

New York City
Minority and Women-owned
Business Enterprise Program

FISCAL YEAR 2011 | JULY 1, 2010 – JUNE 30, 2011



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 2011 | JULY 1, 2010 – JUNE 30, 2011

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Introduction

Program Highlights

Since the implementation of Local Law 129 in 2006 which established goals for the participation of minority- and women-owned businesses (M/WBE) in City contracting, agencies have awarded more than 35,000 prime and subcontracts to certified M/WBEs, valued at nearly \$2.5 billion. In Fiscal Year 2011, M/WBEs won \$376 million in prime contracts, the highest level yet, during a year the City's procurement budget decreased by 12%, including a sharp decline in construction spending. During this period, M/WBEs were awarded over \$200 million in subcontract dollars in construction and professional services.

All told, the City awarded over \$576 million to M/WBEs in FY11. This amount exceeded the Local Law 129 goal target of \$153 million. State law requires the majority of contracts to be awarded based on lowest price or best value which limits the City's ability to meet specific ethnic and gender goals. Despite this limitation, the City awarded almost \$73 million in goal areas established by the law.

In contract amounts under \$100,000 where agencies have more flexibility and where the majority of City purchasing transactions occur, M/WBE utilization continues to grow. For small purchases, between \$5,000 and \$100,000, M/WBE utilization increased to 25% from 19% the prior year and micro-purchases, under \$5,000, continued to increase, growing to 20%.

SBS continues to increase the utilization of M/WBEs by expanding its base of certified firms. Minority-owned and woman-owned firms who choose not to certify with the City are neither tracked, nor measured, in the City's performance reporting. Last year, SBS certified 549 M/WBEs, including 78 recertified firms. There are now more than 3,400 companies that are certified to do business with City agencies.

Building the Capacity of Firms to Compete

SBS is leading efforts to build the capacity of certified firms. Most of our certified firms are small – nearly 70% have ten or fewer employees. While they have been increasingly successful in winning contracts below \$100,000, we are working to help these firms compete for larger City contracts. To do so, the City has launched “Compete to Win”, a new set of initiatives to help even more M/WBEs do business with the City.

Compete to Win consists of the following set of programs to help M/WBEs compete and grow:

NYC Teaming

In partnership with American Express OPEN, NYC Teaming helps firms create partnerships that allow them to bid on larger contracts or pursue new contracting opportunities. The program includes a Business Matching Event and a series of workshops leading up to the event that focus on “Joint Ventures”, “Marketing to Partners”, and “Presenting Your Teamed Firm to Buyers”. The matching event, in combination with workshops, will help businesses with complementary skills create partnerships and joint ventures to more effectively compete for contracts.

Technical Assistance

The Technical Assistance program provides free workshops and one-on-one assistance to prepare firms to compete for and perform on City contracts. Workshops provide an in-depth understanding of specific industry requirements and standards for the submission of bids and proposals. The one-on-one personalized assistance will provide firms with guidance prior to submitting bids and proposals for City contracts, as well as aiding unsuccessful bidders and proposers to improve their next submission.

NYC Construction Loan

The NYC Construction Loan program provides short-term working capital loans from the New York Business Development Corporation to M/WBE firms in the construction sector. The loans are designed to help fund startup expenses of labor and equipment for small businesses awarded contracts with participating City agencies.

Bond Readiness

Bonding Readiness will help small businesses, including M/WBEs, secure surety bonds for City construction projects. Services include workshops on accounting and financial management, insurance requirements, safety management, and credit repair. One-on-one assistance is also available to help with bookkeeping, application packaging, and referral to appropriate surety companies.

NYC Construction Mentorship

The NYC Construction Mentorship program provides certified construction firms who bid on designated contracts with partnering agencies 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.

In addition to the new services launching through Compete to Win, the following programs are also available to help M/WBEs grow:

Strategic Steps for Growth

Strategic Steps for Growth is a nine-month executive education program offered by SBS and the NYU Leonard N. Stern School of Business, Berkley Center for Entrepreneurship & Innovation. The program has provided certified firms with a new professional network, including business experts, university professors, and other business owners, and offers support for every aspect of business operations. Participants learn the strategic skills needed to run a growing company, and create a custom, three-year growth plan.

Corporate Alliance Program

The Corporate Alliance Program (CAP) is a set of programs created in partnership with 12 corporate partners to connect certified M/WBEs with contracting and capacity-building opportunities in the private sector. Becoming a supplier to a large corporation adds credibility and stability to a small business while increasing revenue. It also helps strengthen supplier-diversity programs at leading institutions in the City.

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

THE M/WBE PROGRESS REPORT

The City's M/WBE program aims to increase awards to certified firms, but the City is subject to Federal and State legal constraints. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor or on the basis of best value, which limits the City's ability to meet specific ethnic and gender goals. Federal constitutional law requires that the program be narrowly tailored to address the specific disparities identified in an economic "disparity study" released by the New York City Council in 2005. Local Law 129 established up to 18 aspirational goals for the participation of Asian, Black, Hispanic, and Women-owned businesses on prime and subcontracts, but it excludes awards valued at and over one million dollars, awards to not-for-profit organizations (typically for human services), and awards outside the industry areas of construction, standard services, professional services and goods. Detailed information on City procurement and the types of contracts that are subject to the law can be found in the "Agency Procurement" Indicators at <http://www.nyc.gov>.

The M/WBE Progress Report promotes citywide agency transparency and accountability by isolating the contracting areas that are subject to Local Law 129 and by identifying the efforts undertaken by agencies to increase M/WBE participation. This Report provides overall contract data on 35 mayoral agencies and contract data on each of the 22 mayoral agencies that awarded more than \$5 million dollars in procurements in Fiscal Year 2011. City agencies made substantial progress towards achieving aspirational prime goals by conducting outreach and by providing training to M/WBEs to help them bid successfully.

New York City Mayoral Agencies

The following analysis evaluates the utilization of minority and women-owned businesses in City procurement by 35 mayoral City agencies. New York City is one of the largest contracting jurisdictions in the nation. In Fiscal 2011, New York City procured almost \$15 billion worth of supplies, services, and construction, through more than 55,000 transactions.

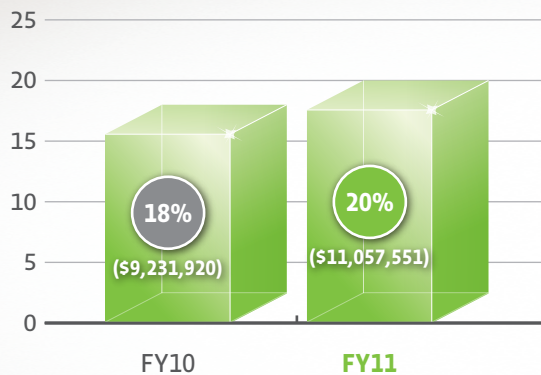
\$577.2 MILLION

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

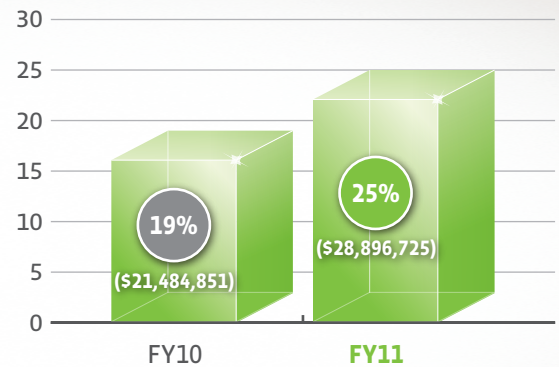
\$376.4 M:	Value of Prime Contracts Awarded to M/WBES
\$200.8 M:	Value of Subcontracts Awarded to M/WBES
8,375:	Prime Contracts Won by M/WBES
791:	Subcontracts Won by M/WBES
625:	M/WBES Won Prime Contracts
351:	M/WBES Won Subcontracts

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 FY11, an additional \$2.1 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 FY11, the City launched several major initiatives to enhance M/WBE firms' ability to compete:

Compete to Win

- Technical Assistance
- NYC Teaming
- NYC Construction Mentorship
- NYC Construction Loan
- Bond Readiness

Improved Compliance Monitoring

- Program staff training
- M/WBE Officer attendance at pre-bid meetings
- Enhanced compliance tracking and enforcement including liquidated damages

Improved Procurement Processes

- Posted all solicitation materials online
- Raised bonding threshold from \$500,000 to \$1M, making it easier for small businesses and M/WBE firms to compete

LL129 Goal and Performance Breakdown

The City awarded \$577.2 million to City-certified M/WBE firms. This amount exceeded the LL129 goal value of \$153 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible bidder, which limits the agency’s ability to meet specific ethnic and gender goals. Despite this limitation, the city awarded almost \$73 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$312,971,510	\$152,959,487
Actual Awarded	\$69,543,466	\$72,921,763
% Goal Value Achieved	22%	48%

		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			\$145,733	\$62,198	43%	\$104,540	\$27,943	27%	No citywide goal		
	Professional Services	No citywide goal			\$734,394	\$557,416	76%	\$409,079	\$80,500	20%	\$1,346,390	\$380,938	28%
	Standard Services	No citywide goal			\$4,145,323	\$1,813,143	44%	\$2,309,639	\$1,525,450	66%	\$4,693,242	\$2,143,799	46%
	Goods	\$2,894,262	\$2,969,210	103%	\$4,165,730	\$3,337,713	80%	\$2,784,092	\$2,301,363	83%	\$9,965,407	\$9,566,852	96%
Contracts Through Other Methods*	Construction	No citywide goal			\$4,182,262	\$739,000	18%	\$3,000,103	\$503,852	17%	No citywide goal		
	Professional Services	No citywide goal			\$1,932,422	\$27,500	1%	\$1,073,568	\$40,000	4%	\$3,542,774	\$2,022,615	57%
	Standard Services	No citywide goal			\$3,260,634	\$854,150	26%	\$1,815,781	\$91,111	5%	\$3,691,617	\$1,220,725	33%
	Goods	\$3,841,474	\$384,396	10%	\$5,529,057	\$1,046,667	19%	\$3,693,440	\$638,268	17%	\$13,226,808	\$2,243,050	17%
Subcontracts**	Construction	\$11,403,505	\$6,257,164	55%	\$15,208,688	11,982,233	79%	\$10,909,795	\$8,012,258	73%	No citywide goal		
	Professional Services	No citywide goal			\$1,461,646	\$471,270	32%	\$812,025	\$545,138	67%	\$2,679,683	\$797,364	30%

Micro Purchases:	Goal Value: \$28.0 million	Actual: \$11.1 million	% Achieved: 40%
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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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Administration for Children's Services

