 totaling \$563,073.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. HPD awarded 2 standard service contracts subject to LL129 through Competitive Sealed Bid. M/WBEs won one contract within LL129 goal categories valued at \$867,347 and 7 contracts totaling \$4.7 million overall.</p>	<p>HPD did not award goods contracts subject to LL129. However, M/WBEs won one contract outside the purview of LL129 valued at \$100,000. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

HPD set its agency subcontracting goals \$2,202 lower than the citywide construction subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
Establish procedures for random spot checking to ensure M/WBE compliance

Construction	Professional Services
<p>HPD established goals on 6 construction contracts. M/WBEs were awarded \$289,000 in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>	<p>No professional service prime contracts were subject to subcontracting goals.</p>

M/WBE Program Activities

- ✓ Directed firms pre-qualified with the Division of Maintenance to certify with the City
- ✓ Advertised bid notices in a minority publication for solicitations up to \$1M
- ✓ Contacted certified firms to inform them about subcontracting opportunities via phone and e-mail
- ✓ Promoted HPD’s contractor training program at area CUNY colleges to M/WBE and LBE firms
- ✓ Created a list of all City-certified M/WBEs that are on the OGS IT Services ‘backdrop’ contract for use in the IT division when soliciting for services
- ✓ Promoted Contractor Training Programs at Small Business Development Centers in conjunction with CUNY. Met with bidders on the HPD Demolition panel to explain LL129 and M/WBE participation and invited SBS to pitch certification for potentially eligible firms
- ✓ Created MWBE section “Opportunities for Small, Local, Minority and Women Owned Firms” on agency website

Overall Performance Overall, HPD awarded 92 M/WBEs 1,823 prime contracts totaling \$7,349,862. In addition, 21 M/WBEs won \$1,760,558 in HPD subcontracts.

Department of Correction

DOC maintains and operates 14 correctional facilities as well as court detention facilities and hospital prison wards. DOC also provides transportation for city inmates and burial services for the indigent in the city cemetery.

DOC typically purchases construction services; standard services, including sewer cleaning; and goods such as building construction materials, telephones and security items.

Procurement Summary

In FY 2010, DOC awarded 963 contracts totaling \$52.0 million. This included awards in contract sizes greater than \$1 million or in the human service industry, both of which fall outside the purview of LL129.

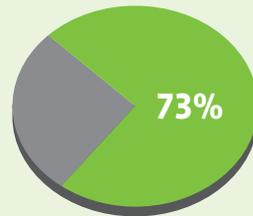
Contracts Subject to LL129

Micro Purchases	555 contracts	\$1.4 million
Small Purchases	204 contracts	\$5.9 million
Contracts through Other Methods	7 contracts	\$2.4 million
Amount Subject to Subcontract Goals	1 contract	\$300,000
Total value subject to LL129 goals	767 contracts	\$10 million

Value of LL129 Goals

\$3.2 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$3,069,472	\$3,889,150	\$91,500	N/A
Actual awarded	\$2,317,607	\$822,640	\$0	N/A
% goal value achieved	76%	21%	0%	N/A

		Asian			Black			Hispanic			Caucasian Women		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:		Goal value: \$713,581			Actual: \$496,589			% Goal Value Achieved: 70%					
Small Purchases	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$23,290	\$0	0%	\$12,939	\$0	0%	\$42,699	\$50,000	117%
	Standard Services	No citywide goal			\$127,873	\$0	0%	\$71,210	\$0	0%	\$144,775	\$36,208	25%
	Goods	\$216,869	\$183,654	85%	\$312,140	\$101,511	33%	\$208,511	\$453,594	218%	\$746,713	\$996,051	133%
Contracts through other methods*	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal			\$166,925	\$0	0%	\$92,957	\$0	0%	\$188,989	\$0	0%
	Goods	Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
Subcontracts**	Construction	No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals			No citywide goal		
	Professional Services	No citywide goal			\$27,000	\$0	0%	\$15,000	\$0	0%	\$49,500	\$0	0%

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

DOC made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>DOC achieved 70% of the LL129 goal value among micro purchases, representing a 35% M/WBE utilization rate as compared to the 18% citywide average. In addition, DOC awarded \$1,588 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 34%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of M/WBE award winners</p>	<p>DOC achieved 95% of the LL129 goal value among small purchases. DOC small purchase procurement reflected a level of competition of 10 firms or more 93% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Promote contract opportunities to M/WBEs by hosting at least 1 targeted event or workshop</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DOC has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Construction	Professional Services	Standard Services	Goods
<p>Too few contracts were awarded to evaluate performance across all goal categories. DOC awarded one construction service contracts subject to LL129, through Competitive Sealed Bid. M/WBEs were awarded one contract outside the purview of LL129 valued at \$278,860.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DOC procured one professional service contract subject to LL129 through Negotiated Acquisition.</p>	<p>DOC awarded 4 standard service contracts subject to LL129 through Competitive Sealed Bid.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. DOC awarded one contract subject to LL129. However, M/WBEs won 3 contracts outside the purview of LL129 totaling \$39,473. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

DOC set its agency subcontracting goals equal to the citywide professional service subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
 Establish procedures for random spot checking to ensure M/WBE compliance

Construction	Professional Services
<p>No construction prime contracts were subject to subcontracting goals.</p>	<p>DOC established goals on 1 professional service contracts. No contracts to M/WBEs were awarded in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>

M/WBE Program Activities

- ✓ Procurement office conducted in-house agency staff training on M/WBE initiatives
- ✓ Promoted M/WBE program certification at pre-bid and pre-proposal conferences
- ✓ Provided certification applications to eligible vendors already doing business with Correction
- ✓ Discussed M/WBE requirement at all contract “kick-off” post-registration meetings
- ✓ Called M/WBEs that were non-responsive on micro purchase or small purchase solicitations to encourage participation

Overall Performance

Overall, DOC awarded 86 M/WBEs 272 prime contracts totaling \$2,657,220.

