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Minority and Women-owned Business Enterprise Program

2012

Progress Report

FISCAL YEAR 2012 | JULY 1, 2011 – JUNE 30, 2012

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.



Minority and Women-owned Business Enterprise Program Progress Report

FISCAL YEAR 2012 | JULY 1, 2011 – JUNE 30, 2012

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Introduction

M/WBE PROGRAM HIGHLIGHTS

In Fiscal Year 2012, M/WBEs won \$400.9 million in prime contracts, the highest level yet, during a year the City's procurement budget decreased by 30%. During the same period, M/WBEs were awarded \$128.8 million in subcontract dollars in construction and professional services. All told, the City awarded nearly \$530 million to M/WBEs.

The City cannot count or track firms that self-identify as a minority or woman-owned business and who choose to not certify with the City. Firms enrolled in the City's program account for roughly 5% of the City's vendor pool. In Fiscal Year 2012, they won 7% of prime contracts in areas where they had capacity¹ to compete, which is roughly commensurate with their presence in the market. In some areas of contracting, particularly at low dollar values, certified M/WBEs were awarded upward of 20% of relevant contracts. This is expected, as most M/WBE firms are small businesses. The City is required by State law to award prime contracts to the lowest responsive and responsible bidder and may not use M/WBE status as a factor in making awards. In areas of contracting not subject to State bidding requirements, we see a significantly higher rate of M/WBE participation: certified M/WBEs were awarded 31% of all subcontracts in FY 2012. For subcontracts valued under \$1 million, M/WBEs won 42%.

Detailed information on City procurement and the types of contracts that are subject to the law can be found in the "Agency Procurement Indicators Report" at <http://www.nyc.gov/mocs>.

HELPING FIRMS NAVIGATE GOVERNMENT PROCUREMENT AND COMPETE FOR CITY CONTRACTS

SBS offers M/WBEs selling to government services that help them navigate the City's procurement system and provide them with tools they need to compete and perform on contracting opportunities. Services are provided through a combination of workshops, courses and one-on-one assistance. To be effective, M/WBEs need to understand the City's procurement rules and maintain the most up-to-date information on their profile found on SBS' Online Directory of Certified Businesses (www.nyc.gov/buycertified) and in other City procurement systems. In Fiscal Year 2012, the City launched a new set of capacity building programs for Minority- and Women-Owned Business Enterprises (M/WBEs) and small businesses. Led by the Department of Small Business Services (SBS), "Compete to Win" is a set of services designed to help M/WBEs win more contracts with the City. Compete to Win consists of the following services:

NYC Teaming

In partnership with American Express OPEN, this program helps firms create partnerships that allow them to pursue new contracting opportunities. The program includes a series of workshops focused on joint venturing, marketing to partners, and presenting teamed firms to buyers, followed by a business matching event.

Technical Assistance

Technical assistance is designed to guide businesses through submitting bids and proposals for City contracts, as well as aid unsuccessful bidders and proposers to improve their next submission.

¹ Human service contracting, dominated by not-for-profit entities, and "sole source" contracting, where there is only one provider for the required goods or services, are not counted towards this total.

Upfront Capital Loan

Upfront Capital Loan helps address the challenge that small businesses have in funding initial expenses or mobilization costs that are related to City contracts. Short-term working capital loans are made available to firms that are awarded City contracts through partnerships with New York Business Development Corporation and Business Outreach Center (BOC) Capital.

Bond Readiness

Bond Readiness provides construction companies with financial management skills to help them secure surety bonds which are necessary to compete on City contracts. The service consists of eight months of classroom training and one-on-one assistance.

NYC Construction Mentorship

NYC Construction Mentorship provides certified construction firms with greater access to City construction opportunities, a customized growth plan developed with a construction management firm, management classes, and on-the-job training services for contract winners.

FUTURE OF M/WBE PROGRAM

On January 7, 2013, Mayor Bloomberg signed new legislation, Local law 1 of 2013, which significantly enhances the M/WBE program by eliminating the \$1 million cap on contracts to which participation goals will apply and considerably increasing the overall number and value of contracts subject to participation goals. The total value of contracts subject to the M/WBE requirements will increase from \$430 million under the current program to \$2.2 billion under Local Law 1. Among other administrative changes, Local Law 1 requires SBS to collect more information from applicants during the certification process, publish additional applicant information in the Online Directory of Certified Businesses and perform site visits in connection with certification. The new legislation takes effect on July 1, 2013.

New York City Mayoral Agencies

The following analysis evaluates the utilization of minority and women-owned businesses in City procurement by 34 mayoral City agencies. New York City is one of the largest contracting jurisdictions in the nation. In Fiscal 2012, New York City procured more than \$10.5 billion worth of supplies, services and construction, through more than 46,000 transactions.

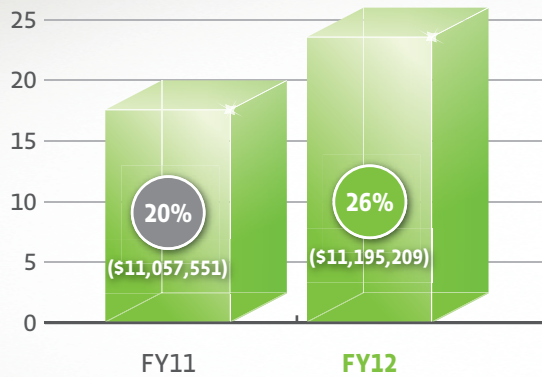
\$529.7 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

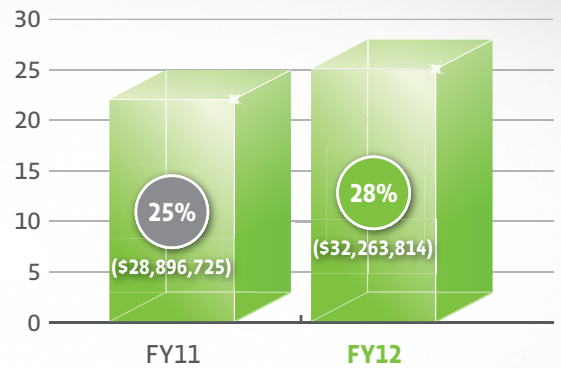
\$400.9 M:	Value of Prime Contracts Awarded to M/WBES
\$128.8 M:	Value of Subcontracts Awarded to M/WBES
9,270:	Prime Contracts Won by M/WBES
779:	Subcontracts Won by M/WBES
650:	M/WBES Won Prime Contracts
307:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$3.7 million in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Citywide M/WBE Initiatives to Improve Performance

In FY12, the City launched several major initiatives to enhance M/WBE firms' ability to compete:

- “Compete to Win” capacity building programs launched
- SBS conducted Train-the-Trainer sessions for 50 M/WBE officers and executive staff from 27 agencies
- SBS and MOCS hosted the Sixth Annual Citywide Procurement Fair, a networking event connecting nearly 500 M/WBE firms with 300 buyers from 71 City and State agencies, authorities, and private-sector contractors and corporations
- The City launched a “one-stop” application with New York State that allows qualified applicants to submit supporting documents just once to either certifying entity

LL129 Goal and Performance Breakdown

NYC awarded \$529.7 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$151.4 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation NYC awarded over \$70.2 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$152,959,487	\$151,403,632
Actual Awarded	\$72,921,763	\$70,170,040
% Goal Value Achieved	48%	46%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			\$1,093,980	\$95,000	9%	\$778,190	\$318,500	41%	No citywide goal		
	Professional Services	No citywide goal			\$424,922	\$214,102	50%	\$237,482	\$120,170	51%	\$866,741	\$46,500	5%
	Standard Services	No citywide goal			\$2,872,119	\$867,597	30%	\$1,645,308	\$982,691	60%	\$3,282,349	\$2,978,777	91%
	Goods	\$3,450,279	\$3,722,333	108%	\$4,941,600	\$3,854,594	78%	\$3,298,300	\$3,357,121	102%	\$11,811,213	\$11,635,806	99%
Contracts Through Other Methods*	Construction	No citywide goal			\$4,317,254	\$0	0%	\$3,020,958	\$420,854	14%	No citywide goal		
	Professional Services	No citywide goal			\$2,145,335	\$410,428	19%	\$1,191,853	\$0	0%	\$3,933,114	\$2,950,364	75%
	Standard Services	No citywide goal			\$1,817,848	\$190,954	11%	\$1,012,322	\$969,648	96%	\$2,058,126	\$28,250	1%
	Goods	\$4,348,388	\$79,623	2%	\$6,258,663	\$85,095	1%	\$4,180,820	\$746,808	18%	\$14,972,197	\$282,698	2%
Subcontracts**	Construction	\$10,916,199	\$6,187,143	57%	\$14,558,774	\$12,114,723	83%	\$10,443,586	\$5,425,833	52%	No citywide goal		
	Professional Services	No citywide goal			\$3,109,236	\$0	0%	\$1,727,353	\$364,952	21%	\$5,700,265	\$524,269	9%

Micro Purchases:	Goal Value: \$21 million	Actual: \$11.2 million	% Achieved: 53%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Administration for Children's Services

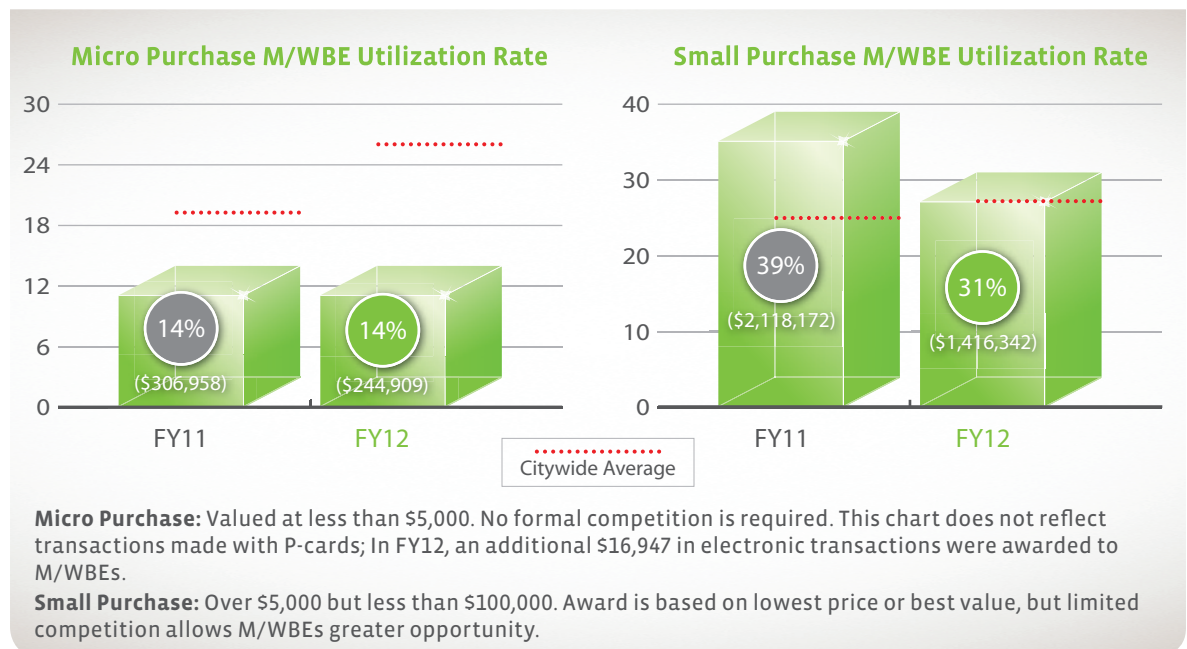
ACS ensures the safety and well-being of New York City's children by providing neighborhood-based and preventive services. ACS typically purchases human services, including child care; standard services such as janitorial services, equipment repair and on-call maintenance services; and professional services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