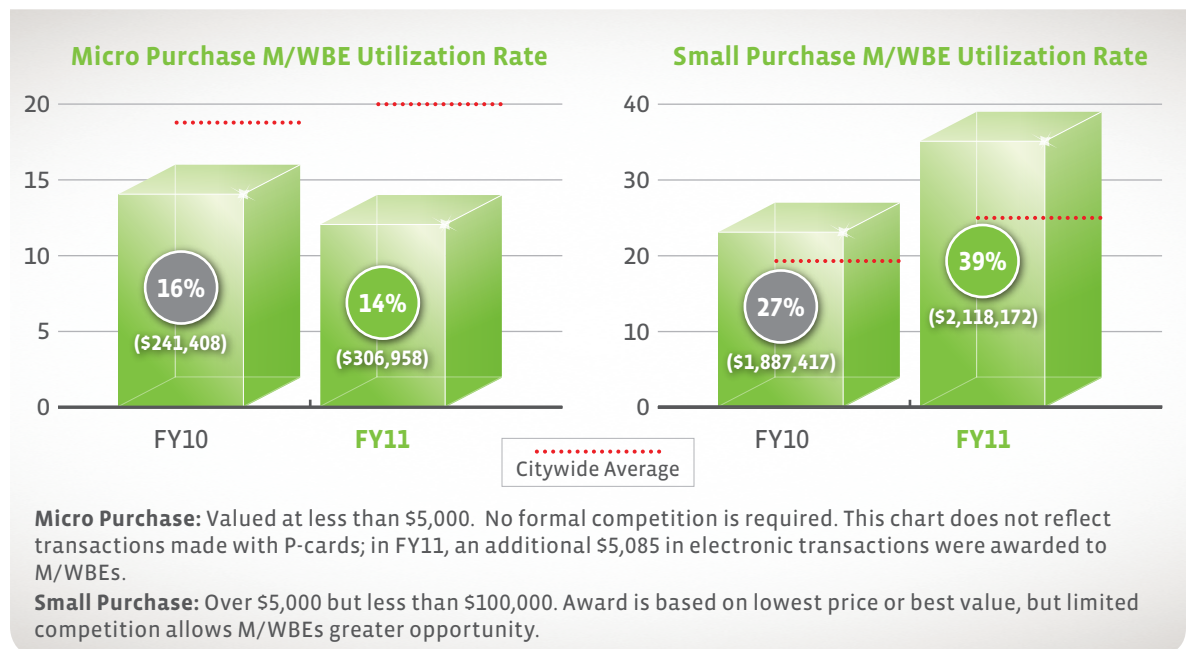
ACS ensures the safety and well-being of New York City's children by providing neighborhood-based and preventive services. ACS typically purchases human services, including child care; standard services such as janitorial services, equipment repair, and on-call maintenance services; and professional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

\$6.7 MILLION

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

- \$6.7 M:** Value of Prime Contracts Awarded to M/WBES
- \$0** Value of Subcontracts Awarded to M/WBES
- 187:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 71:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY11.)

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 SBS with lists of potential bidders on small purchases to offer them technical assistance
- Included M/WBE performance and success story information in agency e-bulletins
- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales

M/WBE

LL129 Goal and Performance Breakdown

ACS procures a broad range of human service contracts, which fall outside the purview of LL129. ACS awarded \$6.7 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$3.8 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation ACS awarded over \$2.5 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$3,066,024	\$3,769,237
Actual Awarded	\$1,896,835	\$2,526,610
% Goal Value Achieved	62%	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			\$77,790	\$0	0%	\$43,217	\$0	0%	\$142,616	\$100,000	70%
	Standard Services	No citywide goal			\$306,503	\$498,160	163%	\$170,685	\$297,000	174%	\$347,016	\$382,775	110%
	Goods	\$64,767	\$70,556	109%	\$93,220	\$149,840	161%	\$62,271	\$189,488	304%	\$223,004	\$219,175	98%
Contracts Through Other Methods*	Construction	No citywide goal			No agency spending			No agency spending			No agency spending		
	Professional Services	No citywide goal			\$150,849	\$0	0%	\$83,805	\$0	0%	\$276,557	\$21,122	8%
	Standard Services	No citywide goal			\$165,575	\$15,000	9%	\$92,205	\$46,013	50%	\$187,460	\$230,525	123%
	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			\$45,548	\$0	0%	\$25,305	\$0	0%	\$83,505	\$0	0%
Micro Purchases:		Goal Value: \$1,127,337			Actual: \$306,958			% 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department for the Aging

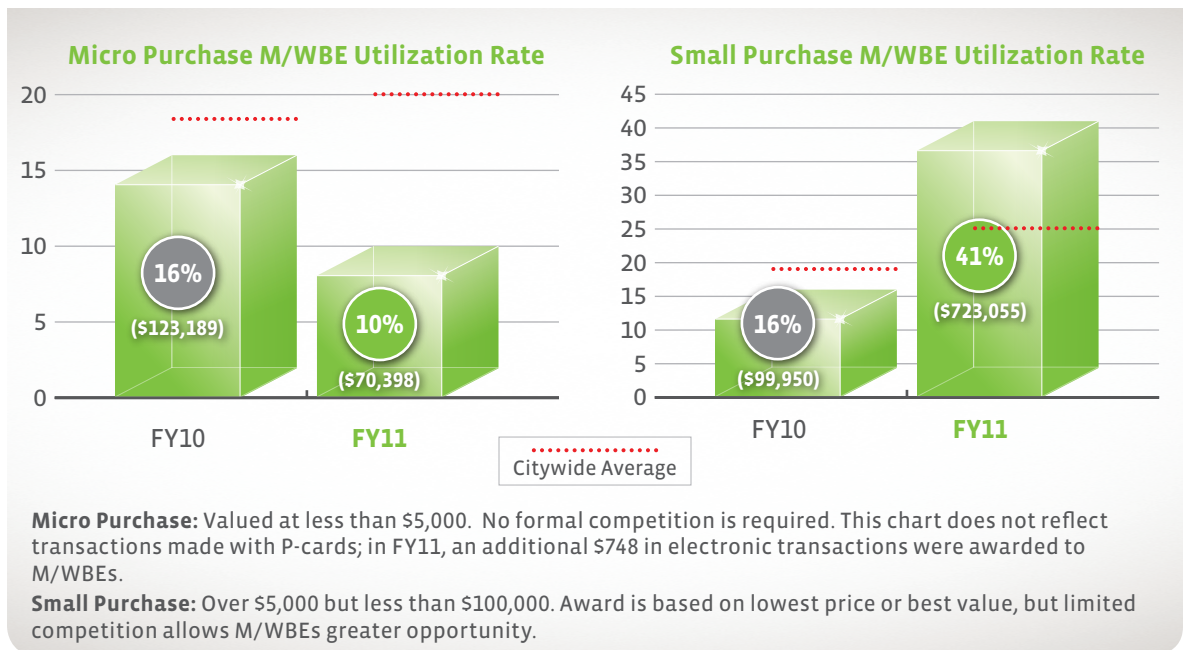
DFTA works for the empowerment, independence, dignity and quality of life of New York City's diverse older adults and for the support of their families through advocacy, education and the coordination and delivery of services. DFTA typically purchases human services, including home care; standard services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

\$1.1 MILLION

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

- \$1.1 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
- 15:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY11.)

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:

- Conducted outreach to encourage M/WBE contractors to bid on maintenance and repair opportunities at Head Start facilities
- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair

LL129 Goal and Performance Breakdown

DFTA procures a broad range of human service contracts, which fall outside the purview of LL129. DFTA awarded \$1.1 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$871,787. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DFTA awarded \$629,578 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$566,933	\$871,787
Actual Awarded	\$223,139	\$629,578
% Goal Value Achieved	39%	72%

		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			\$153,919	\$518,680	337%	\$85,510	\$40,500	47%	\$282,184	\$0	0%
	Standard Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Goods	Too few contracts (2) to evaluate performance.			Too few contracts (2) to evaluate performance.			Too few contracts (2) to evaluate performance.			Too few contracts (2) to evaluate performance.		
Contracts Through Other Methods*	Construction	No citywide goal			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: \$350,174			Actual: \$70,398			% Achieved: 20%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Health and Mental Hygiene

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

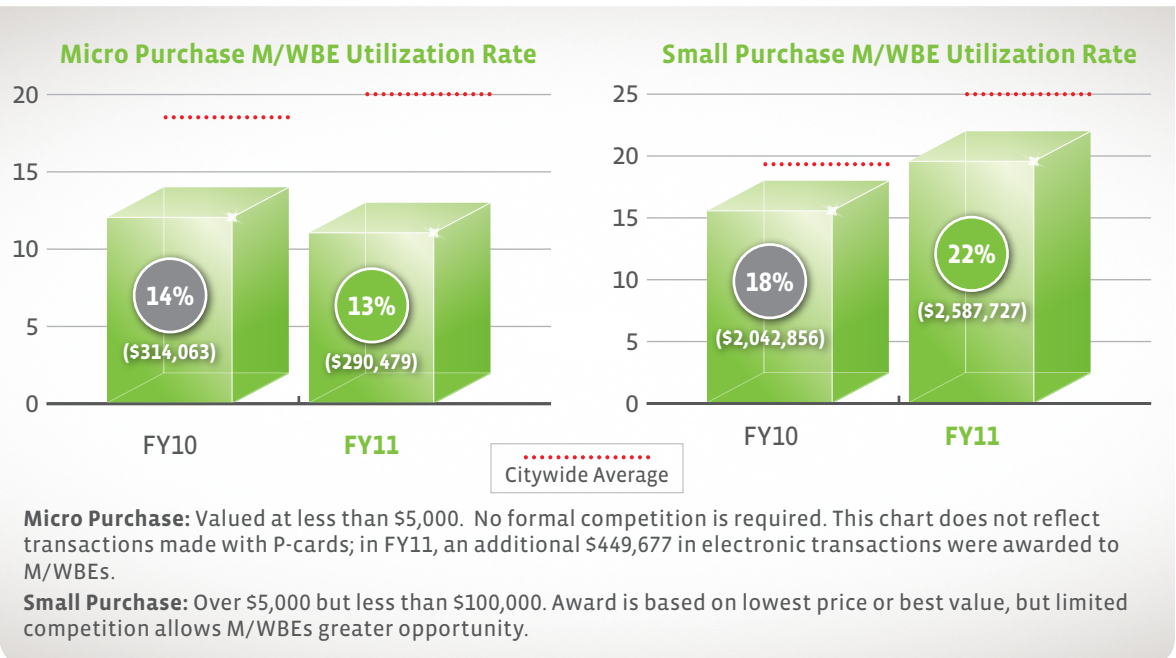
\$4.4 MILLION

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

\$4.4 M:	Value of Prime Contracts Awarded to M/WBES
\$0:	Value of Subcontracts Awarded to M/WBES
258:	Prime Contracts Won by M/WBES
0:	Subcontracts Won by M/WBES
104:	M/WBES Won Prime Contracts
0:	M/WBES Won Subcontracts

(This agency did not award subcontracts in FY11.)