Department of Probation

PROB protects the NYC community by intervening in the lives of offenders, holding them accountable and serving as a catalyst for positive change. The agency provides information and services to the courts, gives victims a voice in the justice system and helps strengthen families. PROB typically purchases goods such as office supplies and standard services such as equipment maintenance and IT services.

Procurement Summary

In FY 2010, PROB awarded 191 contracts totaling \$2.0 million. PROB procures a broad range of human service contracts, which fall outside the purview of LL129. PROB did not procure in the construction industry in FY 2010.

Contracts Subject to LL129

Micro Purchases	62 contracts	\$70,629
Small Purchases	9 contracts	\$309,470
Contracts through Other Methods	No contracts	\$0
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	71 contracts	\$380,099

Value of LL129 Goals

\$83,676

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$83,676	\$122,882
Actual awarded	\$83,073	\$141,814
% goal value achieved	99%	115%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$35,314			Actual: \$25,508			% Goal Value Achieved: 72%					
Small Purchases	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal		\$17,985	\$25,000	139%	\$10,015	\$32,565	325%	\$20,362	\$0	0%
	Goods	Too few contracts (1) to evaluate performance		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
Contracts through other methods*	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal		No agency spending			No agency spending			No agency spending		
	Goods	Too few contracts (1) to evaluate performance		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

PROB protects the NYC community by intervening in the lives of offenders, holding them accountable and serving as a catalyst for positive change. The agency provides information and services to the courts, gives victims a voice in the justice system and helps strengthen families. PROB typically purchases goods such as office supplies and standard services such as equipment maintenance and IT services.

MICRO PURCHASES	SMALL PURCHASES
<p>PROB achieved 72% of the LL129 goal value among micro purchases, representing a 36% M/WBE utilization rate as compared to the 18% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of M/WBE award winners</p>	<p>PROB achieved 119% of the LL129 goal value among small purchases. PROB small purchase procurement reflected a level of competition of 10 firms or more 89% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS

In this category, PROB has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
PROB did not award construction service contracts subject to LL129.	PROB did not award professional service contracts subject to LL129.	PROB did not award standard service contracts subject to LL129. However, an M/WBE won 1 contract outside the purview of LL129 totaling \$3,672.	PROB did not award goods contracts subject to LL129. However, M/WBEs won 28 contracts outside the purview of LL129 totaling \$194,468. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS

PROB did not award prime contracts with subcontracting goals.

Construction	Professional Services
No construction service prime contracts were awarded with subcontracting goals.	No professional service prime contracts were awarded with subcontracting goals.

M/WBE Program Activities

- ✓ Encouraged certification by distributing M/WBE program brochures and reaching out to firms
- ✓ Continued use of tracking system to monitor M/WBE utilization for small purchases
- ✓ Required ACCO approval when awarding contracts to non M/WBE vendors
- ✓ Solicited quotes from M/WBE contractors listed on OGS and GSA contracts whenever the items requested by the program are available on the contract
- ✓ Include language in RFP's and solicitations on how MWBE vendors can get certified

Overall Performance

Overall, PROB awarded 22 M/WBEs 60 prime contracts totaling \$380,213.

Law Department

Law is responsible for all the legal affairs of the City. It represents the City, the Mayor, other elected officials, and the City's many agencies; drafts and reviews local and State legislation, real estate leases, procurement contracts and financial instruments; and provides legal counsel to City officials. Law typically purchases standard services such as transportation, court reporting, and translation and goods such as office supplies.

Procurement Summary

In FY 2010, Law awarded 1110 contracts totaling \$50.2 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. The Law Department will not contract with outside law firms and experts representing clients whose interests conflict with the City's, therefore the department does not subcontract in the professional services industry and does not set professional service subcontracting goals.

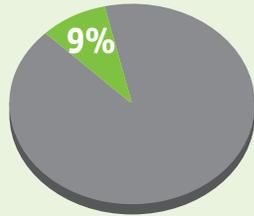
Contracts Subject to LL129

Micro Purchases	751 contracts	\$1.5 million
Small Purchases	9 contracts	\$221,589
Contracts through Other Methods	161 contracts	\$5.7 million
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	921 contracts	\$7.4 million

Value of LL129 Goals

\$2.5 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$2,472,435	\$4,913,779
Actual awarded	\$223,156	\$195,430
% goal value achieved	9%	4%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$750,651			Actual: \$145,256			% Goal Value Achieved: 19%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Goods	\$4,857	\$0	0%	\$6,991	\$0	0%	\$4,670	\$0	0%	\$16,725	\$22,800	136%
Contracts through other methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$440,374	\$0	0%	\$244,652	\$0	0%	\$807,352	\$55,100	7%
	Standard Services	No citywide goal			\$72,948	\$0	0%	\$40,624	\$0	0%	\$82,591	\$0	0%
	Goods	Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

Law made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities

MICRO PURCHASES	SMALL PURCHASES
<p>Law achieved 19% of the LL129 goal value among micro purchases, representing a 10% M/WBE utilization rate as compared to the 18% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Encourage outreach to M/WBEs by requiring ACCO approval for all micro purchases that do not have an M/WBE as the suggested vendor</p>	<p>Law achieved 69% of the LL129 goal value among small purchases. Law small purchase procurement reflected a level of competition of 10 firms or more 89% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Work with SBS to encourage eligible consultants already doing business with the agency to get certified</p>