\$2.5 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

- \$2.5 M:** Value of Prime Contracts Awarded to M/WBES
- \$0** Value of Subcontracts Awarded to M/WBES
- 146:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 62:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Encouraged firms already doing business with the agency to get certified, including firms that attended Pre-bid/proposal conferences, and calling vendors to inform them about certification and referring them to SBS
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair and Asian Women in Business annual conference
- Participated in workshops and provided specific information about doing business with the City
- Conducted training sessions for specific procurement staff to help increase their knowledge of the M/WBE Program, including the Online Directory

M/WBE

LL129 Goal and Performance Breakdown

ACS typically procures contracts in sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129. ACS awarded \$2.5 million to City-certified M/WBE firms. This amount is less than the LL129 combined goal value of \$3 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation ACS awarded over \$2 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$3,769,237	\$3,002,282
Actual Awarded	\$2,526,610	\$2,000,246
% Goal Value Achieved	67%	67%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$42,654	\$0	0%	\$23,697	\$0	0%	\$78,199	\$0	0%
	Standard Services	No citywide goal			\$247,087	\$285,082	115%	\$137,598	\$24,446	18%	\$279,747	\$515,000	184%
	Goods	\$70,830	\$100,000	141%	\$101,946	\$170,860	168%	\$68,100	\$55,916	82%	\$243,879	\$240,038	98%
Contracts Through Other Methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$113,600	\$63,995	56%	\$63,111	\$0	0%	\$208,267	\$0	0%
	Standard Services	No citywide goal			\$154,189	\$0	0%	\$85,865	\$300,000	349%	\$174,569	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
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			\$6,834	\$0	0%	\$3,797	\$0	0%	\$12,530	\$0	0%

Micro Purchases:	Goal Value: \$885,782	Actual: \$244,909	% Achieved: 28%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

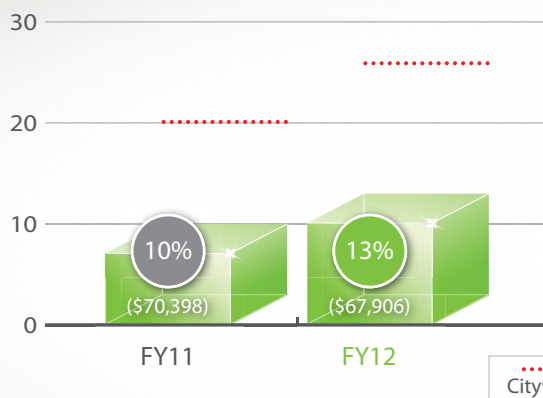
\$4.1 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

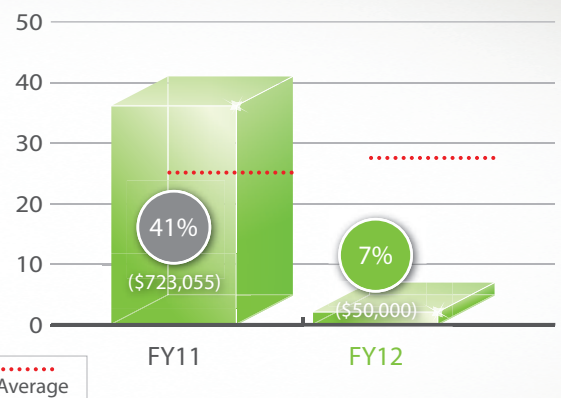
- \$4.1 M:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 34:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 11:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$5,000 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Increased solicitation of M/WBES for micro and small purchases
- Held meetings with DFTA senior staff to encourage contracting with M/WBE vendors
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Conducted quarterly reviews of M/WBE utilization
- Encouraged all inquirers seeking contract opportunities to register with SBS or partner with an M/WBE
- Designated additional staff to review and monitor M/WBE program items
- Posted M/WBE program information on DFTA's website

M/WBE

LL129 Goal and Performance Breakdown

DFTA typically procures contracts in sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129. DFTA awarded \$4.1 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$384,063. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DFTA awarded over \$117,906 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$871,787	\$384,063
Actual Awarded	\$629,578	\$117,906
% Goal Value Achieved	72%	31%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$48,919	\$0	0%	\$27,242	\$0	0%	\$55,385	\$50,000	90%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
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		
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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$252,517			Actual: \$67,906			% Achieved: 27%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Health and Mental Hygiene

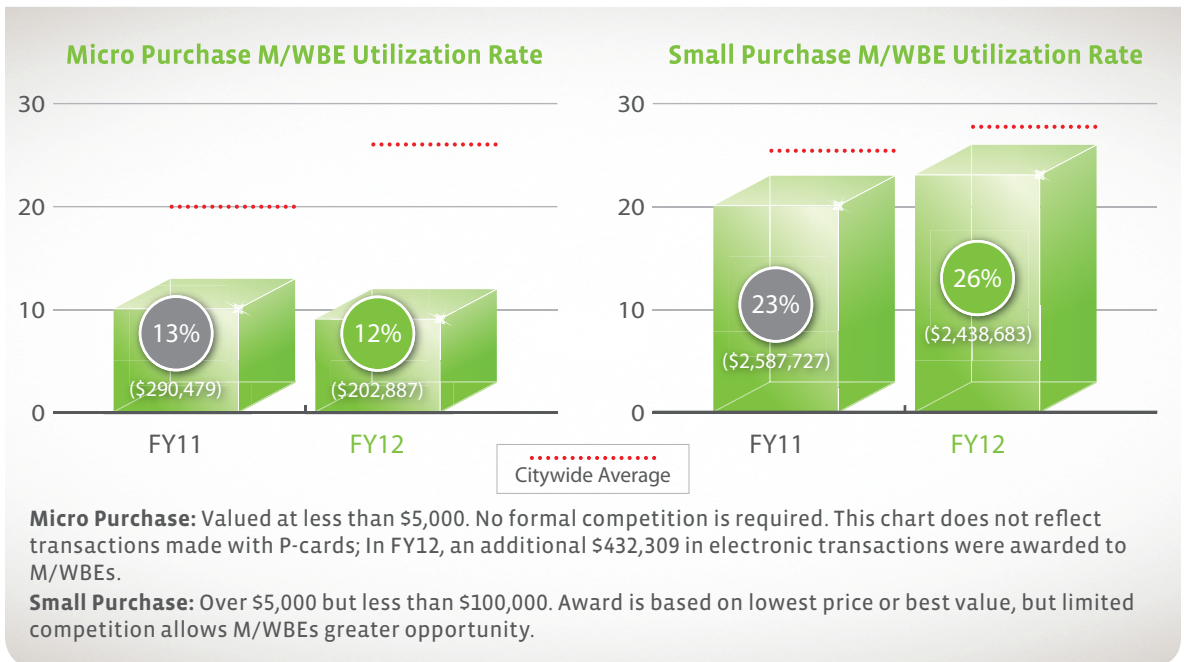
DOHMH works to improve the health of the City's most vulnerable residents. The Health Department recognizes that social and economic factors are inextricably linked to health and has made great progress in improving the health of all New York City residents. DOHMH typically purchases goods such as computer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

\$4.6 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

- \$4.6 M:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 212:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 100:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Engaged in outreach activities and encouraged vendors doing business with the agency to certify
- Trained agency staff on M/WBE initiatives
- Required P-card holders to use M/WBES
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Made M/WBE program info available to prospective M/WBES at agency locations and/or online via the agency's website.

LL129 Goal and Performance Breakdown

DOHMH typically awards contracts in sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129. DOHMH awarded \$4.6 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$4.59 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOHMH awarded over \$2.5 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$6,320,355	\$4,586,350
Actual Awarded	\$2,927,889	\$2,472,742
% Goal Value Achieved	46%	54%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$36,076	\$104,102	289%	\$20,042	\$108,170	540%	\$66,140	\$0	0%
	Standard Services	No citywide goal			\$231,216	\$40,846	18%	\$128,760	\$112,558	87%	\$261,778	\$139,988	53%
	Goods	\$332,126	\$517,327	156%	\$478,031	\$503,647	105%	\$319,327	\$123,261	39%	\$1,143,562	\$619,956	54%
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 (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Standard Services	No citywide goal			\$263,677	\$0	0%	\$146,836	\$0	0%	\$298,529	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$860,249			Actual: \$202,887			% Achieved: 24%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Homeless Services

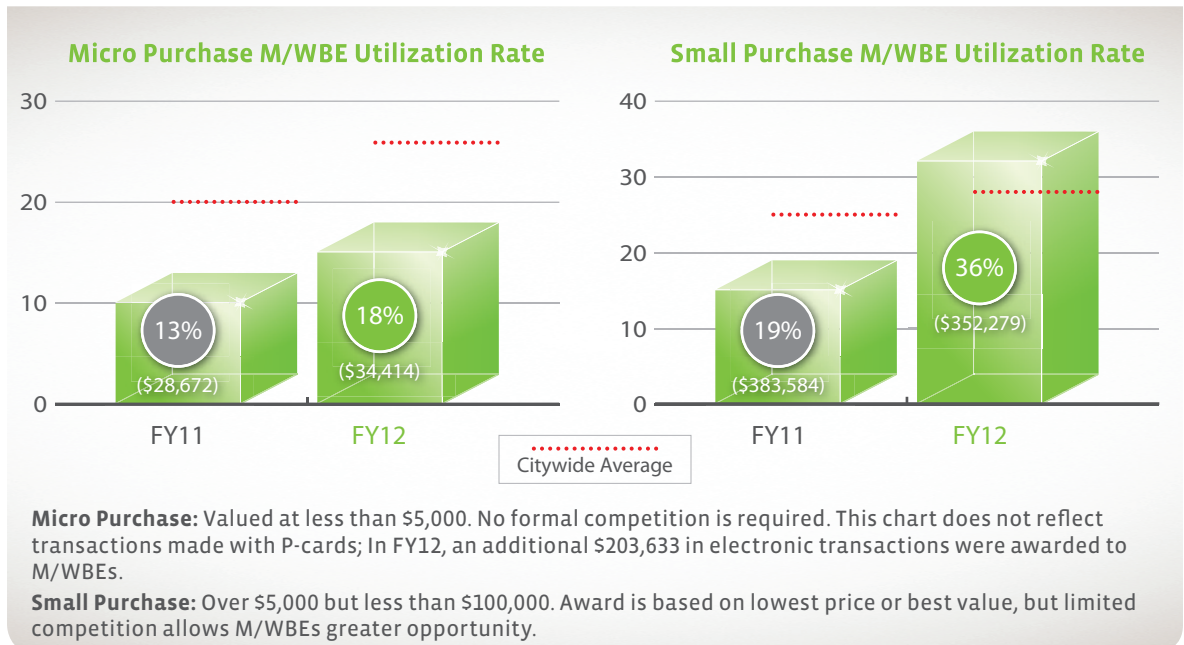
DHS works to prevent homelessness wherever possible and provides short-term emergency shelter and re-housing support. To this end DHS partners with public agencies and the business and non-profit communities. DHS typically purchases human services; standard services, such as security and transportation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

\$3.2 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

- \$3.2 M:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 52:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 35:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Encouraged vendors already doing business with the agency to certify
- Assisted contractors in identifying certified M/WBE subcontractors
- Increased solicitation of M/WBES for micro and small purchases
- Required Purchasing staff to reach out to M/WBE firms for all purchases under \$5,000 including P-Card purchases
- Participated in events with targeted outreach to M/WBES, including Annual Citywide Procurement Fair
- Held pre-bid meetings for all contracts with M/WBE Subcontractor Utilization goals which included an explanation of the program and how to complete required forms