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:

- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Held monthly contract staff meetings to reinforce program mandates
- Conducted in-house staff training and outreach to teach P-card holders how to find M/WBE firms
- Required all buyers to request a vendor list from SBS if unable to identify an M/WBE for any micro purchase opportunity
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales

M/WBE

LL129 Goal and Performance Breakdown

DHMH typically awards contracts in sizes greater than \$1 million or in the human service industry, which fall outside the purview of LL129. DHMH awarded \$4.4 million to City-certified M/WBE firms. This amount is less than the LL129 goal value of \$6.3 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DHMH awarded over \$2.9 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$6,634,008	\$6,320,355
Actual Awarded	\$2,594,771	\$2,927,889
% Goal Value Achieved	39%	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			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$79,403	\$0	0%	\$44,113	\$40,000	91%	\$145,572	\$123,138	85%
	Standard Services	No citywide goal			\$367,149	\$185,388	50%	\$204,458	\$85,935	42%	\$415,678	\$52,907	13%
	Goods	\$337,888	\$388,140	115%	\$486,324	\$332,409	68%	\$324,867	\$315,229	97%	\$1,163,402	\$827,265	71%
Contracts Through Other Methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$101,906	\$0	0%	\$56,615	\$0	0%	\$186,828	\$287,000	154%
	Standard Services	No citywide goal			\$469,490	\$0	0%	\$261,450	\$0	0%	\$531,546	\$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: \$1,143,666			Actual: \$290,479			% Achieved: 25%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

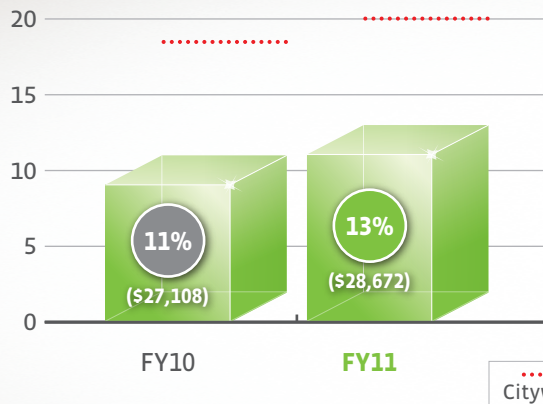
\$4.3 MILLION

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

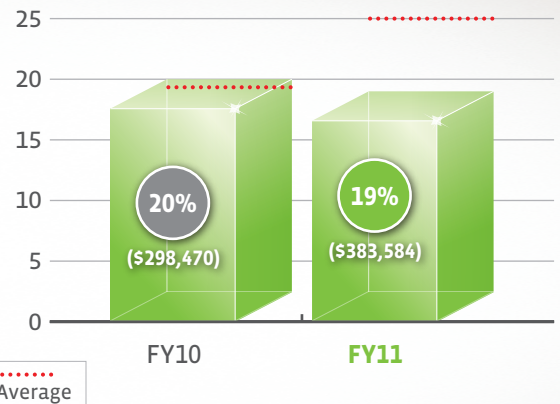
\$4.3 M:	Value of Prime Contracts Awarded to M/WBES
\$0:	Value of Subcontracts Awarded to M/WBES
67:	Prime Contracts Won by M/WBES
0:	Subcontracts Won by M/WBES
39:	M/WBES Won Prime Contracts
0:	M/WBES Won Subcontracts

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 FY11, an additional \$220,045 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:

- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Created M/WBE Task Force to implement internal initiatives, monitor agency performance and train staff
- Conducted quarterly meetings with contracts and program staff to review current procedures and status of new initiatives
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Conducted in-house staff training and outreach to teach P-card holders how to find M/WBE firms

M/WBE

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 \$4.3 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$979,338. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DHS awarded \$639,656 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$1,102,895	\$979,338
Actual Awarded	\$363,428	\$639,656
% Goal Value Achieved	33%	65%

		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			\$90,913	\$29,400	32%	\$50,627	\$25,703	51%	\$102,929	\$0	0%
	Goods	\$45,620	\$15,665	34%	\$65,661	\$57,369	87%	\$43,862	\$31,733	72%	\$157,076	\$223,714	142%
Contracts Through Other Methods*	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			No agency spending			No agency spending			No agency spending		
	Standard Services	No citywide goal			\$96,453	\$0	0%	\$53,713	\$0	0%	\$109,202	\$227,400	208%
	Goods	Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
Subcontracts**	Construction	\$16,525	\$0	0%	\$22,039	\$0	0%	\$15,809	\$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: \$108,909			Actual: \$28,672			% Achieved: 26%		

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Youth and Community Development

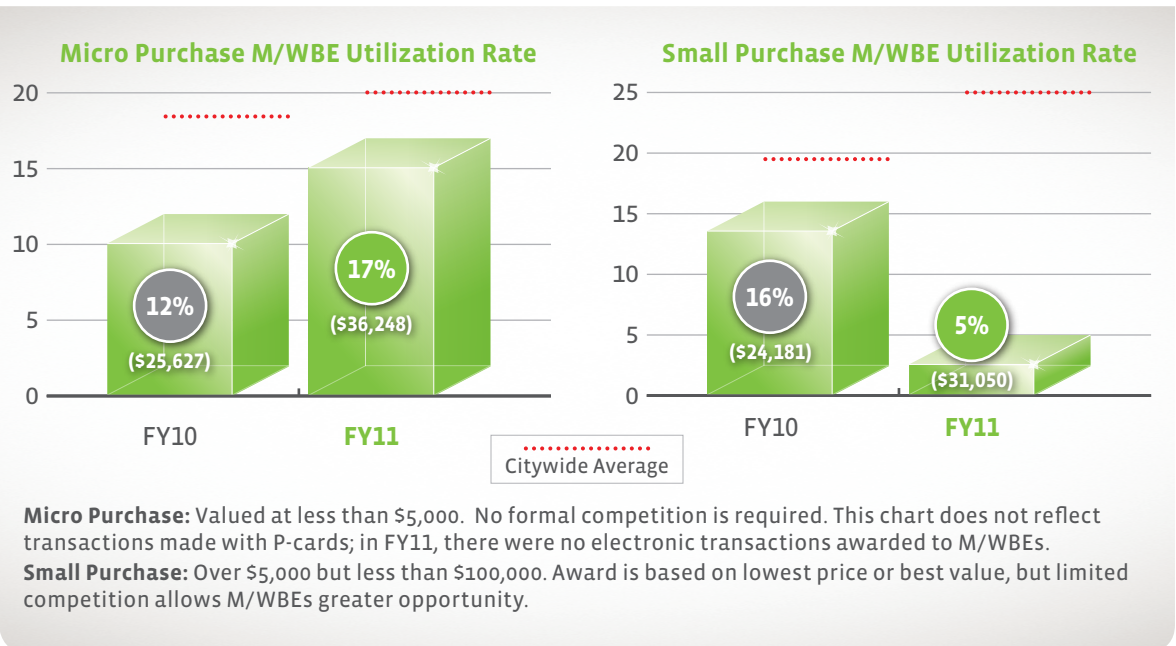
DYCD provides the City of New York with high quality, efficient youth and family programming. The department administers available city, state, and federal funds to strong and effective community-based organizations that are attuned to the needs of the people they serve, and devoted to the highest principles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

\$79,885

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

\$79,885: Value of Prime Contracts Awarded to M/WBES
\$0: Value of Subcontracts Awarded to M/WBES
23: Prime Contracts Won by M/WBES
0: Subcontracts Won by M/WBES
15: M/WBES Won Prime Contracts
0: M/WBES Won Subcontracts
 (This agency did not award subcontracts in FY11.)

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
- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Participated in workshops, including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales

LL129 Goal and Performance Breakdown

DYCD procures a broad range of human service contracts, which fall outside the purview of LL129. DYCD awarded \$79,885 to City-certified M/WBE firms. This amount is less than the LL129 goal value of \$220,831. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DYCD awarded \$67,298 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$138,883	\$220,831
Actual Awarded	\$49,808	\$67,298
% Goal Value Achieved	36%	30%

		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			\$7,611	\$0	0%	\$4,239	\$11,900	281%	\$8,617	\$0	0%
	Goods	\$13,855	\$11,099	80%	\$19,942	\$0	0%	\$13,321	\$0	0%	\$47,706	\$8,051	17%
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: \$105,538			Actual: \$36,248			% Achieved: 34%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

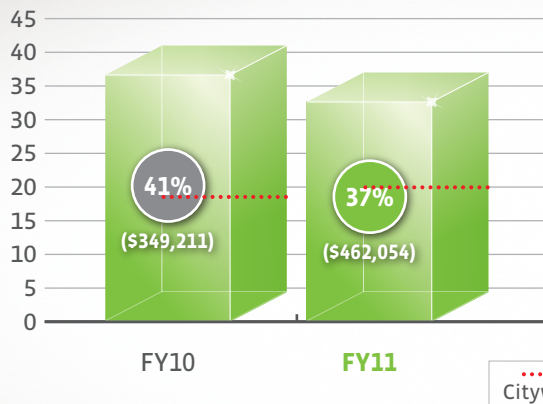
\$29.6 MILLION

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

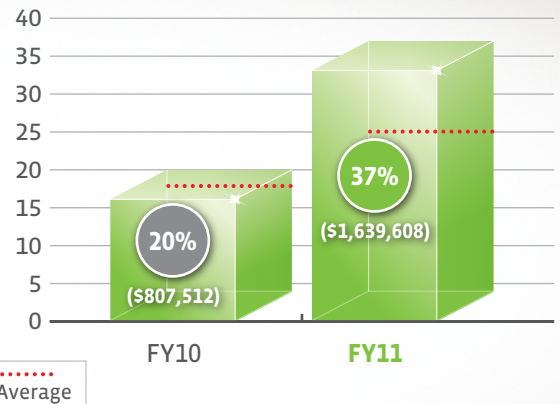
- \$29.6 M:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 412:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 104:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY11.)