CONTRACTS THROUGH OTHER METHODS			
<p>In this category, Law has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.</p> <p>Steps to improve performance in FY 2011:</p> <p>Add new language to your solicitations encouraging bidders to use M/WBEs as subcontractors and suppliers</p>			
<p>Construction</p> <p>Law did not award construction service contracts subject to LL129.</p>	<p>Professional Services</p> <p>Law awarded 154 professional service contracts subject to LL129 through Negotiated Acquisition. M/WBEs won 2 contracts in LL129 goal categories totaling \$55,100 and 4 contracts totaling \$1.4 million overall.</p>	<p>Standard Services</p> <p>Law awarded 6 standard service contracts subject to LL129, predominately awarded through Negotiated Acquisition. M/WBEs won one contract outside the purview of LL129 valued at \$750,858.</p>	<p>Goods</p> <p>Too few contracts were awarded to evaluate performance across all goal categories. Law awarded one goods contracts subject to LL129 through Negotiated Acquisition. However, M/WBEs won 2 contracts outside the purview of LL129 totaling \$24,006. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS	
<p>Law did not award prime contracts with subcontracting goals.</p>	
<p>Construction</p> <p>No construction service prime contracts were awarded with subcontracting goals.</p>	<p>Professional Services</p> <p>No professional service prime contracts were awarded with subcontracting goals.</p>

M/WBE Program Activities

- ✓ Contacted bar associations (including minority and women’s bar associations, and medical professional organizations) to identify firms for certification and advise them of contracting opportunities
- ✓ Added M/WBE program information to agency website
- ✓ Sent notice of bid opportunities for procurements over \$100K to all relevant M/WBEs who have asked to be on the bidders list
- ✓ Required ACCO approval when awarded contracts to non M/WBE vendors
- ✓ ACCO has undertaken project to identify expert witnesses retained by Law Department

Overall Performance

Overall, Law awarded 28 M/WBEs 72 prime contracts totaling \$2,448,372.

Fire Department

FDNY protects the lives and property of New York City residents and visitors as first responders to fires, public safety and medical emergencies, disasters and terrorist acts. FDNY typically purchases standard services, such as chimney cleaning, janitorial services, vehicle maintenance and repair; goods, such as paint, carpentry and plumbing supplies, and auto parts; and construction services, including building construction and the construction trades.

Procurement Summary

In FY 2010, FDNY awarded 1,298 contracts totaling \$56.1 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129.

Contracts Subject to LL129

Micro Purchases	735 contracts	\$1.8 million
Small Purchases	294 contracts	\$7.8 million
Contracts through Other Methods	6 contracts	\$3.5 million
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	1,035 contracts	\$13.1 million

Value of LL129 Goals

\$4.3 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$4,271,911	\$4,112,139
Actual awarded	\$1,513,461	\$783,987
% goal value achieved	35%	19%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$914,808			Actual: \$222,255			% Goal Value Achieved: 24%					
Small Purchases	Construction	No citywide goal		Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal		\$201,522	\$75,000	37%	\$112,224	\$0	0%	\$228,159	\$97,795	43%
	Goods	\$285,106	\$139,973	49%	\$410,355	\$158,931	39%	\$274,119	\$247,679	90%	\$981,666	\$571,828
Contracts through other methods*	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal		\$321,284	\$0	0%	\$178,917	\$0	0%	\$363,751	\$0	0%
	Goods	No agency spending		No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

FDNY made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>FDNY achieved 24% of the LL129 goal value among micro purchases, representing a 12% M/WBE utilization rate as compared to the 18% citywide average.</p> <p>In addition, FDNY awarded \$570 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 11%.</p> <p>Steps to improve performance in FY 2011:</p> <p>Institute mandatory LL129 and Online Directory training for all new P-Card users</p>	<p>FDNY achieved 52% of the LL129 goal value among small purchases. FDNY small purchase procurement reflected a level of competition of 10 firms or more 54% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Use vendor solicitation reports to ensure M/WBEs are being solicited regularly</p>

CONTRACTS THROUGH OTHER METHODS			
<p>In this category, FDNY has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.</p> <p>Steps to improve performance in FY 2011:</p> <p>Contact SBS to report cases in which M/WBEs are not responding to solicitations</p>			
<p>Construction</p> <p>FDNY did not award construction service contracts subject to LL129.</p>	<p>Professional Services</p> <p>FDNY did not award professional service contracts subject to LL129.</p>	<p>Standard Services</p> <p>FDNY awarded 6 standard service contracts subject to LL129, predominately awarded through Request for Proposal. M/WBEs won 2 contracts outside the purview of LL129 totaling \$1.9 million.</p>	<p>Goods</p> <p>FDNY did not award goods contracts subject to LL129. M/WBEs won 15 contracts outside the purview of LL129 totaling \$182,228. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS	
<p>FDNY did not award prime contracts with subcontracting goals.</p>	
<p>Construction</p> <p>No construction service prime contracts were awarded with subcontracting goals.</p>	<p>Professional Services</p> <p>No professional service prime contracts were awarded with subcontracting goals.</p>

M/WBE Program Activities

- ✓ Sent letters to M/WBE organizations encouraging web links to FDNY website
- ✓ Promoted subcontracting opportunities to potential contractors and sub contractors at pre-bid conferences and in bid documents
- ✓ Created and distributed the Vendor's Guide for FDNY at events and agency locations
- ✓ Advertised solicitations in minority targeted publications
- ✓ Added information on website concerning eligibility for certification and a link to SBS M/WBE website (1,092 vendors downloaded documents in FY10)
- ✓ Included language encouraging M/WBEs to bid on all CSBs and RFPs in addition to required language on solicitations with subcontracting goals
- ✓ Reduced the size and scope of contracts via a geographical split to make them more accessible
- ✓ Conducted regular meetings with all procurement staff members to enhance M/WBE utilization

Overall Performance Overall, FDNY awarded 54 M/WBEs 169 prime contracts totaling \$3,620,914. In addition, 2 M/WBEs won \$2,831,401 in FDNY subcontracts.

Police Department

NYPD enhances the quality of life by working in partnership with the community and in accordance with constitutional rights to enforce the laws, preserve the peace, reduce fear, and provide for a safe environment. NYPD typically purchases professional services such as veterinary services and aviation training; goods such as electronics, cleaning supplies and uniforms; standard services such as medical billing and facilities maintenance; and construction services such as plumbing, painting, and fencing services.