LL129 Goal and Performance Breakdown

DHS typically awards contracts in sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129. DHS awarded \$3.2 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$725,529. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DHS awarded over \$358,692 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$979,338	\$725,529
Actual Awarded	\$639,656	\$358,692
% Goal Value Achieved	65%	49%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$24,109	\$0	0%	\$13,426	\$26,500	197%	\$27,296	\$23,900	88%
	Goods	\$31,421	\$15,772	50%	\$45,224	\$78,518	174%	\$30,210	\$29,796	99%	\$108,188	\$149,793	138%
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			No Agency Spending			No Agency Spending			No Agency Spending		
	Standard Services	No citywide goal			\$124,025	\$0	0%	\$69,067	\$0	0%	\$140,418	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$6,011	\$0	0%	\$8,016	\$0	0%	\$5,750	\$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		
Micro Purchases:					Goal Value: \$92,368			Actual: \$34,414			% Achieved: 37%		

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Youth and Community Development

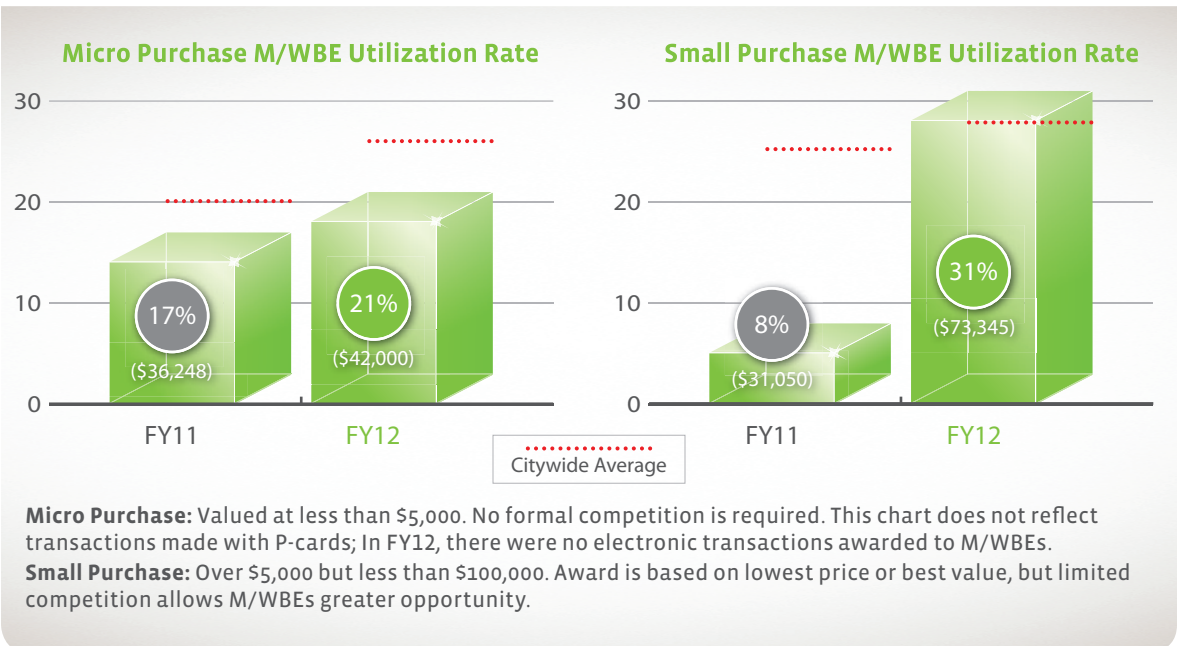
DYCD provides the City of New York with high quality, efficient youth and family programming. The department administers available city, state and federal funds to strong and effective community-based organizations that are attuned to the needs of the people they serve, and devoted to the highest principles 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.

\$1.7 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

\$1.7 M:	Value of Prime Contracts Awarded to M/WBES
\$0:	Value of Subcontracts Awarded to M/WBES
44:	Prime Contracts Won by M/WBES
0:	Subcontracts Won by M/WBES
28:	M/WBES Won Prime Contracts
0:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Participated in events with targeted outreach to M/WBES, including Citywide Procurement Fair
- Increased solicitation of M/WBES for small and micro purchases
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Helped M/WBE firms to be more competitive by conducting losing bidder/proposer debriefings
- Held Pre-bid meetings for all contracts with M/WBE Subcontractor Utilization goals which included an explanation of the program and how to complete Schedule B
- Monitored agency performance with quarterly contract reports provided by SBS

LL129 Goal and Performance Breakdown

DYCD procures a broad range of human service contracts, which fall outside the purview of LL129. DYCD awarded \$1.7 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$109,022. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DYCD awarded over \$115,346 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$220,831	\$109,022
Actual Awarded	\$67,298	\$115,346
% Goal Value Achieved	30%	106%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			No Agency Spending			No Agency Spending			No Agency Spending		
	Goods	\$8,793	\$8,727	99%	\$12,655	\$0	0%	\$8,454	\$0	0%	\$30,275	\$64,619	213%
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		
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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$48,845			Actual: \$42,000			% Achieved: 86%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Human Resources Administration

HRA provides temporary assistance to individuals and families with social service and economic needs, helping them attain 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.

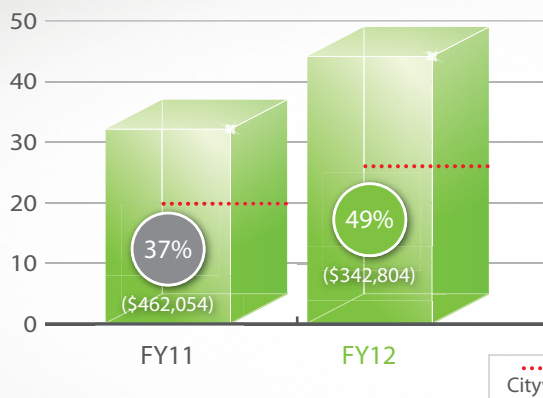
\$18.7 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

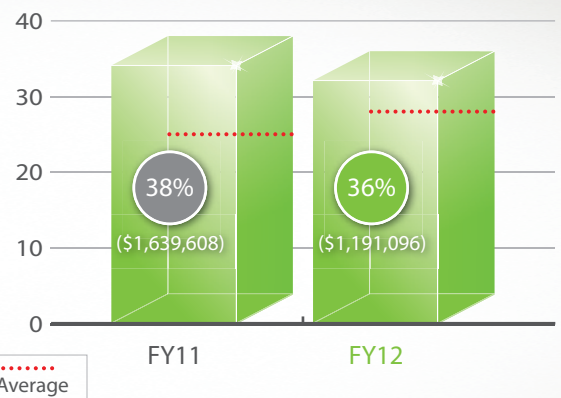
\$18.7 M:	Value of Prime Contracts Awarded to M/WBES
\$0:	Value of Subcontracts Awarded to M/WBES
295:	Prime Contracts Won by M/WBES
0:	Subcontracts Won by M/WBES
90:	M/WBES Won Prime Contracts
0:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$80,118 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Advertised all formal solicitations in Minority Commerce Weekly
- Increased solicitation of M/WBES for micro and small purchases
- Participated in events with targeted outreach to M/WBES, including the Annual Citywide Procurement Fair, National Minority Supplier Development Council's conference, and The Competitive Edge conference
- Held Pre-bid meetings for all contracts with M/WBE Subcontractor Utilization goals which included an explanation of the program and how to complete required forms
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Conducted debriefings for losing bidders and proposers

LL129 Goal and Performance Breakdown

HRA typically awards contracts in sizes greater than \$1 million, or in the human service industry, which fall outside the purview of LL129. HRA awarded \$18.7 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$1.7 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation HRA awarded over \$1.3 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$2,076,237	\$1,690,271
Actual Awarded	\$1,677,616	\$1,332,854
% Goal Value Achieved	81%	79%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$63,360	\$60,000	95%	\$35,200	\$0	0%	\$116,159	\$25,000	22%
	Standard Services	No citywide goal			\$149,484	\$38,217	26%	\$83,244	\$51,392	62%	\$169,242	\$332,949	197%
	Goods	\$51,627	\$47,804	93%	\$74,307	\$63,013	85%	\$49,637	\$171,433	345%	\$177,759	\$200,244	113%
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			No Agency Spending			No Agency Spending			No Agency Spending		
	Standard Services	No citywide goal			\$132,255	\$0	0%	\$73,650	\$0	0%	\$149,737	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$3,773	\$0	0%	\$5,032	\$0	0%	\$3,610	\$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		
Micro Purchases:					Goal Value: \$352,196			Actual: \$342,804			% Achieved: 97%		

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Buildings

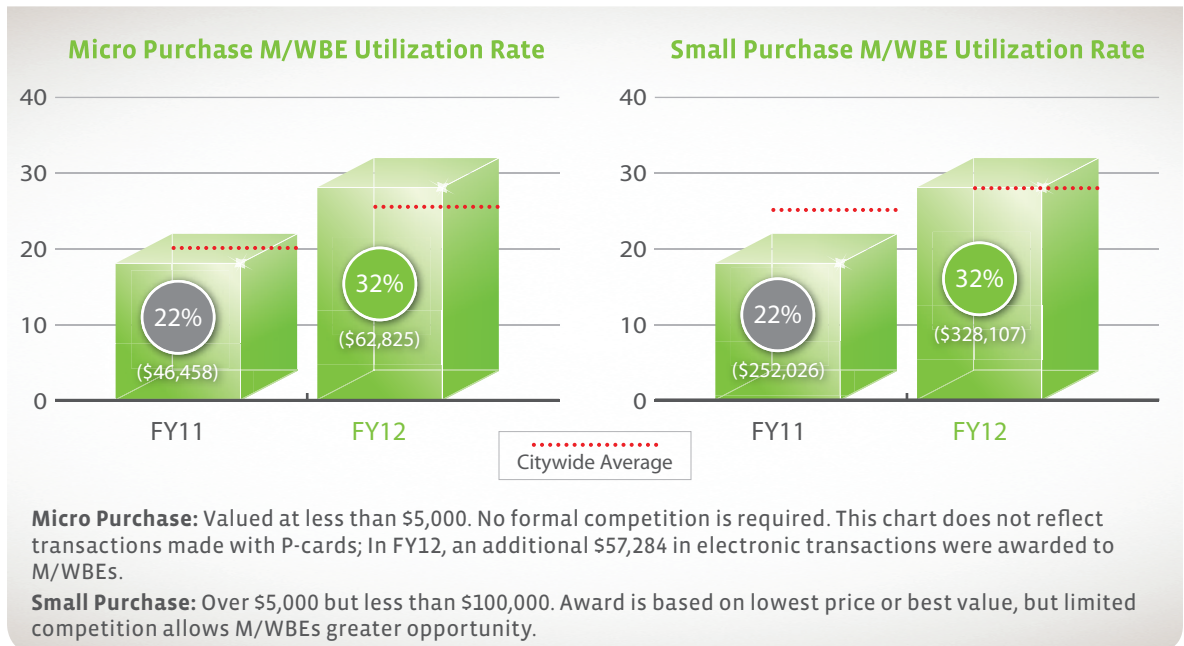
DOB ensures the safe and lawful use of buildings and properties by enforcing the building code and zoning regulation. DOB typically purchases goods such as IT software and office supplies and standard services such as materials testing, printer maintenance, and license examination services.

\$974,072

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

- \$974,072:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 47:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 32:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Hosted M/WBE training for P-card holders
- Encouraged certification, including calling eligible vendors already doing business with the agency
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Conducted one-on-one meetings with M/WBE vendors when requested
- Updated standard operating procedures to include steps geared towards M/WBE related activities
- Solicited quotes from M/WBE vendors listed on NYS OGS and GSA contracts

LL129 Goal and Performance Breakdown

DOB awarded \$974,072 to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$405,171. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOB awarded over \$283,095 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$443,382	\$405,171
Actual Awarded	\$217,852	\$283,095
% Goal Value Achieved	49%	70%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$32,956	\$0	0%	\$18,309	\$12,000	66%	\$60,419	\$0	0%
	Standard Services	No citywide goal			\$33,115	\$18,804	57%	\$18,441	\$26,696	145%	\$37,492	\$0	0%
	Goods	\$15,475	\$0	0%	\$22,273	\$69,215	311%	\$14,879	\$14,325	96%	\$53,283	\$79,230	149%
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			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	No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals			No citywide goal		
	Professional Services	No citywide goal			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$98,529			Actual: \$62,825			% Achieved: 64%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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. The Division of Municipal Supply Services procures the City's requirements contracts for various goods including office supplies. 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.