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 FY11, an additional \$23,262 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:

- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales

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 \$29.6 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$2.1 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, HRA awarded \$1.7 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$2,663,227	\$2,076,237
Actual Awarded	\$1,329,481	\$1,677,616
% Goal Value Achieved	50%	81%

		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			\$27,307	\$0	0%	\$15,171	\$0	0%	\$50,063	\$0	0%
	Standard Services	No citywide goal			\$219,770	\$33,000	15%	\$122,385	\$360,416	294%	\$248,818	\$275,637	111%
	Goods	\$86,843	\$114,005	131%	\$124,994	\$158,255	127%	\$83,496	\$89,508	107%	\$299,014	\$184,741	62%
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			No agency spending			No agency spending			No agency spending		
	Goods	Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
Subcontracts**	Construction	\$54,947	\$0	0%	\$73,282	\$0	0%	\$52,568	\$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: \$617,578			Actual: \$462,054			% Achieved: 75%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Buildings

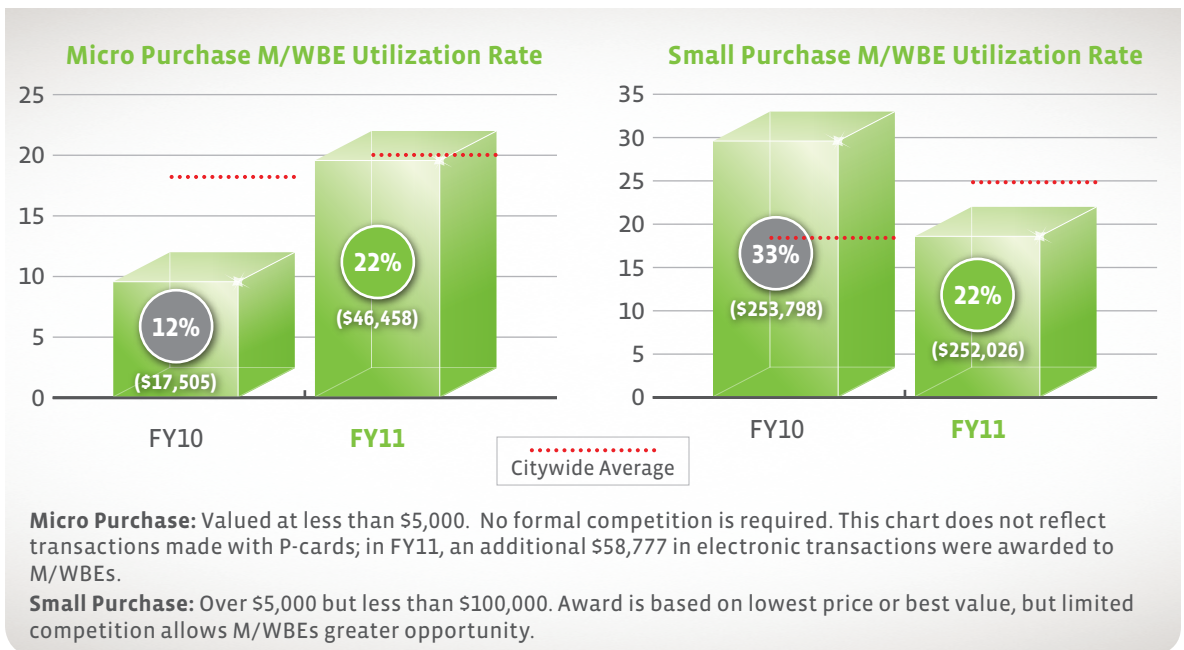
DOB ensures the safe and lawful use of buildings and properties by enforcing the building code and zoning regulation. DOB typically purchases goods such as IT software and office supplies and standard services such as materials testing, printer maintenance, and license examination services.

\$811,297

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

- \$777,547:** Value of Prime Contracts Awarded to M/WBES
- \$33,750:** Value of Subcontracts Awarded to M/WBES
- 46:** Prime Contracts Won by M/WBES
- 1:** Subcontracts Won by M/WBES
- 28:** 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.



Agency M/WBE Initiatives to Improve Performance

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

- Conducted in-house staff trainings and outreach to teach P-card holders how to find M/WBE firms
- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair

LL129 Goal and Performance Breakdown

DOB typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DOB awarded \$811,297 to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$443,382. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOB awarded \$217,852 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$297,438	\$443,382
Actual Awarded	\$261,303	\$217,852
% Goal Value Achieved	88%	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			\$34,539	\$0	0%	\$19,189	\$0	0%	\$63,322	\$0	0%
	Standard Services	No citywide goal			\$45,178	\$0	0%	\$25,159	\$6,320	25%	\$51,149	\$25,000	49%
	Goods	\$14,503	\$19,355	133%	\$20,875	\$8,368	40%	\$13,944	\$5,250	38%	\$49,937	\$107,101	214%
Contracts Through Other Methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Standard Services	No citywide goal			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: \$105,586			Actual: \$46,458			% Achieved: 44%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Citywide Administrative Services

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

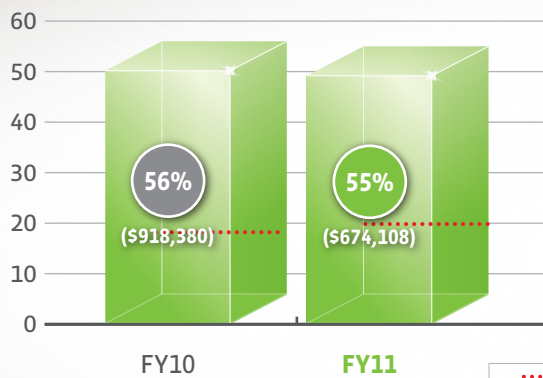
\$67.1 MILLION

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

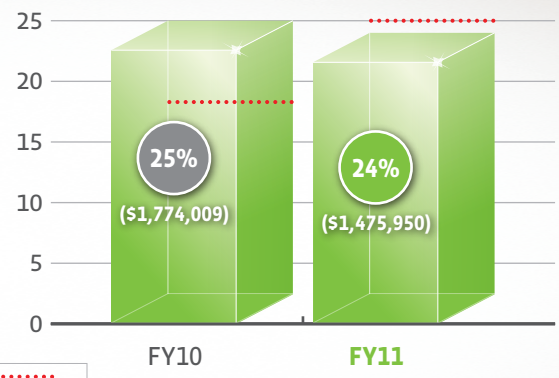
\$43.9 M:	Value of Prime Contracts Awarded to M/WBES
\$23.2 M:	Value of Subcontracts Awarded to M/WBES
513:	Prime Contracts Won by M/WBES
21:	Subcontracts Won by M/WBES
121:	M/WBES Won Prime Contracts
19:	M/WBES Won Subcontracts

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 FY11, an additional \$86,031 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:

- Joined the M/WBE Improvements Implementation Advisory Board, a joint taskforce with the Mayor's Office and SBS
- Worked with SBS to help develop and implement NYC Construction Loan
- 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 plan holders lists
- Co-instructed two citywide training sessions focused on best practices for M/WBE utilization on micro and small purchases, and subcontracts
- Conducted pre-award meetings with all prime vendors to discuss M/WBE subcontractor requirements
- Worked closely with M/WBE subcontractors to facilitate and resolve issues preventing timely start
- Joined the 5th Annual Procurement Fair Planning Committee
- Presented at workshops, including **I'm Certified, Now What?** and **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales

LL129 Goal and Performance Breakdown

DCAS typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DCAS awarded \$67.1 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$31 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DCAS awarded over \$6.3 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$41,091,419	\$31,044,881
Actual Awarded	\$4,723,219	\$6,300,411
% Goal Value Achieved	11%	20%

		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			\$49,302	\$0	0%	\$27,390	\$0	0%	\$90,387	\$22,800	25%
	Standard Services	No citywide goal			\$173,390	\$50,000	29%	\$96,558	\$60,000	62%	\$196,309	\$9,750	5%
	Goods	\$189,421	\$404,926	214%	\$272,635	\$32,586	12%	\$182,121	\$30,000	16%	\$652,207	\$584,638	90%
Contracts Through Other Methods*	Construction	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$129,571	\$0	0%	\$71,984	\$0	0%	\$237,547	\$0	0%
	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	\$3,833,334	\$377,063	10%	\$5,517,342	\$1,040,681	19%	\$3,685,614	\$610,198	17%	\$13,198,781	\$2,221,557	17%
Subcontracts**	Construction	\$554,865	\$0	0%	\$740,015	\$0	0%	\$530,842	\$182,104	34%	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: \$615,267			Actual: \$674,108			% Achieved: 110%		

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

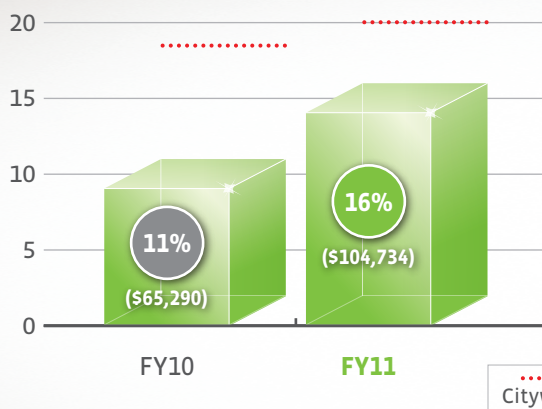
\$113 MILLION

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

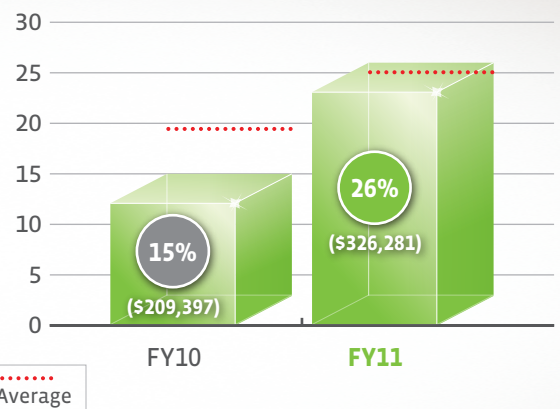
\$52.8 M:	Value of Prime Contracts Awarded to M/WBES
\$60.2 M:	Value of Subcontracts Awarded to M/WBES
150:	Prime Contracts Won by M/WBES
188:	Subcontracts Won by M/WBES
62:	M/WBES Won Prime Contracts
113:	M/WBES Won Subcontracts

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 FY11, 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:

- Hosted a training session for over 100 agency project managers to implement new compliance monitoring requirements and underscore program goals
- Made it easier for M/WBES and small businesses to do business with the City by providing additional contract information online, including M/WBE goals for specific projects, preliminary bid results and plan holders lists
- Participated in workshops, including **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales
- Participated in several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Provided assistance to M/WBE subcontractors with payment and other issues on agency projects
- Worked with SBS to help develop and implement NYC Construction Loan