Procurement Summary

In FY 2010, NYPD awarded 4,535 contracts totaling \$103.8 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129.

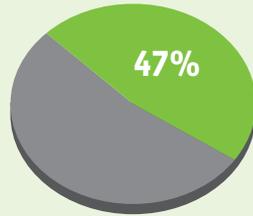
Contracts Subject to LL129

Micro Purchases	3,070 contracts	\$6.4 million
Small Purchases	535 contracts	\$12.5 million
Contracts through Other Methods	10 contracts	\$4.0 million
Amount Subject to Subcontract Goals	5 contracts	\$684,134
Total value subject to LL129 goals	3,620 contracts	\$23,529,632

Value of LL129 Goals

\$7.9 million

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime	FY2010 Sub	FY2009 Sub
Goal value	\$7,708,617	\$9,331,740	\$213,176	\$645,121
Actual awarded	\$3,544,434	\$1,678,690	\$185,850	\$75,000
% goal value achieved	46%	18%	87%	12%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$3,183,036			Actual: \$945,394			% Goal Value Achieved: 30%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$48,165	\$0	0%	\$26,758	\$0	0%	\$88,302	\$0	0%
	Standard Services	No citywide goal			\$417,580	\$100,000	24%	\$232,542	\$106,000	46%	\$472,774	\$183,331	39%
	Goods	\$384,749	\$163,750	43%	\$553,772	\$350,644	63%	\$369,922	\$314,907	85%	\$1,324,752	\$1,380,408	104%
Contracts through other methods*	Construction	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal			\$225,456	\$0	0%	\$125,552	\$0	0%	\$255,257	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$64,787	\$0	0%	\$86,406	\$37,850	44%	\$61,983	\$148,000	119%	No citywide goal		
	Professional Services	No citywide goal			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

**Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts specified for M/WBE goal areas will continue to be awarded as work proceeds in FY 2011 and FY 2012.

M/WBE Performance Breakdown

NYPD made substantial progress towards their LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms and increasing the accessibility of contract opportunities.

MICRO PURCHASES	SMALL PURCHASES
<p>NYPD achieved 30% of the LL129 goal value among micro purchases, representing a 15% M/WBE utilization rate as compared to the 18% citywide average. In addition, NYPD awarded \$86,234 to M/WBEs in P-card purchases, for a combined M/WBE utilization rate of 16%.</p> <p>Steps to improve performance in FY 2011: Continue seeking opportunities to expand the pool of M/WBE award winners</p>	<p>NYPD achieved 66% of the LL129 goal value among small purchases. NYPD small purchase procurement reflected a level of competition of 10 firms or more 69% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011: Increase the number of M/WBEs solicited for small purchases</p>

CONTRACTS THROUGH OTHER METHODS

In this category, NYPD has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Promote certification at all pre-bid meetings

Construction	Professional Services	Standard Services	Goods
<p>Too few contracts were awarded to evaluate performance across all goal categories. NYPD awarded 3 construction service contracts subject to LL129, through Competitive Sealed Bid. However, M/WBEs won 5 contracts outside the purview of LL129 totaling \$7,303.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. NYPD awarded one professional service contracts subject to LL129, awarded through Competitive Sealed Bid.</p>	<p>Too few contracts were awarded to evaluate performance across all goal categories. NYPD awarded 2 standard service contracts subject to LL129, awarded through Competitive Sealed Bid. M/WBEs won one contract in LL129 goal categories totaling \$448,966 and 5 contracts totaling \$516,316 overall.</p>	<p>NYPD did not award goods contracts subject to LL129. M/WBEs won 52 contracts valued at \$516,316 outside the purview of LL129. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.</p>

SUBCONTRACTS

NYPD set its agency subcontracting goals \$354 lower than the citywide construction subcontracting goals. Most prime contracts that were awarded with M/WBE subcontracting goals have not yet reached a point where substantial amounts of work are underway. Subcontracts will continue to be awarded as work proceeds in FY 2011 and FY 2012.

Steps to improve performance in FY 2011:

Conduct ongoing reviews of M/WBE utilization with prime contractors to ensure that certified subcontractors are being used accordingly
Establish procedures for random spot checking to ensure M/WBE compliance

Construction	Professional Services
<p>NYPD established goals on 5 construction contracts. M/WBEs were awarded \$185,850 in goal areas by the close of FY 2010. Additional subcontracts are anticipated in FY 2011.</p>	<p>No professional service prime contracts were subject to subcontracting goals.</p>

M/WBE Program Activities

- ✓ Coordinated with SBS to expand the pool of M/WBEs bidding/winning small purchases
- ✓ Continued monitoring of micro and small purchases, bidding and awards to certified firms
- ✓ Provided informational material and applications to non-certified M/WBEs
- ✓ Advertised in minority publications
- ✓ Worked with M/WBEs that requested assistance with the procurement process, including one-on-one sessions and unsuccessful bidder/proposer debriefings
- ✓ Trained prime contractors about the program and instructed them on subcontracting goals at all pre-bid and pre-proposal conferences
- ✓ Distributed the Vendor's Guide for NYPD at events and agency locations
- ✓ Established an NYPD Vendor Assessment Committee to help direct interested vendors to liaisons for contract opportunities for the goods/services they provide

Overall Performance Overall, NYPD awarded 124 M/WBEs 659 prime contracts totaling \$3,051,333. In addition, 4 M/WBEs won \$263,326 in NYPD subcontracts.

Department of Finance

DOF helps people pay the right amount on time. The agency collects City revenues, encourages compliance with City tax and other revenue laws, values all real property in the City, provides a forum for the public to dispute tax and parking violation liability, and maintains property records. DOF typically purchases standard services such as banking, technology, telecommunication, and printing services, and goods such as furniture and office supplies.

Procurement Summary

In FY 2010, DOF awarded 316 contracts totaling \$23.8 million. This primarily included awards in contract sizes greater than \$1 million, which fall outside the purview of LL129. DOF rarely procures in the construction industry and therefore does not set LL129 construction prime or subcontracting goals.