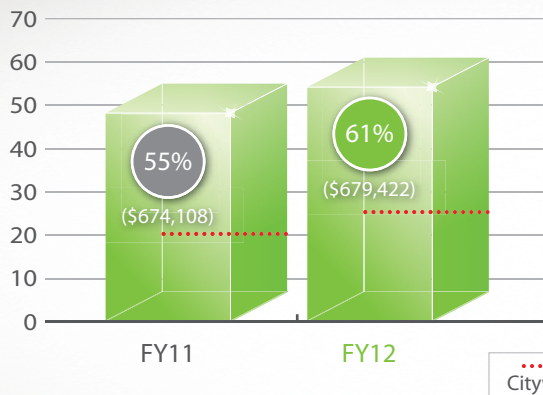
\$62.3 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

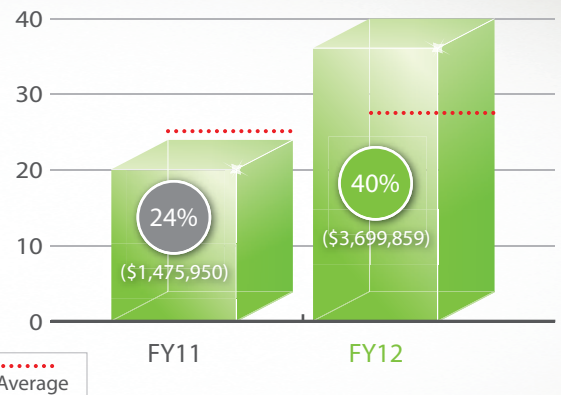
\$58.5 M:	Value of Prime Contracts Awarded to M/WBES
\$3.8 M:	Value of Subcontracts Awarded to M/WBES
534:	Prime Contracts Won by M/WBES
24:	Subcontracts Won by M/WBES
133:	M/WBES Won Prime Contracts
20:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$167,891 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Formed an internal M/WBE advisory board to provide DCAS perspective from business owners and advocates
- Held pre-bid/proposal conferences for all contracts with M/WBE subcontractor utilization goals, which included an explanation of the program and how to complete Schedule B
- Enhanced the "Doing Business with DCAS" website to include sections where vendors can view bid openings occurring in the next 30 days, bid results, recent awards, and current solicitations with M/WBE subcontracting goals. The website also features plan holders lists, bid results, recent awards, and most frequently asked questions
- Participated in events and with targeted outreach to M/WBES, including the Citywide Procurement Fair, New York State's M/WBE Forum, Annual Queens Business & Procurement Expo, Brooklyn Small Business & Procurement Expo, and "The New Agenda" forum

LL129 Goal and Performance Breakdown

DCAS typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DCAS awarded \$62.3 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$41.3 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DCAS awarded over \$9.6 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$31,044,881	\$41,338,011
Actual Awarded	\$6,300,411	\$9,551,912
% Goal Value Achieved	20%	23%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			\$338,480	\$95,000	28%	\$242,805	\$150,000	62%	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			\$90,532	\$0	0%	\$50,415	\$25,000	50%	\$102,498	\$308,223	301%
	Goods	\$285,750	\$554,542	194%	\$411,281	\$250,000	61%	\$274,738	\$287,028	104%	\$983,881	\$1,463,567	149%
Contracts Through Other Methods*	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$1,072,322	\$246,433	23%	\$595,735	\$0	0%	\$1,965,924	\$2,250,364	114%
	Standard Services	No citywide goal			\$93,468	\$0	0%	\$52,050	\$0	0%	\$105,822	\$28,250	27%
	Goods	\$4,348,388	\$79,623	2%	\$6,258,663	\$85,095	1%	\$4,180,820	\$746,808	18%	\$14,972,197	\$282,698	2%
Subcontracts**	Construction	\$1,222,243	\$321,535	26%	\$1,630,087	\$695,513	43%	\$1,169,326	\$1,002,813	86%	No citywide goal		
	Professional Services	No citywide goal			\$98,552	\$0	0%	\$54,751	\$0	0%	\$180,679	\$0	0%

Micro Purchases:	Goal Value: \$556,605	Actual: \$679,422	% Achieved: 122%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

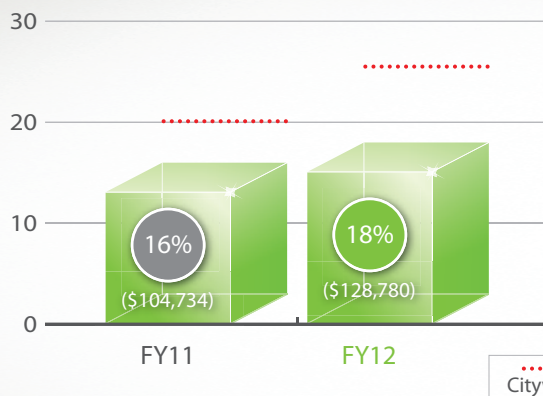
\$145.5 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

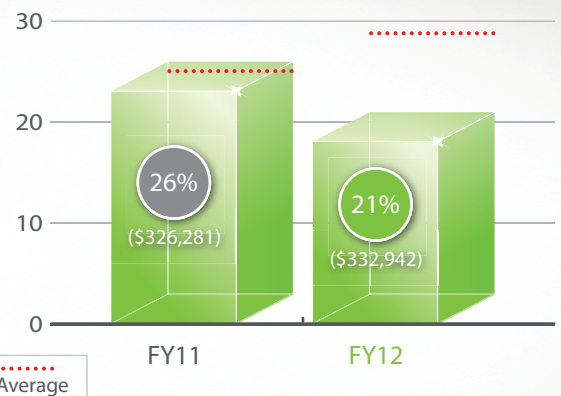
\$96.3 M:	Value of Prime Contracts Awarded to M/WBES
\$49.2 M:	Value of Subcontracts Awarded to M/WBES
137:	Prime Contracts Won by M/WBES
165:	Subcontracts Won by M/WBES
57:	M/WBES Won Prime Contracts
87:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$12,646 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Increased solicitation of M/WBES for small purchases
- Made it easier for M/WBES and small businesses to do business with the City by providing additional contract information online, including preliminary bid results and the list of vendors that downloaded the solicitation package
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair, Regional Alliance's Contractor Networking event, Professional Women in Construction, and Annual Queens Business Procurement Expo
- Provided assistance to M/WBE sub-contractors with payment and other issues on agency projects
- Worked with SBS to implement the Construction Loan Mobilization program

LL129 Goal and Performance Breakdown

DDC typically procures contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DDC awarded \$145.5 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$23.1 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DDC awarded over \$16.9 million in goal areas.

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.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$25,935,933	\$23,059,491
Actual Awarded	\$21,836,679	\$16,928,427
% Goal Value Achieved	84%	73%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			\$14,011	\$0	0%	\$3,485	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$3,182	\$0	0%	\$3,182	\$0	0%	\$93,550	\$0	0%
	Standard Services	No citywide goal			\$7,928	\$22,281	281%	\$50,298	\$29,720	59%	\$39,576	\$0	0%
	Goods	\$25,912	\$7,515	29%	\$12,887	\$42,730	332%	\$5,893	\$43,206	733%	\$20,570	\$69,553	338%
Contracts Through Other Methods*	Construction	No citywide goal			\$162,146	\$0	0%	\$40,335	\$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			No Agency Spending			No Agency Spending			No Agency Spending		
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$4,103,787	\$5,297,321	129%	\$5,473,160	\$8,149,363	149%	\$3,926,115	\$3,137,957	80%	No citywide goal		
	Professional Services	No citywide goal			\$2,652,357	\$0	0%	\$1,473,532	\$0	0%	\$4,862,654	\$0	0%

Micro Purchases:	Goal Value: \$84,930	\$128,780	% Achieved: 152%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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 industrial supplies and safety equipment; and standard services such as maintenance and repair services. Subcontracting opportunities available through DEP include IT consulting and construction trades.

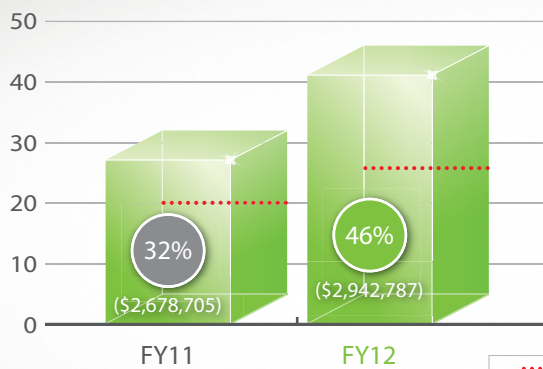
\$108.2 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

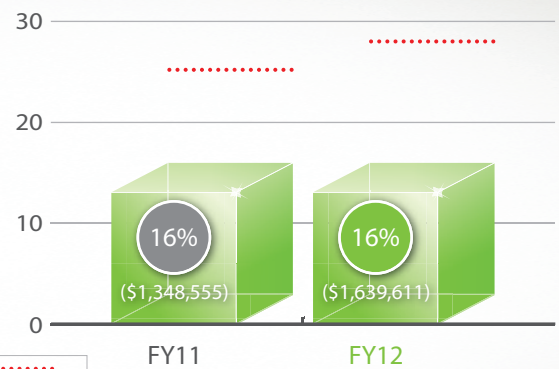
\$60 M:	Value of Prime Contracts Awarded to M/WBES
\$48.3 M:	Value of Subcontracts Awarded to M/WBES
940:	Prime Contracts Won by M/WBES
225:	Subcontracts Won by M/WBES
147:	M/WBES Won Prime Contracts
120:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$1 M in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Increased solicitation of M/WBES for micro and small purchases, and updated procurement staff on M/WBE related items
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair, Regional Alliance for Small Contractors Clearinghouse, Annual Queens Business & Procurement Expo, Asian Women in Business Annual Conference, Bronx Business Opportunities Expo, LICBDC's Business to Business Trade Show, Brooklyn Small Business & Procurement Expo, and the 2011 M/WBE Forum
- Conducted internal contract audits and meetings to ensure contract compliance and discuss program issues
- Provided assistance to M/WBE sub-contractors with payment and other issues
- Hosted targeted M/WBE networking events and training sessions

M/WBE

LL129 Goal and Performance Breakdown

DEP typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DEP awarded \$108.2 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$15 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DEP awarded over \$5.6 million in goal areas.