LL129 Goal and Performance Breakdown

DDC typically procures contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DDC awarded \$113 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$26 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DDC awarded over \$21.8 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 2010	FY 2011
Goal Value	\$153,819,169	\$25,935,933
Actual Awarded	\$23,329,156	\$21,836,679
% Goal Value Achieved	15%	84%

		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			\$53,431	\$15,000	28%	\$29,755	\$23,286	78%	\$60,494	\$0	0%
	Goods	\$24,431	\$52,295	214%	\$35,164	\$79,286	225%	\$23,489	\$0	0%	\$84,119	\$56,914	68%
Contracts Through Other Methods*	Construction	No citywide goal			\$778,049	\$0	0%	\$558,126	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$624,537	\$0	0%	\$346,965	\$0	0%	\$1,144,985	\$1,639,493	143%
	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	\$6,582,519	\$4,559,883	69%	\$8,779,008	\$10,074,273	115%	\$6,297,531	\$4,896,951	78%	No citywide goal		
	Professional Services	No citywide goal			\$54,000	\$0	0%	\$30,000	\$0	0%	\$99,000	\$334,565	338%

Micro Purchases:	Goal Value: \$330,330	Actual: \$104,734	% Achieved: 32%
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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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

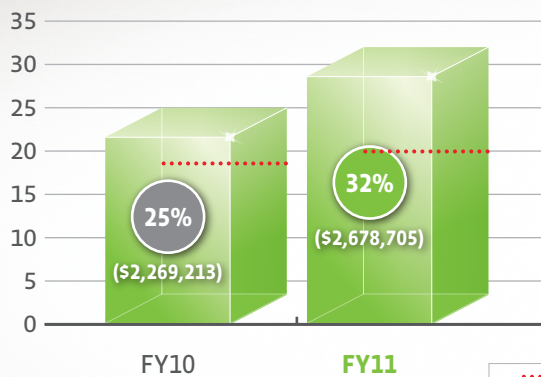
\$102.3 MILLION

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

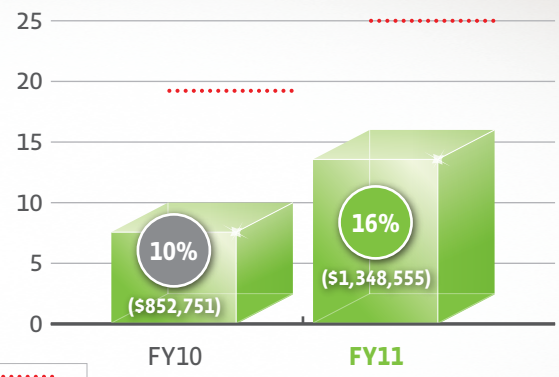
\$33 M:	Value of Prime Contracts Awarded to M/WBES
\$69.3 M:	Value of Subcontracts Awarded to M/WBES
917:	Prime Contracts Won by M/WBES
196:	Subcontracts Won by M/WBES
138:	M/WBES Won Prime Contracts
120:	M/WBES Won Subcontracts

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



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Citywide Average

Micro Purchase: Valued at less than \$5,000. No formal competition is required. This chart does not reflect transactions made with P-cards; in FY11, an additional \$466,410 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:

- Worked with SBS to develop NYC Construction Loan and NYC Construction Mentorship
- Participated in several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales
- Joined the 5th Annual Procurement Fair Planning Committee
- Created monthly M/WBE report cards to track performance by division and increase accountability
- Initiated series of weekly random audits of several contracts each month to check for prime contractor compliance with M/WBE goals and prevailing wages
- Hosted targeted prime contractor and subcontractor M/WBE networking events
- Regularly hosted M/WBE information sessions to review the goods and services DEP buys and to match companies

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 \$102.3 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$13.7 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation DEP awarded \$5 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.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$10,996,473	\$13,743,923
Actual Awarded	\$2,997,755	\$4,999,299
% Goal Value Achieved	27%	36%

		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			\$58,018	\$20,000	34%	\$32,232	\$0	0%	\$106,366	\$0	0%
	Standard Services	No citywide goal			\$400,860	\$422,747	105%	\$223,231	\$73,219	33%	\$453,845	\$149,950	33%
	Goods	\$165,631	\$0	0%	\$238,394	\$105,935	44%	\$159,248	\$12,000	8%	\$570,294	\$412,293	72%
Contracts Through Other Methods*	Construction	No citywide goal			\$201,122	\$0	0%	\$144,273	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$479,097	\$0	0%	\$266,165	\$0	0%	\$878,345	\$0	0%
	Standard Services	No citywide goal			\$1,183,933	\$839,150	71%	\$659,308	\$0	0%	\$1,340,423	\$285,300	21%
	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	\$568,499	\$0	0%	\$758,199	\$0	0%	\$543,887	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$36,000	\$0	0%	\$20,000	\$0	0%	\$66,000	\$0	0%
Micro Purchases:					Goal Value: \$4,190,554			Actual: \$2,678,705			% 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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. DoITT awarded the City's fourth largest contract for maintenance of the Citywide Mobile Wireless Network, in line with its other contracts to upgrade and support the City's technological infrastructure.

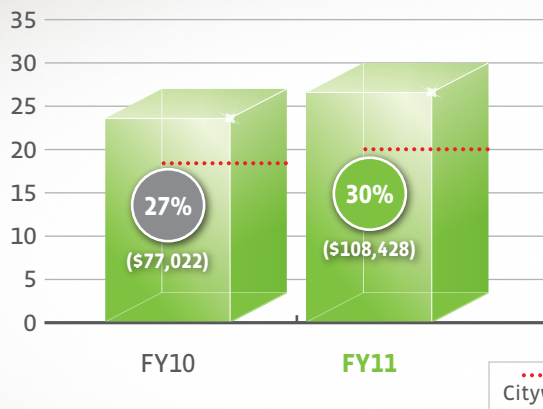
\$54.3 MILLION

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

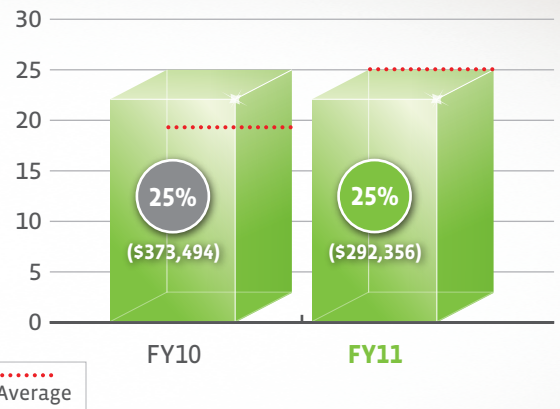
- \$54.3 M:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 83:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 42:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts

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 FY11, an additional \$6,219 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
- Referred losing M/WBE bidders to SBS for technical assistance
- Informed M/WBES and small businesses about IT and media opportunities through Gov 2.0 Tech Forums

LL129 Goal and Performance Breakdown

DoITT typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DoITT awarded \$54.3 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$543,390. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DoITT awarded \$277,397 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$1,154,667	\$543,390
Actual Awarded	\$430,916	\$277,397
% Goal Value Achieved	37%	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			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			\$49,425	\$0	0%	\$27,524	\$0	0%	\$55,958	\$0	0%
	Goods	\$33,764	\$8,150	24%	\$48,596	\$91,206	188%	\$32,463	\$25,343	78%	\$116,254	\$44,271	38%
Contracts Through Other Methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Standard Services	No citywide goal			Too few contracts (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	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: \$179,408			Actual: \$108,428			% Achieved: 60%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Parks & Recreation

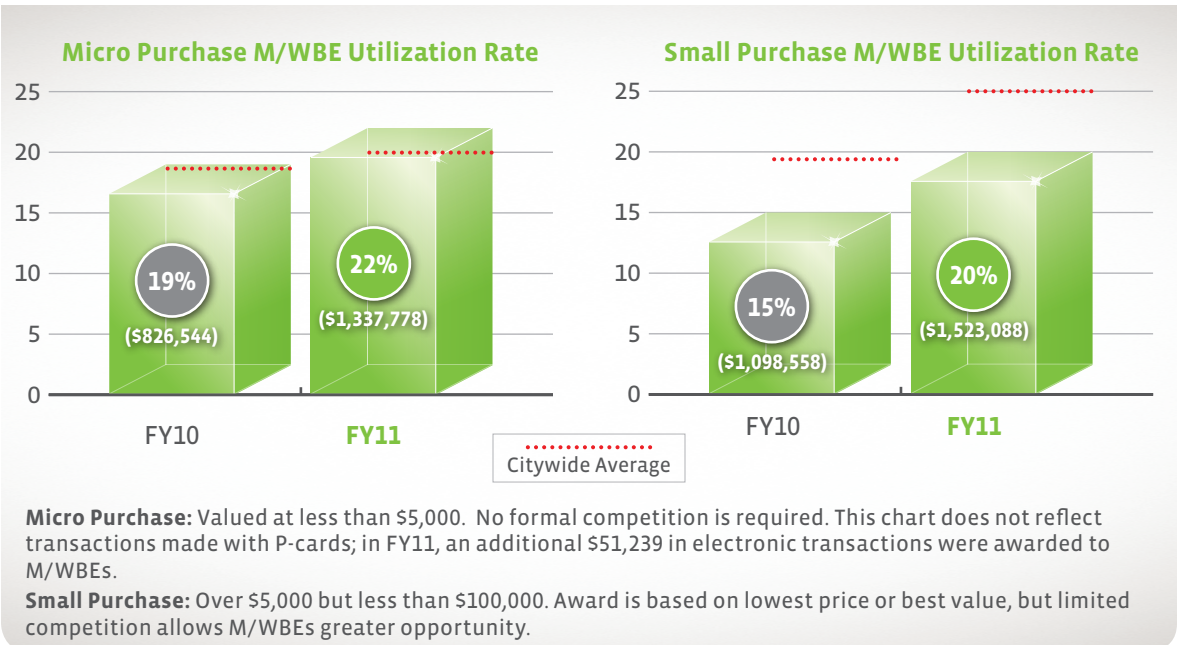
DPR is responsible for the maintenance and operation of the city's municipal park system, which encompasses more than 28,000 acres of parks, playgrounds, athletic fields, tennis courts, swimming pools, recreational centers, beaches, golf courses, ice rinks, marinas, and zoos. DPR typically purchases 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.