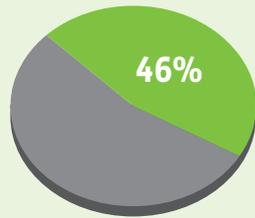
Contracts Subject to LL129

Micro Purchases	211 contracts	\$358,578
Small Purchases	63 contracts	\$1.6 million
Contracts through Other Methods	No contracts	\$0
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals	274 contracts	\$2.0 million

Value of LL129 Goals

\$622,905

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$622,905	\$622,870
Actual awarded	\$286,379	\$236,576
% goal value achieved	46%	38%

	Asian			Black			Hispanic			Caucasian Women			
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	
Micro Purchases:	Goal value: \$179,289			Actual: \$23,093			% Goal Value Achieved: 13%						
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Standard Services	No citywide goal			\$42,060	\$0	0%	\$23,422	\$0	0%	\$47,619	\$0	0%
	Goods	\$48,293	\$54,360	113%	\$69,509	\$132,712	191%	\$46,432	\$0	0%	\$166,281	\$76,215	46%
Contracts through other methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

DOF made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>DOF achieved 13% of the LL129 goal value among micro purchases, representing a 6% M/WBE utilization as compared to the 18% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Encourage outreach to M/WBEs by requiring ACCO approval for all micro purchases that do not have an M/WBE as the suggested vendor</p>	<p>DOF achieved 59% of the LL129 goal value among small purchases. DOF small purchase procurement reflected a level of competition of 10 firms or more 86% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Increase the number of M/WBEs solicited for small purchases</p>

CONTRACTS THROUGH OTHER METHODS

In this category, DOF has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Use vendor solicitation reports to ensure M/WBEs are being solicited regularly
 Contact SBS to report cases in which M/WBEs are not responding to solicitations

Construction	Professional Services	Standard Services	Goods
DOF did not award construction service contracts subject to LL129.	DOF did not award professional service contracts subject to LL129.	DOF did not award standard service contracts subject to LL129.	DOF did not award goods contracts subject to LL129. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS

DOF did not award prime contracts with subcontracting goals.

Construction	Professional Services
No construction service prime contracts were awarded with subcontracting goals.	No professional service prime contracts were awarded with subcontracting goals.

M/WBE Program Activities

- ✓ Encouraged certification by including M/WBE applications in all IFB and RFP books
- ✓ Encouraged prime contractors to search for and hire M/WBE subcontractors
- ✓ Discussed agency M/WBE sub contracting goals in all pre-bid or pre-proposal conferences
- ✓ Trained agency contracting officers and buyers in-house on LL129 requirements and forms
- ✓ Helped M/WBEs with certification applications
- ✓ Discussed the goals and legislation requirements with our internal customers
- ✓ Distributed materials, forms, memos regarding MWBE compliance to contract staff
- ✓ Referred M/WBE firms directly to the DOF units that utilize their services

Overall Performance

Overall, DOF awarded 16 M/WBEs 33 prime contracts totaling \$386,379.

Department of Small Business Services

SBS provides direct assistance to business owners, fosters neighborhood development, and links employers to a skilled and qualified workforce.

SBS typically purchases professional services such as consulting; standard services such as catering and photography; and goods, such as IT hardware, software and office supplies.

Procurement Summary

In FY 2010, SBS awarded 388 contracts totaling \$848.2 million. A large part of SBS spending is routinely awarded to the NYC Economic Development Corporation for economic development services. Outside of these million dollar volume contracts, SBS has little to no construction spending and therefore does not set LL129 construction prime of subcontracting goals.

Contracts Subject to LL129

Micro Purchases	154 contracts	\$319,901
Small Purchases	21 contracts	\$477,152
Contracts through Other Methods	5 contracts	\$125,000
Amount Subject to Subcontract Goals	No contracts	\$0
Total value subject to LL129 goals		\$922,053

Value of LL129 Goals

\$337,332

LL129 Goal Summary



	FY2010 Prime	FY2009 Prime
Goal value	\$337,332	\$359,398
Actual awarded	\$368,175	\$107,537
% goal value achieved	109%	30%

	Asian			Black			Hispanic			Caucasian Women		
	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Micro Purchases:	Goal value: \$159,951			Actual: \$110,701			% Goal Value Achieved: 69%					
Small Purchases	Construction	No citywide goal		Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal		\$27,035	\$97,100	359%	\$15,019	\$83,195	554%	\$49,564	\$0	0%
	Standard Services	No citywide goal		\$12,701	\$15,050	118%	\$7,073	\$12,901	182%	\$14,379	\$0	0%
	Goods	\$1,970	\$6,330	321%	\$2,836	\$16,583	585%	\$1,895	\$0	0%	\$6,785	\$1,315
Contracts through other methods*	Construction	No citywide goal		No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal		\$11,250	\$25,000	222%	\$6,250	\$0	0%	\$20,625	\$0	0%
	Standard Services	No citywide goal		No agency spending			No agency spending			No agency spending		
	Goods	No agency spending		No agency spending			No agency spending			No agency spending		

*The awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidder.

M/WBE Performance Breakdown

SBS made substantial progress towards its LL129 goals by implementing activities to increase transparency and outreach to M/WBE firms.

MICRO PURCHASES	SMALL PURCHASES
<p>SBS achieved 69% of the LL129 goal value among micro purchases, representing a 35% M/WBE utilization rate, as compared to the 18% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Continue seeking opportunities to expand the pool of M/WBE award winners</p>	<p>SBS achieved 167% of the LL129 goal value among small purchases. SBS small purchase procurement reflected a level of competition of 10 firms or more 60% of the time, as compared to the 63% citywide average.</p> <p>Steps to improve performance in FY 2011:</p> <p>Increase the number of M/WBEs solicited for small purchases</p>

CONTRACTS THROUGH OTHER METHODS

In this category, SBS has limited ability to impact the number of awards to M/WBEs beyond the activities listed in the M/WBE Program Activities section below. Many of the awards included in this category are openly and competitively bid. Agencies are required to award these contracts to the most competitive and responsible bidders. The following breakdown summarizes contract opportunities and M/WBE awards by industry.