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.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$13,743,923	\$15,015,210
Actual Awarded	\$4,999,299	\$5,593,214
% Goal Value Achieved	36%	37%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$55,857	\$0	0%	\$31,032	\$0	0%	\$102,404	\$0	0%
	Standard Services	No citywide goal			\$405,007	\$5,685	1%	\$225,540	\$0	0%	\$458,540	\$366,003	80%
	Goods	\$263,714	\$127,768	48%	\$379,565	\$136,809	36%	\$253,552	\$58,875	23%	\$908,010	\$877,470	97%
Contracts Through Other Methods*	Construction	No citywide goal			\$235,761	\$0	0%	\$169,121	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$108,720	\$0	0%	\$60,400	\$0	0%	\$199,320	\$0	0%
	Standard Services	No citywide goal			\$510,256	\$0	0%	\$284,151	\$658,088	232%	\$577,700	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$1,871,505	\$0	0%	\$2,495,999	\$0	0%	\$1,790,479	\$119,728	7%	No citywide goal		
	Professional Services	No citywide goal			\$138,522	\$0	0%	\$76,957	\$0	0%	\$253,958	\$300,000	118%

Micro Purchases:	Goal Value: \$3,159,140	Actual: \$2,942,787	% Achieved: 93%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

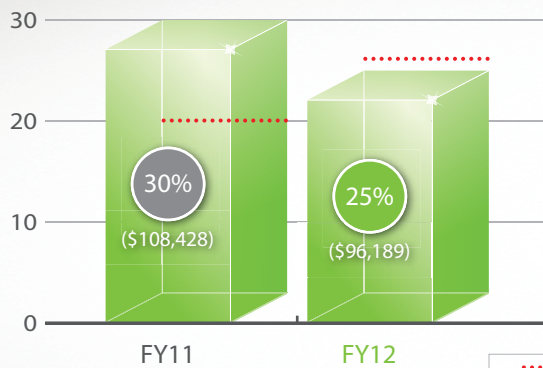
\$37.1 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

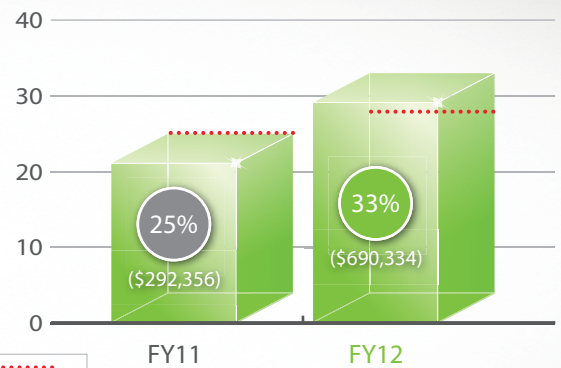
- \$37 M:** Value of Prime Contracts Awarded to M/WBES
- \$142,600:** Value of Subcontracts Awarded to M/WBES
- 90:** Prime Contracts Won by M/WBES
- 1:** Subcontracts Won by M/WBES
- 42:** M/WBES Won Prime Contracts
- 1:** M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$8,984 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair, Asian Women in Business annual conference, and GovTech
- Staff attended Procurement Training Institute sessions with SBS and MOCS
- Conducted presentations on M/WBE related activities to relay key information to executive staff
- Increased solicitation of M/WBES for micro and small purchases and informed M/WBES about IT and media opportunities
- Scheduled debriefings with losing bidders to help identify issues in proposed bid documents

M/WBE

LL129 Goal and Performance Breakdown

DoITT typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DoITT awarded \$37.1 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$837,543. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DoITT awarded over \$770,223 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$543,390	\$837,543
Actual Awarded	\$277,397	\$770,223
% Goal Value Achieved	51%	92%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$27,267	\$0	0%	\$15,149	\$0	0%	\$49,990	\$0	0%
	Standard Services	No citywide goal			\$72,553	\$89,915	124%	\$40,403	\$50,000	124%	\$82,143	\$0	0%
	Goods	\$50,982	\$150,811	296%	\$73,379	\$53,438	73%	\$49,017	\$196,269	400%	\$175,539	\$133,602	76%
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			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	No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals			No citywide goal		
	Professional Services	No citywide goal			\$1,900	\$0	0%	\$1,056	\$0	0%	\$3,484	\$0	0%
Micro Purchases:		Goal Value: \$194,681			Actual: \$96,189			% Achieved: 49%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

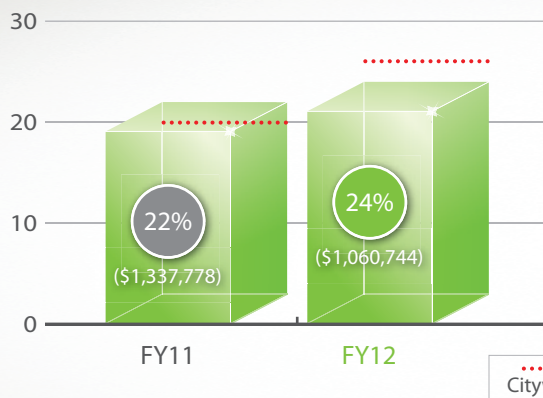
\$51.4 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

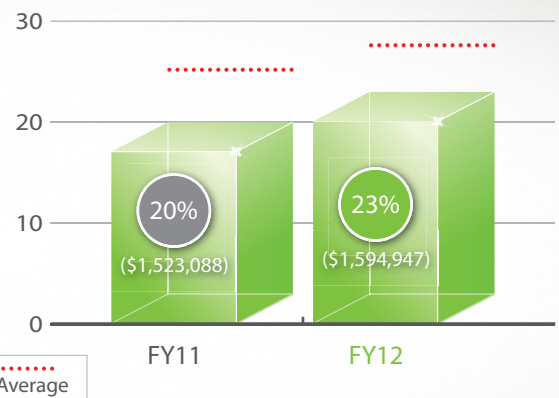
\$34.5 M:	Value of Prime Contracts Awarded to M/WBES
\$16.9 M:	Value of Subcontracts Awarded to M/WBES
597:	Prime Contracts Won by M/WBES
256:	Subcontracts Won by M/WBES
146:	M/WBES Won Prime Contracts
99:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$113,395 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair (sending several buyers for the networking sessions) and the Compete to Win – Technical Assistance with Small Business Services
- Conducted quarterly meetings with procurement staff to monitor M/WBE utilization
- Developed new forms and procedures for tracking M/WBE participation and actual payments to M/WBE subcontractors
- Helped M/WBE firms be more competitive by conducting losing bidder/proposer debriefings
- Worked with SBS to implement the Construction Loan Mobilization and citywide construction mentorship programs
- Hired a full time Program Manager to administer and monitor the agency's Capital M/WBE expenditures and operations, as well as to serve as the liaison with M/WBE firms, majority firms, and DPR residents on all LL129 matters

LL129 Goal and Performance Breakdown

DPR typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DPR awarded \$51.4 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$19.9 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DPR awarded over \$7.8 million in goal areas.

The large contract sizes, specialized work, and state and federal funding sources preclude many of DPR'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 these subcontracting opportunities and continue to win contract with DPR.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$24,434,133	\$19,868,565
Actual Awarded	\$10,308,732	\$7,811,955
% Goal Value Achieved	42%	39%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			\$18,094	\$0	0%	\$12,980	\$0	0%	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			\$194,479	\$19,830	10%	\$108,302	\$0	0%	\$220,185	\$183,771	83%
	Goods	\$238,328	\$106,455	45%	\$343,027	\$142,420	42%	\$229,144	\$296,833	130%	\$820,602	\$792,626	97%
Contracts Through Other Methods*	Construction	No citywide goal			\$2,992,727	\$0	0%	\$2,146,802	\$420,854	20%	No citywide goal		
	Professional Services	No citywide goal			No Agency Spending			No Agency Spending			No Agency Spending		
	Standard Services	No citywide goal			\$380,050	\$190,954	50%	\$211,642	\$0	0%	\$430,284	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$2,732,521	\$550,787	20%	\$3,644,323	\$2,916,347	80%	\$2,614,217	\$1,130,335	43%	No citywide goal		
	Professional Services	No citywide goal			\$108,000	\$0	0%	\$60,000	\$0	0%	\$198,000	\$0	0%

Micro Purchases:	Goal Value: \$2,164,856	Actual: \$1,060,744	% Achieved: 49%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

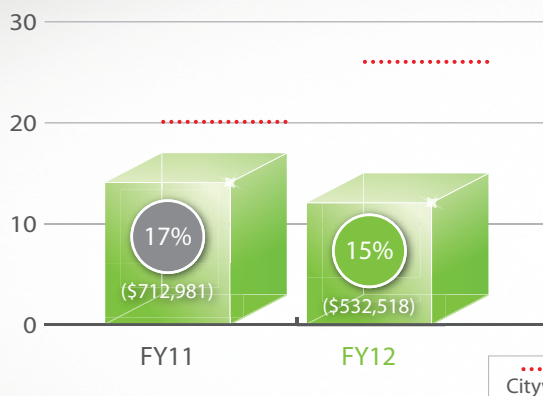
\$9 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

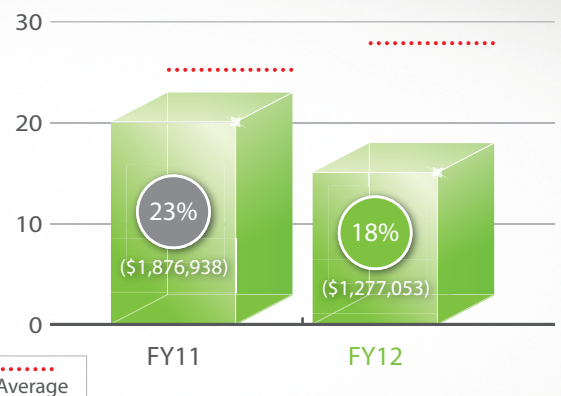
\$4.4 M:	Value of Prime Contracts Awarded to M/WBES
\$4.6 M:	Value of Subcontracts Awarded to M/WBES
349:	Prime Contracts Won by M/WBES
14:	Subcontracts Won by M/WBES
73:	M/WBES Won Prime Contracts
12:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$39,986 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Conducted outreach to certified M/WBES for bids and RFPs over \$1 million
- Shared DSNY collected vendor information with other city agencies
- Advertised in minority publications, including Minority Commerce Weekly
- Required that all small and micro purchases go through a procedural checklist to be submitted to the ACCO office for tracking
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair, Asian Women in Business Procurement Conference, Annual Queens Business & Procurement Expo, and Brooklyn Small Business & Procurement Expo.
- Participated in workshops to inform M/WBES about City procurement policies, including sessions of "I'm Certified, Now What"
- Encouraged bid follow-up meetings accordingly to identify reasons for minimal M/WBE response
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS, and conducted annual training for bureau contracting staff

LL129 Goal and Performance Breakdown

DSNY typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DSNY awarded \$9 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$5.5 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DSNY awarded over \$2.2 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$5,775,657	\$5,539,631
Actual Awarded	\$2,506,378	\$2,179,592
% Goal Value Achieved	43%	39%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	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			\$36,000	\$0	0%	\$20,000	\$0	0%	\$66,000	\$0	0%
	Standard Services	No citywide goal			\$80,987	\$25,000	31%	\$45,100	\$0	0%	\$91,692	\$100,000	109%
	Goods	\$288,556	\$229,887	80%	\$415,321	\$247,257	60%	\$277,437	\$174,024	63%	\$993,546	\$485,906	49%
Contracts Through Other Methods*	Construction	No citywide goal			\$390,479	\$0	0%	\$280,106	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			No Agency Spending			No Agency Spending			No Agency Spending		
	Standard Services	No citywide goal			\$153,411	\$0	0%	\$85,431	\$0	0%	\$173,688	\$0	0%
	Goods	Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
Subcontracts**	Construction	\$119,377	\$0	0%	\$159,212	\$350,000	220%	\$114,209	\$35,000	31%	No citywide goal		
	Professional Services	No citywide goal			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:					Goal Value: \$1,749,079			Actual: \$532,518			% Achieved: 30%		

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Transportation

DOT manages much of the City's transportation infrastructure, including city streets, highways, sidewalks, and bridges. DOT typically purchases construction services including heavy construction, 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.