\$75.2 MILLION

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

\$54.8 M:	Value of Prime Contracts Awarded to M/WBES
\$20.4 M:	Value of Subcontracts Awarded to M/WBES
733:	Prime Contracts Won by M/WBES
276:	Subcontracts Won by M/WBES
156:	M/WBES Won Prime Contracts
102:	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 several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales
- Encouraged M/WBE firms to submit proposals for the Design Excellence Contracts for Architectural and Landscape Architectural Design work
- Developed new forms and procedures for tracking M/WBE participation and actual payments
- Provided assistance to M/WBE subcontractors with payment and contract issues
- Hosted a training session for 100 project managers and resident engineers to implement new compliance monitoring requirements
- Conducted losing bidder/proposer debriefings to help M/WBE firms be more competitive
- Worked with SBS to develop NYC Construction Loan and NYC Construction Mentorship

LL129 Goal and Performance Breakdown

DPR typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DPR awarded \$75.2 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$24.4 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DPR awarded over \$10.3 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$37,227,220	\$24,434,133
Actual Awarded	\$15,549,322	\$10,308,732
% Goal Value Achieved	42%	42%

		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			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			\$270,337	\$58,526	22%	\$150,545	\$0	0%	\$306,070	\$141,721	46%
	Goods	\$239,503	\$216,297	90%	\$344,718	\$141,276	41%	\$230,273	\$102,900	45%	\$824,646	\$725,819	88%
Contracts Through Other Methods*	Construction	No citywide goal			\$3,036,069	\$270,300	9%	\$2,177,892	\$503,852	23%	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			\$487,684	\$0	0%	\$271,581	\$0	0%	\$552,145	\$477,500	86%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$3,030,474	\$1,641,581	54%	\$4,041,698	\$1,848,899	46%	\$2,899,270	\$2,842,284	98%	No citywide goal		
	Professional Services	No citywide goal			\$756,000	\$0	0%	\$420,000	\$0	0%	\$1,386,000	\$0	0%
Micro Purchases:					Goal Value: \$3,009,227			Actual: \$1,337,778			% Achieved: 44%		

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

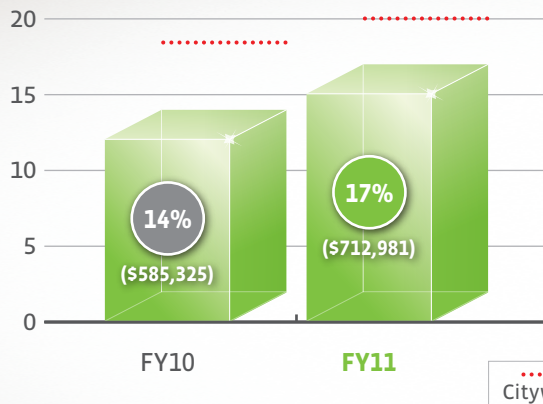
\$11.7 MILLION

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

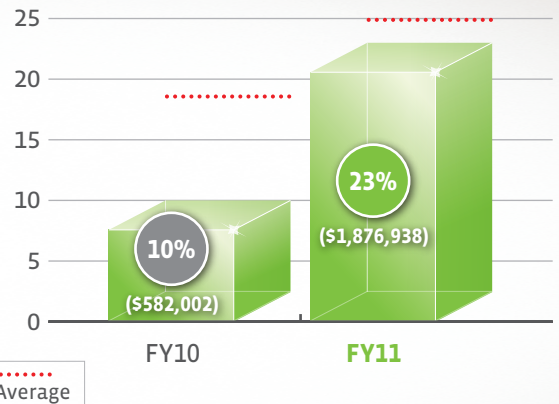
\$5.5 M:	Value of Prime Contracts Awarded to M/WBES
\$6.2 M:	Value of Subcontracts Awarded to M/WBES
540:	Prime Contracts Won by M/WBES
12:	Subcontracts Won by M/WBES
94:	M/WBES Won Prime Contracts
12:	M/WBES Won Subcontracts

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 FY11, an additional \$3,471 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:

- Encouraged M/WBE subcontractors to attend pre-bid meetings to identify opportunities
- Encouraged winning bidders to certify and/or work with M/WBE suppliers and subcontractors
- Conducted 1-on-1 meetings with over 100 M/WBE vendors to inform them about citywide procurement policies and agency opportunities
- Joined the 5th Annual Procurement Fair Planning Committee
- Participated in workshops, including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales
- Helped vendors correct outdated contact information

M/WBE

LL129 Goal and Performance Breakdown

DSNY typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DSNY awarded \$11.7 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$5.8 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DSNY awarded over \$2.5 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$16,713,989	\$5,775,657
Actual Awarded	\$1,544,571	\$2,506,378
% Goal Value Achieved	9%	43%

		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			\$84,600	\$0	0%	\$47,000	\$0	0%	\$155,100	\$25,000	16%
	Standard Services	No citywide goal			\$244,931	\$129,313	53%	\$136,397	\$0	0%	\$277,305	\$100,000	36%
	Goods	\$238,534	\$143,026	60%	\$343,324	\$61,628	18%	\$229,342	\$291,153	127%	\$821,312	\$1,033,357	126%
Contracts Through Other Methods*	Construction	No citywide goal			\$167,022	\$0	0%	\$119,812	\$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			\$171,120	\$0	0%	\$95,293	\$0	0%	\$193,738	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$119,075	\$0	0%	\$158,808	\$0	0%	\$113,919	\$9,920	9%	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: \$2,059,024			Actual: \$712,981			% Achieved: 35%		

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Transportation

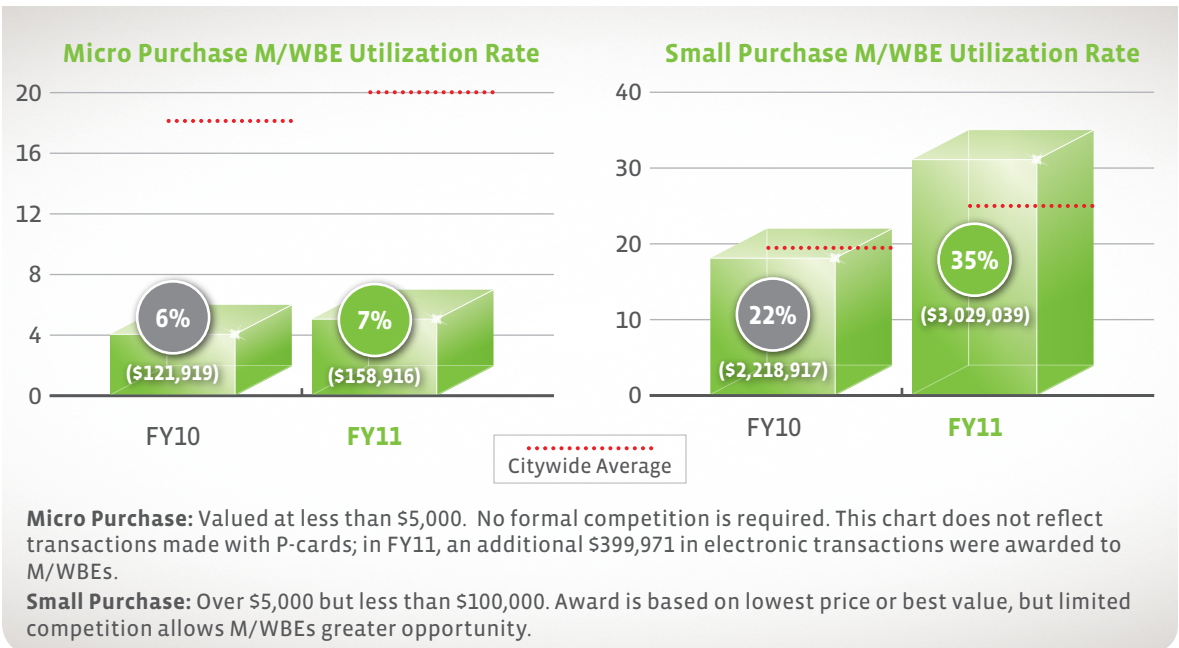
DOT manages much of the City's transportation infrastructure, including city streets, highways, sidewalks, and bridges. DOT typically purchases construction services, including heavy construction, standard services, such as municipal garage management and vehicle maintenance; and goods such as electrical supplies, time clocks, tires & tools for auto body repair, and office supplies.

\$29.4 MILLION

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

- \$16.5 M:** Value of Prime Contracts Awarded to M/WBES
- \$12.9 M:** Value of Subcontracts Awarded to M/WBES
- 156:** Prime Contracts Won by M/WBES
- 38:** Subcontracts Won by M/WBES
- 80:** M/WBES Won Prime Contracts
- 27:** 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:

- Worked with SBS to develop the new NYC Construction Loan
- Participated in several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales
- Encouraged disadvantaged business enterprise (DBE) vendors to certify with the City as M/WBES
- Conducted losing bidder/proposer debriefings to help M/WBE firms be more competitive
- Conducted pre-award meetings with all prime vendors to discuss M/WBE subcontractor requirements

LL129 Goal and Performance Breakdown

DOT typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DOT awarded \$29.4 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$7.4 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, DOT awarded over \$4.3 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.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$8,688,935	\$7,399,852
Actual Awarded	\$2,573,365	\$4,319,903
% Goal Value Achieved	30%	58%

		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			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			\$302,428	\$96,308	32%	\$168,416	\$318,270	189%	\$342,402	\$488,170	143%
	Goods	\$277,534	\$280,210	101%	\$399,456	\$359,075	90%	\$266,839	\$102,551	38%	\$955,593	\$978,135	102%
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			\$145,608	\$0	0%	\$81,086	\$0	0%	\$164,854	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$384,852	\$0	0%	\$513,271	\$59,061	12%	\$368,190	\$0	0%	No citywide goal		
	Professional Services	No citywide goal			\$568,371	\$471,270	83%	\$315,762	\$545,138	173%	\$1,042,013	\$462,799	44%

Micro Purchases:	Goal Value: \$1,103,180	Actual: \$158,916	% Achieved: 14%
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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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Housing Preservation and Development