Steps to improve performance in FY 2011:

Add new language to your solicitations encouraging bidders to use M/WBEs as subcontractors and suppliers
 Promote contract opportunities to M/WBEs by hosting at least 1 targeted event or workshop

Construction	Professional Services	Standard Services	Goods
SBS did not award construction service contracts subject to LL129.	SBS awarded 5 professional service contracts subject to LL129 through Request for Proposal. M/WBEs won one contract in LL129 goal categories, totaling \$25,000 and 8 contracts totaling \$5.7 million overall.	SBS did not award standard service contracts subject to LL129.	SBS did not award goods contracts subject to LL129. In its role as the administrative arm of New York City government, DCAS procures most goods contracts valued over \$100 thousand on behalf of other city agencies.

SUBCONTRACTS

SBS did not award prime contracts with subcontracting goals.

Construction	Professional Services
No construction service contracts were awarded with subcontracting goals.	No professional service contracts were awarded with subcontracting goals.

M/WBE Program Activities

- ✓ Procurement staff notified vendors of expiration of M/WBE status and encouraged recertification
- ✓ Worked with Vanguard, a city requirements contractor, to identify M/WBEs for subcontracting opportunities
- ✓ Met with M/WBEs to inform them of procurement policies
- ✓ Offered debriefing sessions to unsuccessful bidders/proposers
- ✓ Informed SBS of vendors who had incorrect/invalid contact information in Vendor Source and could not be contacted to receive notice of request for bid
- ✓ Increased transparency of procurement practices and accessibility of contract opportunities by posting solicitations on agency website

Overall Performance

Overall, SBS awarded 55 M/WBEs 71 prime contracts totaling \$6,122,098. In addition, one M/WBE won \$25,000 in SBS subcontracts.

A

Accelerated Procurement | A procurement method used to buy commodities, such as fuel, that must be obtained quickly due to significant shortages and/or short-term price fluctuations.

Architecture/Engineering Services | Architecture and engineering is a class of services specifically related to the preparation of plans and specifications for construction projects. This category does not include Construction Management or Construction Management and Build contracts, nor does it include the preparation of environmental studies. Contracts to hire licensed architects or professional engineers (PE) are included.

B

Bid Document | Refers to documents pertaining to an agency's solicitation.

C

Change Order | An agency-authorized, written modification of a contract that adjusts price or time for performance. A change order permits the vendor to complete work that is included in the scope of the contract and permits the agency to make non-material changes to the scope.

City Chief Procurement Officer (CCPO) | Position delegated authority by the Mayor to coordinate and oversee the procurement activity of mayoral agency staff, including ACCOs. The Mayor has designated the Director of MOCS as the CCPO.

Competitive Sealed Bid (CSB) | The most frequently used procurement method for purchasing goods and construction and standardized services. Contracts are awarded to the responsible vendor that agrees to provide the goods or services at the lowest price.

Competitive Sealed Proposal | A Competitive Sealed Proposal, also known as a Request for Proposals (RFP), is used when an agency must consider factors in addition to price, such as the vendor's experience and expertise. RFPs are most frequently used when procuring human services, professional services and architecture/engineering services.

Competitiveness | Competitiveness is achieved when multiple vendors contend for a contract. For competitive sealed bids, requests for proposals and competitive innovative procurements, a contract is competitive when the agency receives three or more responses. For small purchases, competitiveness is defined as soliciting a minimum of 10 vendors.

Construction Services | Construction Services provide construction, rehabilitation and/or renovation of physical structures. This category includes Construction Management and Build contracts as well as other construction related services such as: painting, carpentry, plumbing and electrical installation, asbestos and lead abatement, carpet installation and removal, and demolition.

Contract | A written agreement between the city and a vendor that gives rise to obligations that enforce and regulate law.

Cycle Time | The typical length of time it takes City agencies to process competitive sealed bids and RFPs.

D

Default | Inability of a contractor to fulfill the requirements of a contract, usually a result of poor performance, inability to perform, unreasonable delays, loss of insurance or bond or other deviation from the contract.

Demonstration Project | A demonstration project is a short-term, carefully planned pilot exercise designed to test and evaluate the feasibility and application of an innovative product, approach or technology not currently used by the City. At the conclusion of the contract term, based upon the documented results of the project, the agency determines whether to competitively acquire or to discontinue the use of the product, approach or technology.

Design Change Order | An amendment to a design consultant contract, e.g., architecture or engineering.

Disadvantaged Business Enterprise | Department of Transportation's Disadvantaged Business Enterprises (DBE) program is authorized by the Safe, Accountable, Flexible, Efficient Transportation Equity Act. As recipients of DOT financial assistance, state and local transportation agencies are responsible to:

- Certify the eligibility of DBE firms to participate in their DOT-assisted contracts;
- Establish narrowly-tailored goals for the participation of disadvantaged entrepreneurs; and
- Evaluate their DOT-assisted contracts throughout the year and establish contract-specific DBE subcontracting goals as necessary to achieve the overall goal of the agency.

To participate in the DBE program, a small business owned and controlled by socially and economically disadvantaged individuals must receive DBE certification from the relevant state- generally through the state Uniform Certification Program (UCP).

African-Americans, Hispanics, Native Americans, Asian-Pacific and Subcontinent Asian Americans, and women are presumed to be socially and economically disadvantaged. Other individuals can also qualify as socially and economically disadvantaged on a case-by-case basis. To be regarded as economically disadvantaged, an individual must have a personal net worth that does not exceed \$750,000. To be seen as a small business, a firm must meet SBA size criteria AND have average annual gross receipts not to exceed \$20.41 million. Size limits for the airport concessions DBE program are higher.