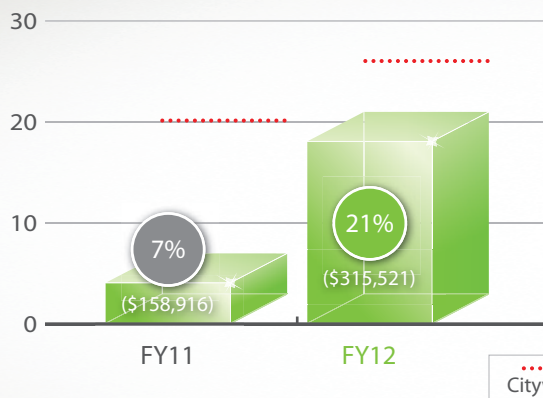
\$9 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

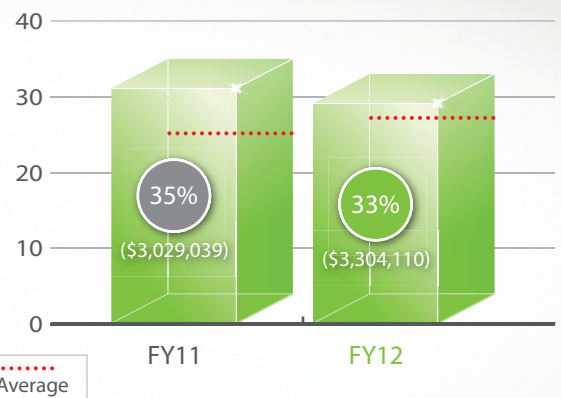
\$7.6 M:	Value of Prime Contracts Awarded to M/WBES
\$1.4 M:	Value of Subcontracts Awarded to M/WBES
192:	Prime Contracts Won by M/WBES
9:	Subcontracts Won by M/WBES
91:	M/WBES Won Prime Contracts
7:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$555,360 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair, Professional Women in Construction, US Dept. of Commerce Minority Business Development forum, Asian Women in Business Procurement Conference, Annual Queens Business & Procurement Expo, General Services Administration (GSA) seminar, and project-specific events with DBE goals
- Participated in workshops to inform M/WBES about City procurement policies, including a session of "I'm Certified, Now What"
- Advertised solicitations in minority publications, including the Amsterdam News, Minority Commerce Weekly, and El Diario
- Distributed the Vendor's Guide to doing business with the agency at events and agency locations
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Increased solicitation of M/WBES for micro and small purchases and encouraged buyers to reach out to SBS to identify M/WBE vendors
- Conducted losing bidder/proposer debriefings
- Worked with SBS to help develop and implement the new Construction Loan Mobilization program

M/WBE



LL129 Goal and Performance Breakdown

DOT typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DOT awarded \$9 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$4 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOT awarded over \$3.9 million in goal areas.

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 these subcontracting opportunities and continue to win contracts with DOT.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$7,399,852	\$4,022,744
Actual Awarded	\$4,319,903	\$3,943,195
% Goal Value Achieved	58%	98%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$4,741	\$0	0%	\$2,634	\$0	0%	\$8,691	\$0	0%
	Standard Services	No citywide goal			\$321,900	\$40,000	12%	\$179,260	\$188,342	105%	\$364,448	\$458,600	126%
	Goods	\$328,918	\$414,693	126%	\$473,414	\$241,447	51%	\$316,243	\$307,190	97%	\$1,132,517	\$1,388,180	123%
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			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	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$84,182	\$0	0%	\$112,273	\$0	0%	\$80,538	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$93,620	\$0	0%	\$52,011	\$364,952	702%	\$171,637	\$224,269	131%

Micro Purchases:	Goal Value: \$295,720	Actual: \$315,521	% Achieved: 107%
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* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Housing Preservation and Development

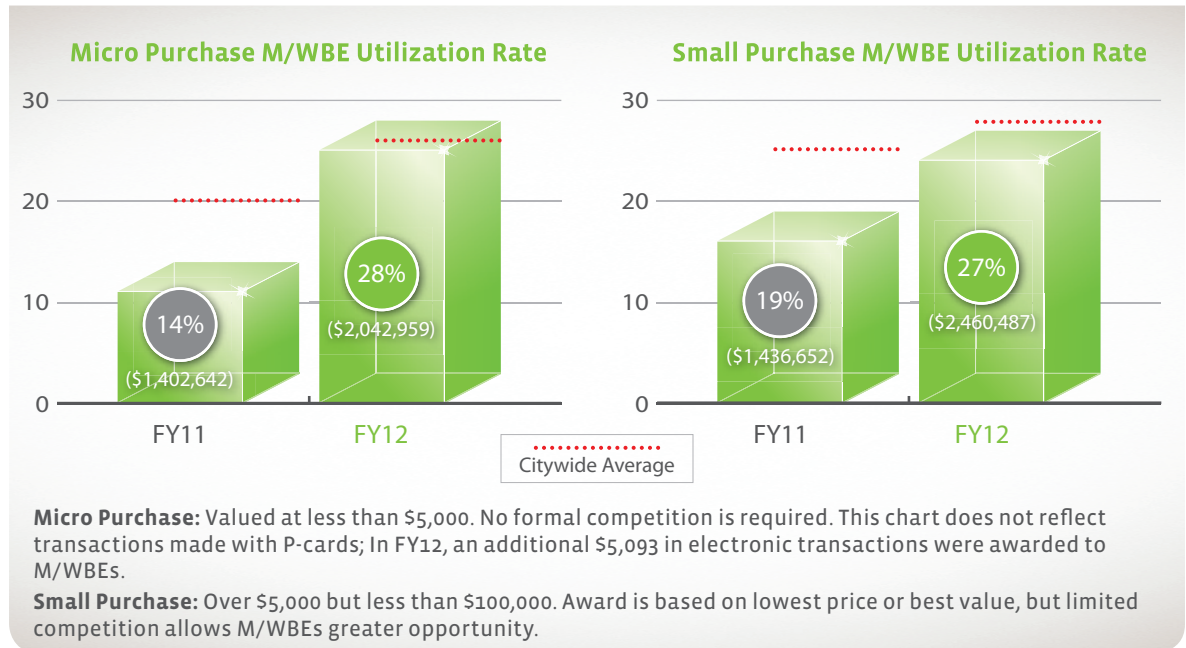
HPD protects the existing housing stock and expands housing options for New Yorkers as it strives to improve the availability, affordability, and quality of housing in New York City. HPD typically purchases construction services including construction trades; standard services such as exterminating and cleaning services; and goods, including computer equipment. Many of HPD's purchases in contract sizes less than \$100,000 are procured from a pre-qualified list of vendors.

\$7.5 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

\$7 M:	Value of Prime Contracts Awarded to M/WBES
\$447,900:	Value of Subcontracts Awarded to M/WBES
3,813:	Prime Contracts Won by M/WBES
57:	Subcontracts Won by M/WBES
109:	M/WBES Won Prime Contracts
8:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Advertised bid notices in Minority Commerce Weekly
- Contacted certified firms to inform them about subcontracting opportunities via phone and e-mail
- Frequently hosted HPD Workshops for certified firms and potential bidders to explain LL129
- Promoted HPD's contractor training program at CUNY colleges to M/WBES and LBES
- Increased solicitation of M/WBES for micro and small purchases
- Participated in events with targeted outreach to M/WBES, including the US Dept. of Commerce MBDA Procurement Matchmaker, Regional Alliance of New York's Contractor Networking event, Citywide Procurement Fair, and The Competitive Edge
- Worked with SBS to help implement the new Construction Loan Mobilization and Citywide Mentorship program

LL129 Goal and Performance Breakdown

HPD awarded \$7.5 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$6.5 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation HPD awarded over \$3.1 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$7,168,271	\$6,503,820
Actual Awarded	\$2,057,029	\$3,088,903
% Goal Value Achieved	29%	47%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			\$666,561	\$0	0%	\$478,151	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$20,608	\$50,000	243%	\$11,449	\$0	0%	\$37,781	\$0	0%
	Standard Services	No citywide goal			\$213,601	\$21,000	10%	\$118,950	\$100,000	84%	\$241,834	\$107,247	44%
	Goods	\$59,913	\$185,438	310%	\$86,233	\$123,426	143%	\$57,604	\$211,342	367%	\$206,289	\$229,991	111%
Contracts Through Other Methods*	Construction	No citywide goal			\$351,281	\$0	0%	\$251,988	\$0	0%	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		
Subcontracts**	Construction	\$6,370	\$17,500	275%	\$8,496	\$0	0%	\$6,094	\$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		
Micro Purchases:					Goal Value: \$3,680,616			Actual: \$2,042,959			% Achieved: 56%		

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

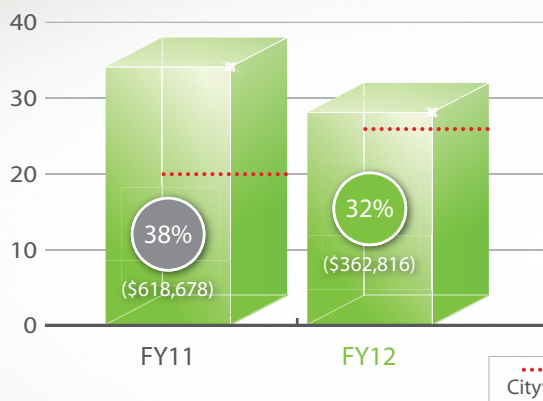
\$23.3 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

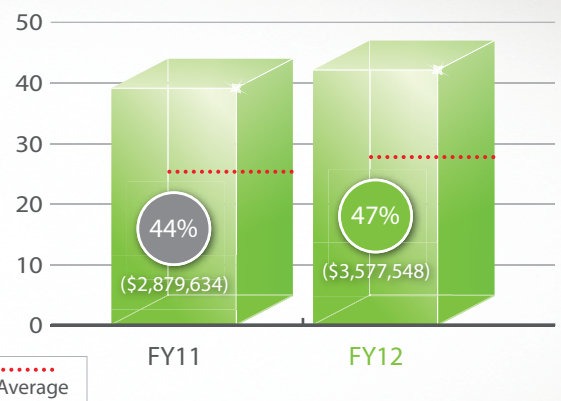
\$20.9 M:	Value of Prime Contracts Awarded to M/WBES
\$2.4 M:	Value of Subcontracts Awarded to M/WBES
265:	Prime Contracts Won by M/WBES
5:	Subcontracts Won by M/WBES
81:	M/WBES Won Prime Contracts
4:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$19,750 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Increased solicitation of M/WBES for small and micro purchases
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS, and conducted internal agency trainings
- Held pre-bid meetings for all contracts with M/WBE Subcontractor Utilization goals which included an explanation of the program and how to complete Schedule B
- Conducted face-to-face pre-award meetings with all prime vendors that had contracts with subcontractor utilization plans to discuss subcontractor requirements
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Informed SBS of situations where an M/WBE wins a contract and then fails to deliver
- Reached out to non-responsive M/WBES with regard to micro and small purchases
- Participated in workshops to inform M/WBES about City procurement policies, including one session of "I'm Certified, Now What"

M/WBE

LL129 Goal and Performance Breakdown

DOC typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DOC awarded \$23.3 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$5.5 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOC awarded over \$3.9 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$3,086,268	\$5,496,398
Actual Awarded	\$3,336,096.....	\$3,921,502
% Goal Value Achieved	108%.....	71%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$134,452	\$99,980	74%	\$74,874	\$0	0%	\$152,224	\$64,478	42%
	Goods	\$311,591	\$541,513	174%	\$448,474	\$554,363	124%	\$299,583	\$438,009	146%	\$1,072,857	\$1,860,342	173%
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			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	\$742,790	\$0	0%	\$990,648	\$0	0%	\$710,631	\$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		
Micro Purchases:					Goal Value: \$558,274			Actual: \$362,816			% Achieved: 65%		

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Probation

DOP 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. DOP typically purchases goods such as office supplies and standard services such as equipment maintenance and IT services.