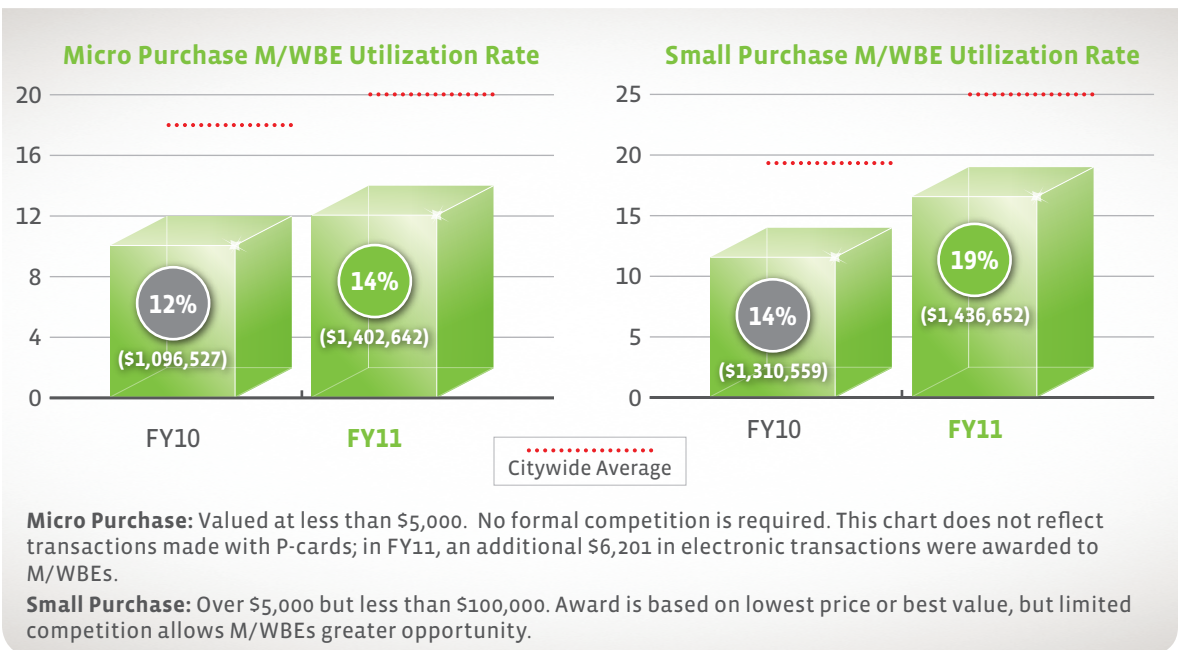
HPD protects the existing housing stock and expands housing options for New Yorkers as it strives to improve the availability, affordability, and quality of housing in New York City. HPD typically purchases construction services including construction trades; standard services such as exterminating and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

\$7.4 MILLION

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

- \$5.5 M:** Value of Prime Contracts Awarded to M/WBES
- \$1.9 M:** Value of Subcontracts Awarded to M/WBES
- 2,375:** Prime Contracts Won by M/WBES
- 36:** Subcontracts Won by M/WBES
- 113:** M/WBES Won Prime Contracts
- 18:** 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:

- Worked with SBS to develop NYC Construction Loan and NYC Construction Mentorship
- Promoted HPD's contractor training program at area CUNY colleges to M/WBE and locally-based enterprise (LBE) firms
- Frequently hosted HPD workshops for certified firms, including Lead Law 101 Certification, Safe Work Practices and Upcoming HPD Opportunities
- Participated in several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Met with bidders on the HPD demolition pre-qualified list to explain the benefits of the M/WBE program and encourage certification

M/WBE

LL129 Goal and Performance Breakdown

HPD typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. HPD awarded \$7.4 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$7.2 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, HPD awarded over \$2 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$8,109,085	\$7,168,271
Actual Awarded	\$1,756,756	\$2,057,029
% Goal Value Achieved	22%	29%

		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			\$137,605	\$15,448	11%	\$98,710	\$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			\$508,396	\$32,449	6%	\$283,116	\$25,000	9%	\$575,595	\$50,512	9%
	Goods	\$46,084	\$35,654	77%	\$66,329	\$100,000	151%	\$44,308	\$160,743	363%	\$158,674	\$196,700	124%
Contracts Through Other Methods*	Construction	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance		
	Standard Services	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance		
	Goods	\$8,140	\$7,332	90%	\$11,716	\$5,986	51%	\$7,826	\$3,070	39%	\$28,027	\$21,493	77%
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: \$5,193,747			Actual: \$1,402,642			% 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

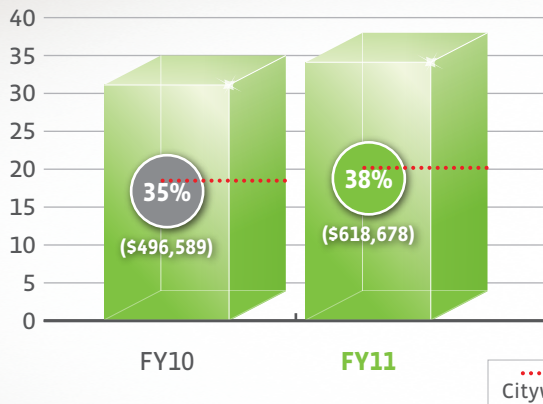
\$7.5 MILLION

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

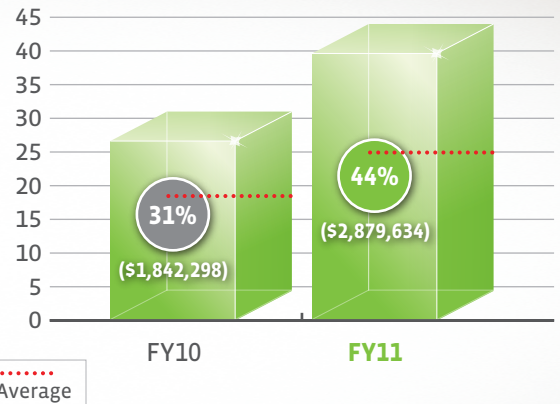
- \$5.2 M:** Value of Prime Contracts Awarded to M/WBES
- \$2.3 M:** Value of Subcontracts Awarded to M/WBES
- 359:** Prime Contracts Won by M/WBES
- 5:** Subcontracts Won by M/WBES
- 91:** M/WBES Won Prime Contracts
- 5:** M/WBES Won Subcontracts

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 FY11, an additional \$31,091 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
- Reached out to non-responsive M/WBES to find out why they did not bid and to encourage future participation
- Joined the 5th Annual Procurement Fair Planning Committee
- Participated in workshops including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales



LL129 Goal and Performance Breakdown

DOC typically awards contracts in sizes greater than \$1 million, or in the human service industry, which fall outside the purview of LL129. DOC awarded \$7.5 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$3.1 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOC awarded over \$3.3 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$3,160,972	\$3,086,268
Actual Awarded	\$2,317,607	\$3,336,096
% Goal Value Achieved	73%	108%

		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			\$159,140	\$0	0%	\$88,622	\$10,100	11%	\$180,175	\$25,000	14%
	Goods	\$248,849	\$185,008	74%	\$358,170	\$450,402	126%	\$239,259	\$352,047	147%	\$856,826	\$1,599,161	187%
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	\$45,172	\$55,700	123%	\$60,245	\$0	0%	\$43,216	\$40,000	93%	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: \$806,594			Actual: \$618,678			% Achieved: 77%		

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Probation

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

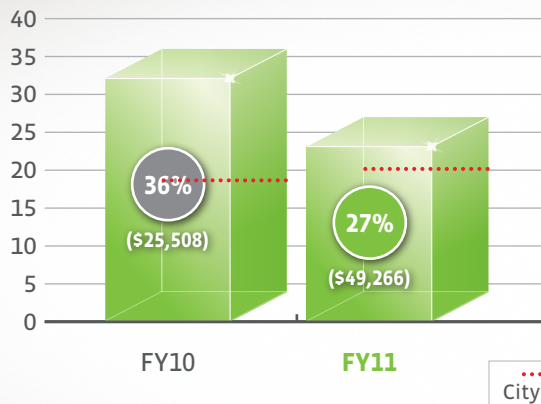
\$203,165

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

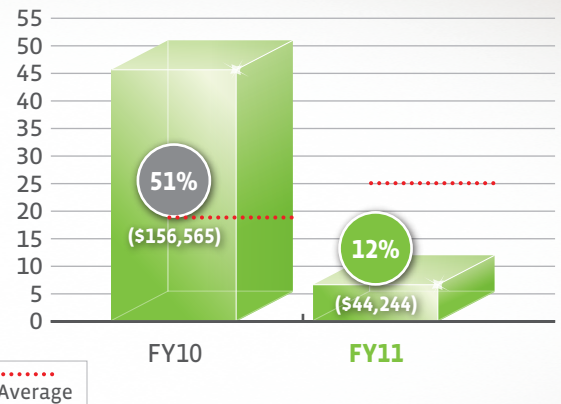
\$203,165: Value of Prime Contracts Awarded to M/WBES
\$0: Value of Subcontracts Awarded to M/WBES
58: Prime Contracts Won by M/WBES
0: Subcontracts Won by M/WBES
27: M/WBES Won Prime Contracts
0: M/WBES Won Subcontracts
 (This agency did not award subcontracts in FY11.)

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 FY11, 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:

- Encouraged vendors already doing business with the city to certify
- Solicited quotes from MWBE contractors listed on NY State and Federal contracts whenever possible
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **I'm Certified, Now What?**, to help M/WBES develop strategies for expanding public sector sales

LL129 Goal and Performance Breakdown

PROB typically procures a broad range of human service contracts, which fall outside the purview of LL129. PROB awarded \$203,165 to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$125,345. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency's ability to meet specific LL129 ethnic and gender goals. Despite this limitation, PROB awarded over \$49,266 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$83,676	\$125,345
Actual Awarded	\$83,073	\$49,266
% Goal Value Achieved	99%	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			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			\$12,929	\$0	0%	\$7,200	\$0	0%	\$14,638	\$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		
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			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: \$90,577			Actual: \$49,266			% Achieved: 54%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Law Department

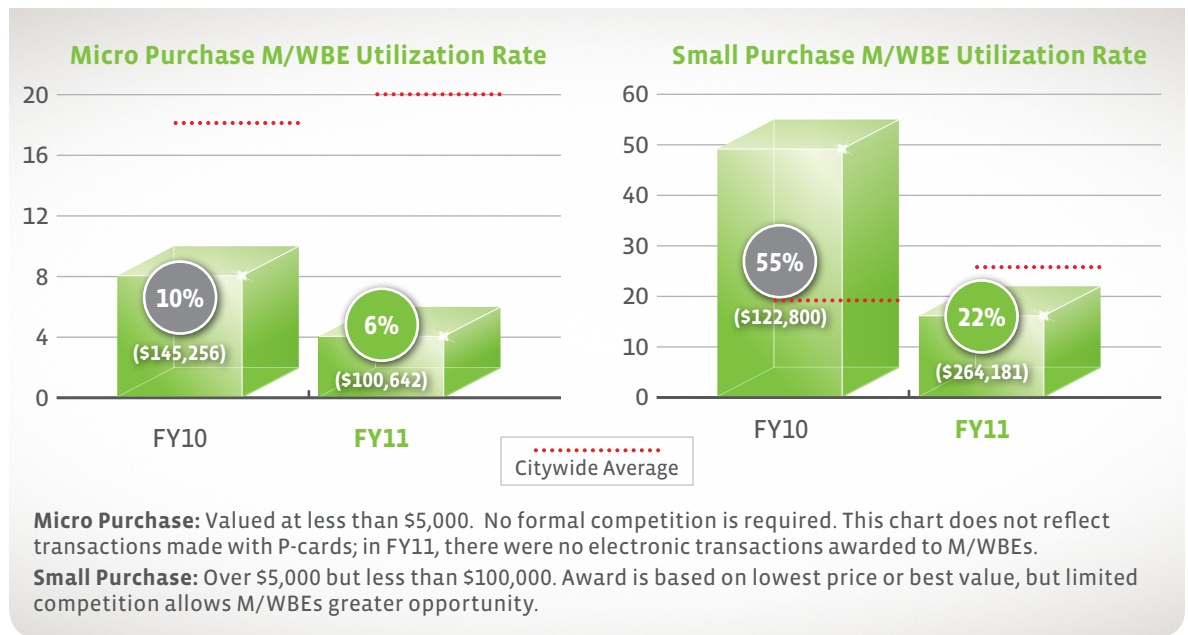
LAW is responsible for all the legal affairs of the City. It represents the City, the Mayor, other elected officials, and the City's many agencies; drafts and reviews local and State legislation, real estate leases, procurement contracts and financial instruments; and provides legal counsel to City officials. 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.