(This definition is summarized from the Department of Transportation website. Details and a full explanation can be found online at: <http://osdbu.dot.gov/DBEProgram/definitions.cfm>)

Discretionary Award | See line-item appropriation.

E

Emergency Procurement | Method of procurement used to obtain goods and services very quickly, in many instances without competition, when an agency must address threats to public health or safety, or provide a necessary service on an emergency basis.

Emerging Business Enterprises (EBE) | Local Law 12 of 2006 establishes participation goals for EBEs, defined as businesses owned and operated by individuals who have experienced social disadvantage in American society as a result of causes not common to individuals who are not disadvantaged, and whose ability to compete in the market has been impaired due to diminished capital and credit opportunities as compared to others in the same business area who are not socially disadvantaged. EBE participation goals for prime contracts and subcontracts apply to the same industries as M/WBE goals. The Department of Small Business Services certifies participating businesses as EBEs.

F

Fiscal Year | The City's fiscal year runs from July 1st of the preceding year to June 30th of the given year. Fiscal 2008 runs from July 1, 2007 through June 30, 2008.

G

Goods | This category includes all purchases of physical items. Most purchases of goods above the small purchase limit of \$100,000 are made by Department of Citywide Administrative Services.

H

Human Services | A class of services that are provided directly to clients in various at-need groups. This category includes homeless shelters, counseling services, youth programs, after-school programs, homes for the aged, home care and other similar services. Vendors in this category are primarily not-for-profit; some services, such as home care, also have for-profit providers.

I

Innovative Procurement | Agencies are permitted by the PPB Rules to experiment with new procurement methods. They may test any new method on a limited number of procurements. Once the tested methods are evaluated, PPB determines whether to codify the new methods for future use.

Intergovernmental Purchase | A fast-track method that enables City agencies to buy goods or services using pre-existing contracts between vendors and other government agencies, commonly the State of New York.

L

Line Item Appropriation | As part of the City's budget process, the City Council and Borough Presidents provide funding to specific vendors, typically community-based human services organizations, cultural institutions or other not-for-profit groups. The contracts through which those funds flow are classified as line item or discretionary appropriations. This type of contract usually results in a high volume of small awards, some valued at only a few thousand dollars.

LL129 Pre-award Waiver | A contracting agency may grant a full or partial waiver of the target subcontracting percentage (TSP) to a bidder or proposer who demonstrates that it has legitimate business reasons for proposing the level of subcontracting in its utilization plan. The TSP is the agency determined percentage of a prime contract that is likely to be subcontracted for construction, professional and architecture/engineering services work where the subcontract's dollar value will fall under one million dollars.

The contracting agency shall make its determination in light of factors which shall include, but not be limited to, whether the bidder or proposer has the capacity and the bona fide intention to perform the contract without any subcontracting, or to perform the contract without awarding the amount of subcontracts for under one million dollars represented by the target subcontracting percentage. In making such determination, the agency may consider whether the utilization plan is consistent with past subcontracting practices of the bidder or proposer, and whether the bidder or proposer has made good faith efforts to identify portions of the contract that it intends to subcontract.

M

Micro purchase | A method of procurement used to quickly buy goods, services or construction valued at up to \$5,000. Agencies may buy from any available vendor at a fair price, without formal competition. Agencies that use micro purchases the most tend to be those responsible for widely dispersed facilities including infrastructure, police station houses, parks, and housing complexes.

Minority/Women-Owned Businesses (M/WBES) | Local Law 129 of 2005 establishes citywide participation goals by race, ethnicity and gender for vendors that are certified to be owned by women and/or minorities for contracts less than \$1 million dollars. The citywide goals for Black Americans, Hispanic Americans, Asian Americans and Caucasian women represent the anticipated percentage of contracts by dollar value between City agencies and M/WBE firms during the course of the year. Prime contract participation goals exist in four industry categories: construction, professional services, standardized services and goods. Local Law 129 also establishes participation goals for subcontracts under \$1 million for construction and professional services. Each City agency that does at least \$5 million in procurement annually is responsible for developing an M/WBE utilization plan and meeting the citywide participation goals. The Department of Small Business Services certifies participating businesses as M/WBES through an application process in order to prevent fraudulent claims under this program.

N

Negotiated Acquisition | City agencies use this method of contracting when only a few vendors are available to provide the goods or services needed, when there is limited time available to procure necessary goods or services, or when a competitive procurement is otherwise not feasible. This method is often used for a variety of litigation support services.

Negotiated Acquisition Extension | A negotiated acquisition extension is the only option to extend a contract when renewal terms have been exhausted or are unavailable, and after the twelve month maximum amendment extension has been used, in order to provide an agency sufficient time to draft, issue and make new awards under an RFP. These extensions ensure that services may continue uninterrupted.

Negotiated acquisition extensions are also used to ensure the completion of ongoing construction projects that are not finished by the contract's expiration date. Negotiated acquisition extensions may extend the amount of time, money or both time and money allocated to complete a project.

Non-Responsible | A vendor that lacks the business integrity, financial capacity and/or ability to perform the requirements of a particular contract will be determined by the ACCO to be a “non-responsible bidder/proposer” and thus ineligible for a contract award. A vendor that is found non-responsible may appeal that determination to the head of the City agency responsible for the contract, and if the determination is upheld by the agency head, the vendor may appeal again to the CCPO.

Non-Responsive | A vendor that submits a bid or proposal that fails to conform to the requirements for documentation/information specified in a Request for Bids or Request for Proposals for a particular solicitation will be determined to be “a non-responsive bidder/proposer” and will not be considered for the contract. A vendor may appeal a finding of non-responsiveness to the head of the agency responsible for the contract.