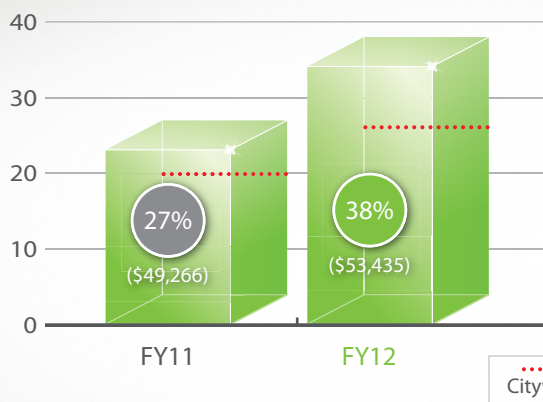
\$176,641

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

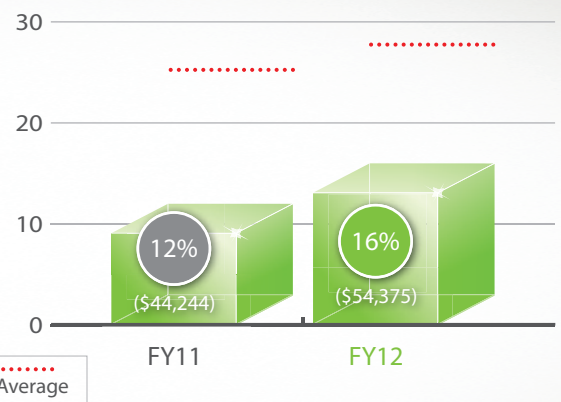
- \$176,641:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 79:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 36:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$2,427 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Increased solicitation of M/WBES for micro and small purchases
- Encouraged vendors already doing business with the agency to certify
- Included language in RFPs and solicitations on how M/WBE vendors can get certified
- Required staff to illustrate that M/WBE vendors were solicited whenever a non-M/WBE vendor is selected. If not, approval for that procurement is denied
- Solicited quotes from M/WBE contractors listed on OGS and GSA contracts whenever possible
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair and “I’m Certified Now What” workshops

M/WBE

LL129 Goal and Performance Breakdown

DOP typically procures contracts in sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129. DOP awarded \$176,641 to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$88,049. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOP awarded over \$107,810 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$125,345	\$88,049
Actual Awarded	\$49,266	\$107,810
% Goal Value Achieved	39%	122%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$7,695	\$23,600	307%	\$4,285	\$0	0%	\$8,712	\$30,775	353%
	Goods	Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) 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	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$67,356			Actual: \$53,435			% Achieved: 79%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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 professional services such as conflict counsel and the services of expert witnesses; standard services such as transportation, court reporting, and translation; and goods such as office supplies.

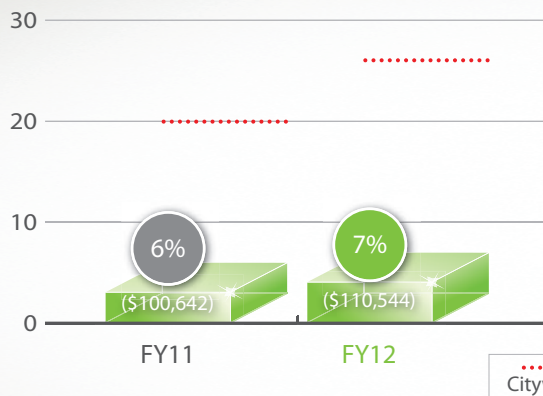
\$4.2 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

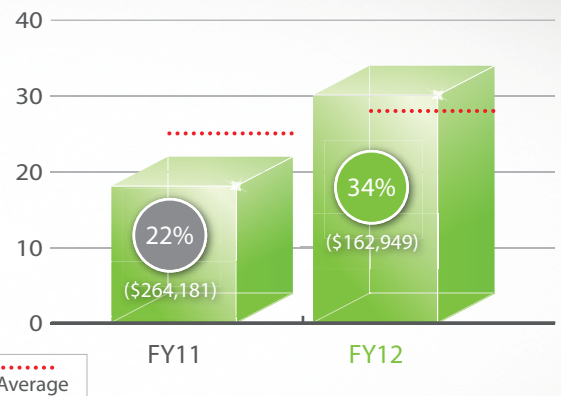
- \$4.2 M:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 49:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 23:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, there were no electronic transactions awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Included M/WBE program information on agency website
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair, the Hispanic Bar Association, and the New York State Federation of Hispanic Chambers of Commerce
- Increased solicitation of M/WBES for small and micro purchases
- Monitored agency performance with quarterly contract reports provided by SBS
- Required agency staff to provide information regarding the consideration of M/WBE firms when seeking approval for procurements
- Updated operating procedures for staff to search for M/WBE firms and posted resources on the agency intranet
- Provided notice of bid opportunities for procurements over \$100K to all relevant M/WBES who requested to be on DOL's bidders list

M/WBE

LL129 Goal and Performance Breakdown

LAW typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. LAW awarded \$4.2 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$2.5 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation LAW awarded over \$273,493 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$2,617,437	\$2,514,487
Actual Awarded	\$369,824	\$273,493
% Goal Value Achieved	14%	11%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$12,312	\$0	0%	\$6,840	\$0	0%	\$22,573	\$0	0%
	Standard Services	No citywide goal			\$15,188	\$0	0%	\$8,458	\$0	0%	\$17,196	\$50,877	296%
	Goods	\$9,330	\$112,072	1201%	\$13,429	\$0	0%	\$8,971	\$0	0%	\$32,125	\$0	0%
Contracts Through Other Methods*	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$478,077	\$0	0%	\$265,598	\$0	0%	\$876,475	\$0	0%
	Standard Services	No citywide goal			\$4,034	\$0	0%	\$2,247	\$0	0%	\$4,568	\$0	0%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
		Micro Purchases:			Goal Value: \$737,066			Actual: \$110,544			% Achieved: 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Fire Department

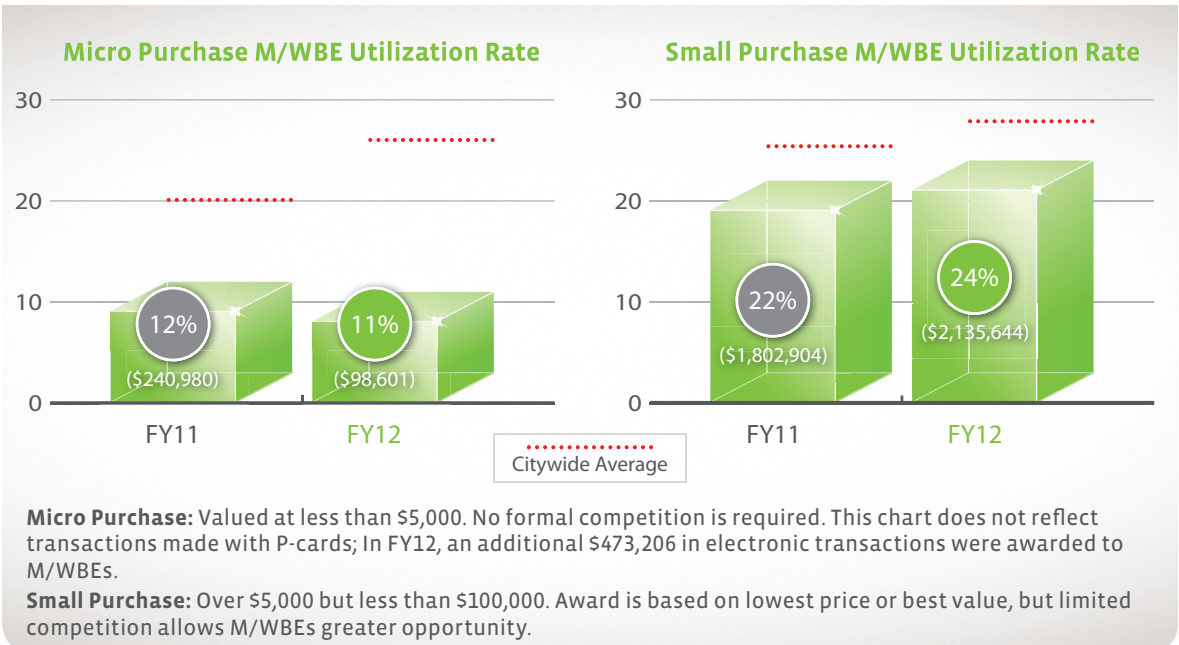
FDNY protects the lives and property of New York City residents and visitors as first responders to fires, public safety and medical emergencies, disasters and terrorist acts. FDNY typically purchases standard services, such as chimney cleaning, janitorial services, vehicle maintenance and repair; goods,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

\$7.5 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

\$6.7 M:	Value of Prime Contracts Awarded to M/WBES
\$835,675:	Value of Subcontracts Awarded to M/WBES
124:	Prime Contracts Won by M/WBES
6:	Subcontracts Won by M/WBES
55:	M/WBES Won Prime Contracts
6:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Provided opportunities to vendors through the FDNY website, solicitations, and sponsoring various networking events
- Reduced the scope and size of contracts when planning procurements, to enable M/WBES with less capacity the chance to compete on more solicitations
- Conducted quarterly meetings with procurement staff to monitor M/WBE utilization
- Conducted quarterly meetings with M/WBES to discuss FDNY's requirements for bids/proposals
- Created a database to track M/WBE utilization and share information within the agency
- Participated in events with targeted outreach to M/WBES, including Citywide Procurement Fair, Asian Women in Business conference, and other related conferences
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCs
- Advertised solicitations in minority publications

LL129 Goal and Performance Breakdown

FDNY typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. FDNY awarded \$7.5 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$3.4 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation FDNY awarded over \$1.7 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$4,737,600	\$3,411,120
Actual Awarded	\$2,037,134	\$1,723,657
% Goal Value Achieved	43%	51%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			No Agency Spending			No Agency Spending			No Agency Spending		
	Standard Services	No citywide goal			\$212,340	\$0	0%	\$118,248	\$232,018	196%	\$240,407	\$192,290	80%
	Goods	\$351,168	\$123,092	35%	\$505,439	\$60,687	12%	\$337,636	\$99,990	30%	\$1,209,128	\$916,979	76%
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			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 (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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$436,754			Actual: \$98,601			% Achieved: 23%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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 IT consulting, 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. NYPD had the highest spending of City agencies in the Small purchase category.

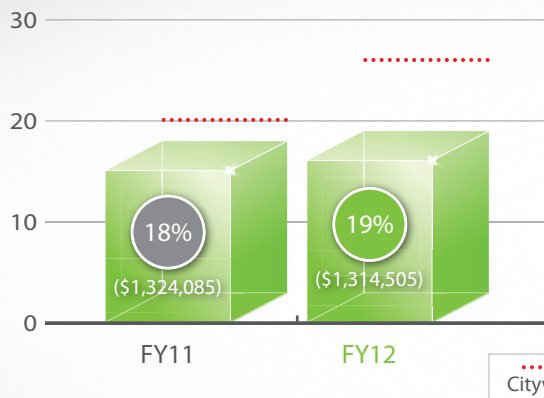
\$7 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

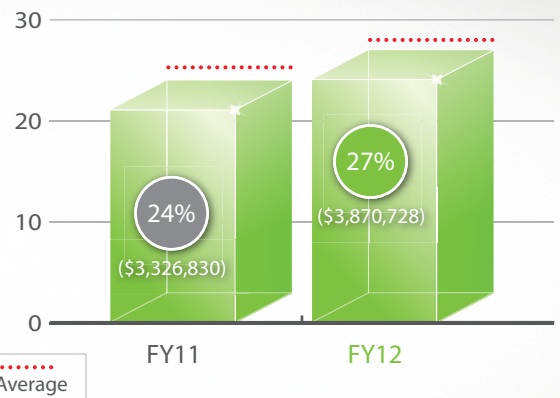
- \$6.6 M:** Value of Prime Contracts Awarded to M/WBES
- \$366,700:** Value of Subcontracts Awarded to M/WBES
- 860:** Prime Contracts Won by M/WBES
- 8:** Subcontracts Won by M/WBES
- 140:** M/WBES Won Prime Contracts
- 8:** M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.

Micro Purchase M/WBE Utilization Rate



Small Purchase M/WBE Utilization Rate



Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; In FY12, an additional \$408,353 in electronic transactions were awarded to M/WBES.