LL129 Goals |

Prime	Asian	Black	Hispanic	Caucasian Female
Construction	No Goal	12.63%	9.06%	No Goal
Goods	5.19%	7.47%	4.99%	17.87%
Professional Services	No Goal	9.00%	5.00%	16.50%
Standard Services	No Goal	9.23%	5.14%	10.45%
Sub	Asian	Black	Hispanic	Caucasian Female
Construction	9.47%	12.63%	9.06%	No Goal
Professional Services	No Goal	9.00%	5.00%	16.50%

P

Prequalification | Process used by agencies to evaluate the qualifications of vendors for provision of particular categories of goods, services, construction or construction-related services, based on criteria such as experience, past performance, organizational capability, financial capability, track record of compliance and business integrity.

Prime Contract | A contract whose requirements are partly fulfilled by the awarding of subcontracts.

Procurement | The City’s purchasing process, which includes vendor selection, contract registration, payment, performance evaluation and contract administration.

Professional Services | Professional services are a class of services that require an individual to hold an advanced degree or have experience in a specialized field. Professional services are usually procured through a Request for Proposals, where emphasis is placed on the quality of the vendor’s approach as the service is likely to be highly individualized. Services of this type include: legal, management consulting, information technology, accounting, auditing, actuarial, advertising, health, architecture, pure construction management (without including construction) and environmental analysis.

Procurement Policy Board (PPB) | Pursuant to the New York City Charter, the PPB establishes the rules that govern the methods of selecting procurement types, soliciting bids and proposals, awarding and administering contracts, determining responsibility, retaining records and resolving contract disputes. The PPB must review its rules, policies and procedures on an annual basis and submit a report to the Mayor, Comptroller, and City Council with recommendations on agency organization and personnel qualifications in order to facilitate efficient procurement. The PPB consists of five members, three of whom are appointed by the Mayor and two of whom are appointed by the Comptroller.

Protest | Vendors that object to any aspect of a procurement and/or the resulting award, such as the qualifications of the winning vendor, may file a vendor protest with the head of the City agency responsible for the contract. This does not apply to accelerated procurements, emergency procurements and small purchases.

Public Work | Public work is defined as construction, reconstruction or maintenance work done by a public entity that takes place on public property with the primary objective of benefiting the public.

Purchasing Card Program | A purchasing card or (“P-card”) is an agency-issued credit card that allows micro purchases, those up to and including \$5,000, for needed goods and services to be made quickly and with a streamlined procurement process at a much-reduced administrative cost. MOCS administers the program and provides technical assistance to agencies. The purchasing card program serves as an entry point for vendors new to City business, particularly for M/WBEs and other small business. Vendors can more easily obtain payment with the P-card than under traditional purchasing and are encouraged to ask agency buyers to receive payment via the P-card.

R

Registration | The process through which the Comptroller (1) encumbers or holds funds to insure payment to the vendor on successful completion of the contract; (2) records all City contracts and agreements; (3) tracks City payments and revenue associated with each contract or agreement; and (4) objects if there is evidence of corruption related to the procurement process itself or with the selected vendor. After a City agency submits a contract package the Comptroller has 30 days to either register or reject the contract.

Renewal Contract | Method used to continue operation of a registered contract beyond its initial terms, as stipulated in the original contract.

Request for Proposals (RFP) | See Competitive Sealed Proposal

Required/Authorized Source or Method | On occasion, a state or federal agency or a private entity (such as a not-for-profit) that is funding a particular purchase through a City agency mandates either the specific vendor to be used for the provision of goods or services, or a specific process for selecting a vendor.

In other instances, state law provides a “preferred source” procurement method for particular types of vendors, e.g., those employing disabled New Yorkers.

Requirement Contract | A contract entered into by a City agency, usually DCAS or DOITT, with a vendor that agrees to supply the City’s entire requirement for the particular types of goods under the contract.

Responsible Bidder or Proposer | A vendor that has the capability in all respects to perform all contract requirements, and the business integrity and reliability that will assure performance in good faith.

S

Small Purchase | Method of procurement used for buying goods, services and construction valued at up to \$100,000. It involves a fast-track competitive process that incorporates expanded opportunities for certified M/WBEs.

Sole Source Contract | This procurement method may only be used when only one vendor is available to provide the required goods or services. This method is also used to “pass through” funds that support the NYC Economic Development Corporation and the capital construction projects of City-owned cultural institutions.

Solicitation | A solicitation is the process of notifying potential vendors that an agency wishes to receive bids or proposals for furnishing goods, services or construction. The process may include public advertising, mailing invitations for bids and requests for proposals, posting notices and/or delivery of telephone or fax messages to prospective vendors.

Standardized Services | Standardized services typically do not require the provider to have experience in a specialized field or hold an advanced degree. A standardized service is clearly defined and highly commoditized; procurements for these services are generally awarded based on the lowest price.

Examples include: security, janitorial, secretarial, transportation, collection and food related services.

Contracts for services such as plumbing, electrical and HVAC for maintenance and repair not related to new construction also fall into this category.

Subcontract | A contract between prime contractor and a subcontractor to furnish services for the performance of a prime or subcontract.

V

Vendor Enrollment Center (VEC) | Any business wishing to sell goods or services to the City may complete an enrollment form and be added to the citywide bidder lists used by all Mayoral agencies to distribute notices of City procurement opportunities.

Vendor Information Exchange System (VENDEX) | A computerized citywide system providing comprehensive information on vendors. Data is added to the VENDEX system from questionnaires completed by vendors. Vendors are required to file both Business Entity Questionnaires and Principal Questionnaires every three years if they have done \$100,000 or more worth of business with the City (contracts, franchises and concessions) during the preceding twelve months, or if they have sole source contracts totaling more than \$10,000.

Vendor | An actual or potential contractor.



NYC Business Solutions is a set of services offered by the Department of Small Business Services to help businesses start, operate and expand in New York City.

New York City Department of Small Business Services
110 William Street, 7th Floor, New York, NY 10038

Robert W. Walsh, Commissioner



Michael R. Bloomberg
Mayor

**Small Business
Services**