Small Purchase: Over \$5,000 but less than \$100,000. Award is based on lowest price or best value, but limited competition allows M/WBES greater opportunity.

Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Developed a database to track and monitor M/WBE contract compliance
- Held debriefings with losing bidders, and provided instructions on how to request, through FOIL, to get copies of winning bids or proposals
- Advertised in minority publications
- Participated in events and workshops with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Established a Vendor Assessment Committee where firms, including M/WBES, could introduce their products or services to the Department
- Disseminated an agency brochure describing the contracting opportunities at the NYPD and how to go about identifying opportunities with the Department

LL129 Goal and Performance Breakdown

NYPD typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. NYPD awarded \$7 million to City-certified M/WBE firms. This amount is less than the LL129 combined goal value of \$8.6 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation NYPD awarded over \$5.2 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$8,295,076	\$8,578,482
Actual Awarded	\$4,239,663	\$5,180,733
% Goal Value Achieved	51%	60%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
Small Purchases	Construction	No citywide goal			\$45,524	\$0	0%	\$32,656	\$168,500	516%	No citywide goal		
	Professional Services	No citywide goal			\$26,824	\$0	0%	\$14,902	\$0	0%	\$49,177	\$0	0%
	Standard Services	No citywide goal			\$228,028	\$0	0%	\$126,984	\$0	0%	\$258,168	\$23,950	9%
	Goods	\$578,058	\$245,293	42%	\$832,003	\$887,087	107%	\$555,783	\$713,460	128%	\$1,990,348	\$1,824,438	92%
Contracts Through Other Methods*	Construction	No citywide goal			\$184,860	\$0	0%	\$132,607	\$0	0%	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 (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Subcontracts**	Construction	\$23,640	\$0	0%	\$31,528	\$3,500	11%	\$22,617	\$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		
Micro Purchases:					Goal Value: \$3,444,772			Actual: \$1,314,505			% Achieved: 38%		

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Finance

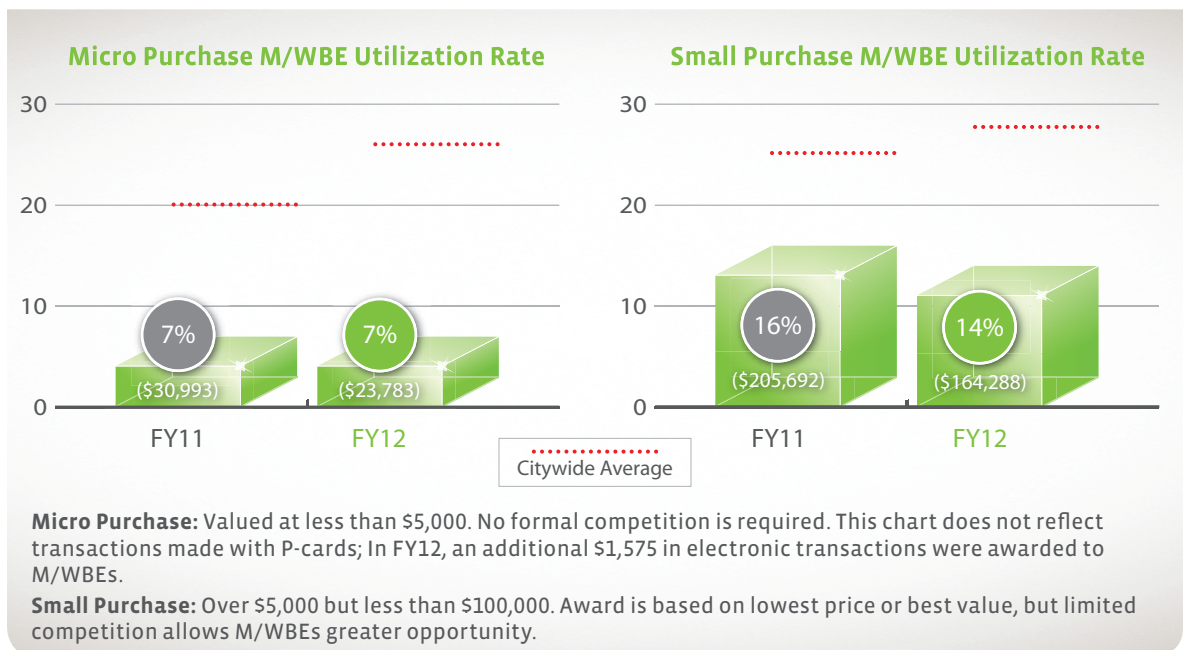
DOF helps people pay the right amount on time. The agency collects City revenues, encourages compliance with City tax and other revenue laws, values all real property in the City, provides a forum for the public to dispute tax and parking violation liability, and maintains property records. DOF typically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

\$582,374

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

- \$582,374:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 35:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 17:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY12.)

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Increased solicitation of M/WBES for micro and small purchases
- Encouraged vendors already doing business with the agency to certify
- Monitored agency performance with quarterly contract reports provided by SBS
- Participated in targeted outreach events, including the Citywide Procurement Fair
- Encouraged prime contractors to search for and utilize M/WBE subcontractors
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Promoted M/WBES by referring them directly to the units that utilize their services

LL129 Goal and Performance Breakdown

DOF typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DOF awarded \$582,374 to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$315,222. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOF awarded over \$88,071 in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$607,070	\$315,222
Actual Awarded	\$218,995	\$88,071
% Goal Value Achieved	36%	28%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$74,526	\$0	0%	\$41,502	\$6,800	16%	\$84,376	\$0	0%
	Goods	\$9,700	\$49,997	515%	\$13,962	\$0	0%	\$9,326	\$7,491	80%	\$33,400	\$0	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 (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		
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			No contracts with subcontracting goals			No contracts with subcontracting goals			No contracts with subcontracting goals		
Micro Purchases:		Goal Value: \$48,431			Actual: \$23,783			% Achieved: 49%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

Department of Small Business Services

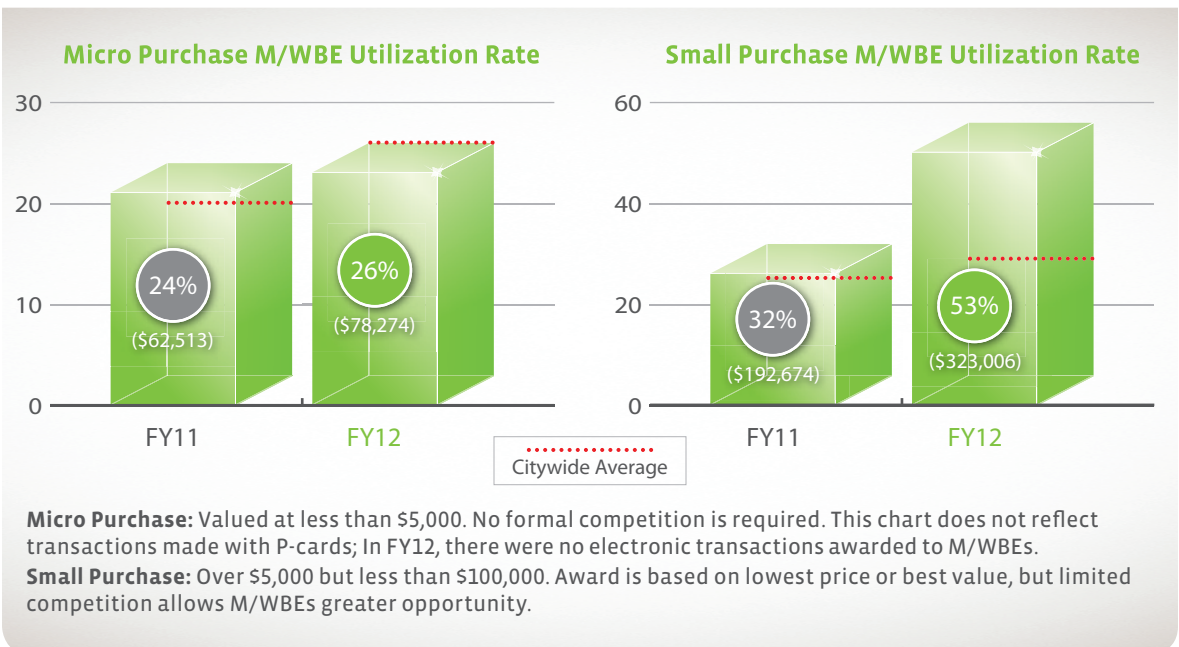
SBS helps businesses start, operate, and expand; fosters neighborhood development, and links employers to a skilled and qualified workforce. SBS typically purchases standard services such as catering and photography; professional services such as consulting assistance to businesses and entrepreneurs, and job-seeker services; and goods, such as IT hardware, software and office supplies. A large part of SBS spending is routinely awarded to the NYC Economic Development Corporation for economic development services.

\$18.9 MILLION

TOTAL VALUE OF ALL CONTRACTS AWARDED TO CITY-CERTIFIED M/WBES

\$18.5 M:	Value of Prime Contracts Awarded to M/WBES
\$445,480:	Value of Subcontracts Awarded to M/WBES
77:	Prime Contracts Won by M/WBES
9:	Subcontracts Won by M/WBES
51:	M/WBES Won Prime Contracts
8:	M/WBES Won Subcontracts

AGENCY PERFORMANCE IS STRONGEST AT CONTRACT LEVELS BELOW \$100,000; AT THESE LEVELS, AGENCIES HAVE MORE PURCHASING FLEXIBILITY.



Agency M/WBE Initiatives to Improve Performance

Steps taken above and beyond the outreach activities mandated by LL129:

- Procurement staff notified vendors of expiration of M/WBE status and encouraged recertification
- Encouraged Requirements Contract holders to subcontract work to certified M/WBES on SBS projects
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair and The Competitive Edge Conference
- Participated in workshops to inform M/WBES about City procurement policies, including one session of Strategic Steps for Growth
- Held unsuccessful-bidder/proposer debriefing sessions
- Staff attended Procurement Training Institute sessions sponsored by SBS and MOCS
- Increased solicitation of M/WBES for micro and small purchases
- Informed SBS of vendors who had incorrect/invalid contact information in Vendor Source
- Made it easier for M/WBES and small businesses to do business with the City by posting solicitations on agency website
- Monitored agency performance with quarterly contract reports provided by SBS

LL129 Goal and Performance Breakdown

DSBS typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DSBS awarded \$18.9 million to City-certified M/WBE firms. This amount is more than the LL129 combined goal value of \$1.3 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the City's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DSBS awarded over \$1.1 million in goal areas.

LL129 Goal Summary

	FY 2011	FY 2012
Goal Value	\$338,991	\$1,343,790
Actual Awarded	\$160,378	\$1,064,589
% Goal Value Achieved	47%	79%

		Asian			Black			Hispanic			Caucasian Female		
		Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved	Goal	Actual	% Goal Value Achieved
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			\$16,265	\$0	0%	\$9,036	\$0	0%	\$29,819	\$21,500	72%
	Standard Services	No citywide goal			\$32,978	\$112,516	341%	\$18,365	\$21,573	117%	\$37,337	\$30,725	82%
	Goods	No Agency Spending			No Agency Spending			No Agency Spending			No Agency Spending		
Contracts Through Other Methods*	Construction	No citywide goal			No Agency Spending			No Agency Spending			No citywide goal		
	Professional Services	No citywide goal			\$300,165	\$100,000	33%	\$166,759	\$0	0%	\$550,303	\$700,000	127%
	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		
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			\$9,450	\$0	0%	\$5,250	\$0	0%	\$17,325	\$0	0%
Micro Purchases:		Goal Value: \$150,737			Actual: \$78,274			% Achieved: 52%					

* 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, regardless of race or gender.

** 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 2013 and FY 2014. Data only reflects subcontracts awarded on prime contracts that began in FY 2012.

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.

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

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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%

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.

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.

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.

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.



Michael R. Bloomberg
Mayor

Small Business
Services