\$2.7 MILLION

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

\$2.7 M: Value of Prime Contracts Awarded to M/WBES
\$0: Value of Subcontracts Awarded to M/WBES
71: Prime Contracts Won by M/WBES
0: Subcontracts Won by M/WBES
34: M/WBES Won Prime Contracts
0: M/WBES Won Subcontracts
 (This agency did not award subcontracts in FY11.)

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 the Citywide Procurement Fair
- Invited M/WBES to contact the Law Department with information on their areas of expertise in order to introduce them to the appropriate agency divisions
- Undertook project to identify expert witnesses retained by Law Department who may be eligible for MWBE certification, and to encourage them to become certified
- Participated in workshops, including **I'm Certified, Now What?** and **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales

LL129 Goal and Performance Breakdown

LAW typically awards contracts in sizes greater than \$1 million, or in the human service industry, which fall outside the purview of LL129. LAW awarded \$2.7 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$2.6 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, LAW awarded \$369,824 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$2,472,435	\$2,617,437
Actual Awarded	\$223,156	\$369,824
% Goal Value Achieved	9%	14%

		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			\$56,622	\$0	0%	\$31,457	\$0	0%	\$103,807	\$10,000	10%
	Standard Services	No citywide goal			\$55,205	\$75,417	137%	\$30,743	\$9,844	32%	\$62,502	\$98,921	158%
	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			\$437,418	\$0	0%	\$243,010	\$0	0%	\$801,933	\$75,000	9%
	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: \$794,741			Actual: \$100,642			% Achieved: 13%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Fire Department

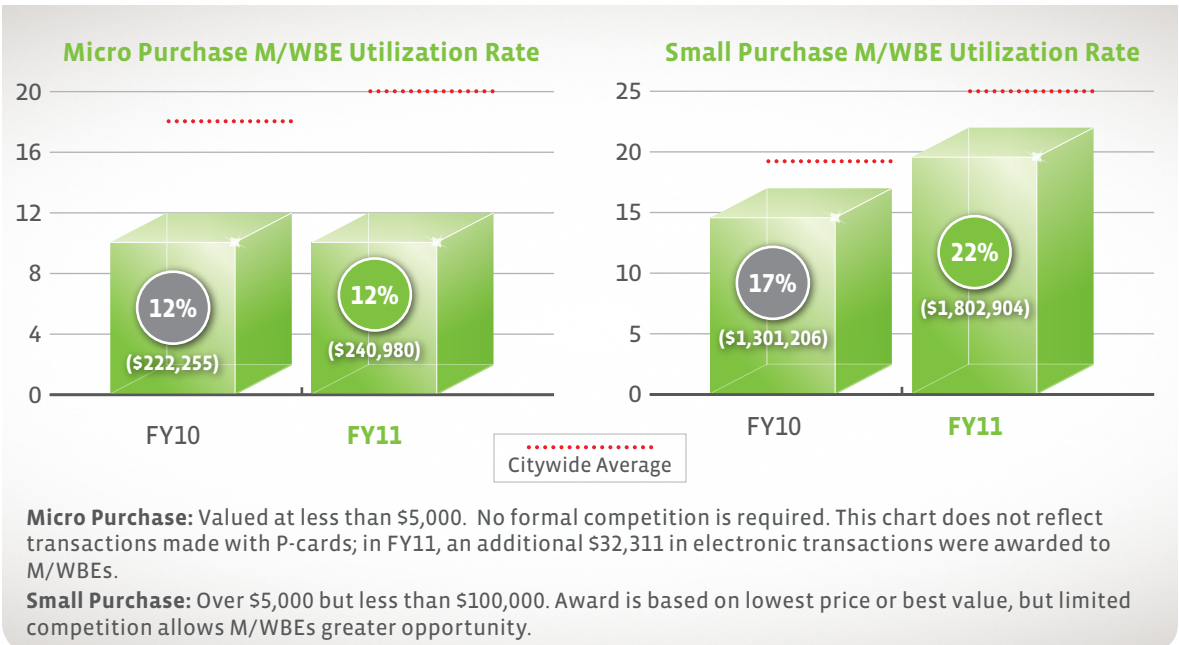
FDNY protects the lives and property of New York City residents and visitors as first responders to fires, public safety and medical emergencies, disasters and terrorist acts. FDNY typically purchases standard services, such as chimney cleaning, janitorial services, vehicle maintenance and repair; goods,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

\$16.6 MILLION

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

\$12.5 M:	Value of Prime Contracts Awarded to M/WBES
\$4.1 M:	Value of Subcontracts Awarded to M/WBES
197:	Prime Contracts Won by M/WBES
12:	Subcontracts Won by M/WBES
58:	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.



Agency M/WBE Initiatives to Improve Performance

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

- Created and distributed the Vendor's Guide for FDNY at events and agency locations
- Participated in several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Added language to solicitations beyond those required by law encouraging prime bidders to use M/WBE subcontractors and suppliers
- Conducted in-house staff training and outreach to teach P-card holders how to find M/WBE firms

LL129 Goal and Performance Breakdown

FDNY typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. FDNY awarded \$16.6 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$4.7 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, FDNY awarded over \$2 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$4,271,911	\$4,737,600
Actual Awarded	\$1,513,461	\$2,037,134
% Goal Value Achieved	35%	43%

		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			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			\$195,305	\$25,000	13%	\$108,761	\$0	0%	\$221,120	\$134,442	61%
	Goods	\$316,332	\$330,511	104%	\$455,298	\$268,642	59%	\$304,141	\$149,014	49%	\$1,089,180	\$888,545	82%
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			\$397,607	\$0	0%	\$221,419	\$0	0%	\$450,161	\$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: \$978,276			Actual: \$240,980			% Achieved: 25%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

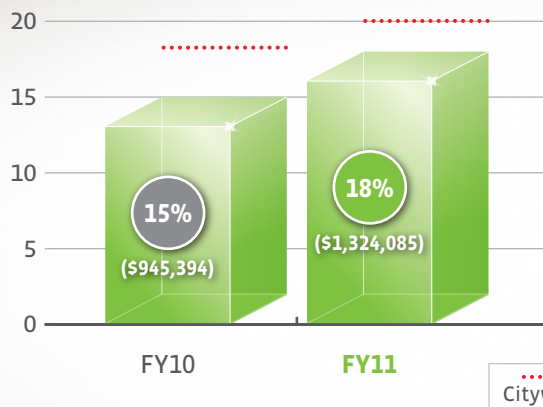
\$6 MILLION

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

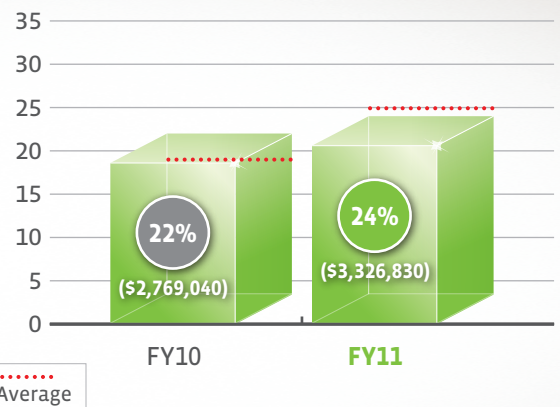
- \$5.8 M:** Value of Prime Contracts Awarded to M/WBES
- \$157,800:** Value of Subcontracts Awarded to M/WBES
- 902:** Prime Contracts Won by M/WBES
- 4:** Subcontracts Won by M/WBES
- 138:** M/WBES Won Prime Contracts
- 4:** M/WBES Won Subcontracts

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 FY11, an additional \$287,730 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 several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Established an NYPD Vendor Assessment Committee to help direct interested vendors to the best liaisons for contract opportunities
- Participated in workshops, including **I'm Certified, Now What?** and **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales
- Conducted pre-award meetings with all prime vendors to discuss M/WBE subcontractor requirements

M/WBE

LL129 Goal and Performance Breakdown

NYPD typically awards contracts in sizes greater than \$1 million, or in the human service industry, which fall outside the purview of LL129. NYPD awarded \$6 million to City-certified M/WBE firms. This amount is less than the LL129 goal value of \$8.3 million. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, NYPD awarded over \$4.2 million in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$7,921,793	\$8,295,076
Actual Awarded	\$3,730,284	\$4,239,663
% Goal Value Achieved	47%	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 (3) to evaluate performance			Too few contracts (3) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$15,793	\$0	0%	\$8,774	\$0	0%	\$28,953	\$0	0%
	Standard Services	No citywide goal			\$532,290	\$128,150	24%	\$296,421	\$170,457	58%	\$602,647	\$141,015	23%
	Goods	\$397,117	\$372,981	94%	\$571,574	\$598,781	105%	\$381,814	\$306,114	80%	\$1,367,339	\$1,172,079	86%
Contracts Through Other Methods*	Construction	No citywide goal			Too few contracts (3) to evaluate performance			Too few contracts (3) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance			Too few contracts (2) to evaluate performance		
	Standard Services	No citywide goal			\$106,704	\$0	0%	\$59,421	\$0	0%	\$120,808	\$0	0%
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
Subcontracts**	Construction	\$46,578	\$0	0%	\$62,121	\$0	0%	\$44,562	\$26,000	58%	No citywide goal		
	Professional Services	No citywide goal			\$1,726	\$0	0%	\$959	\$0	0%	\$3,165	\$0	0%

Micro Purchases:	Goal Value: \$3,646,309	Actual: \$1,324,085	% Achieved: 36%
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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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

Department of Finance

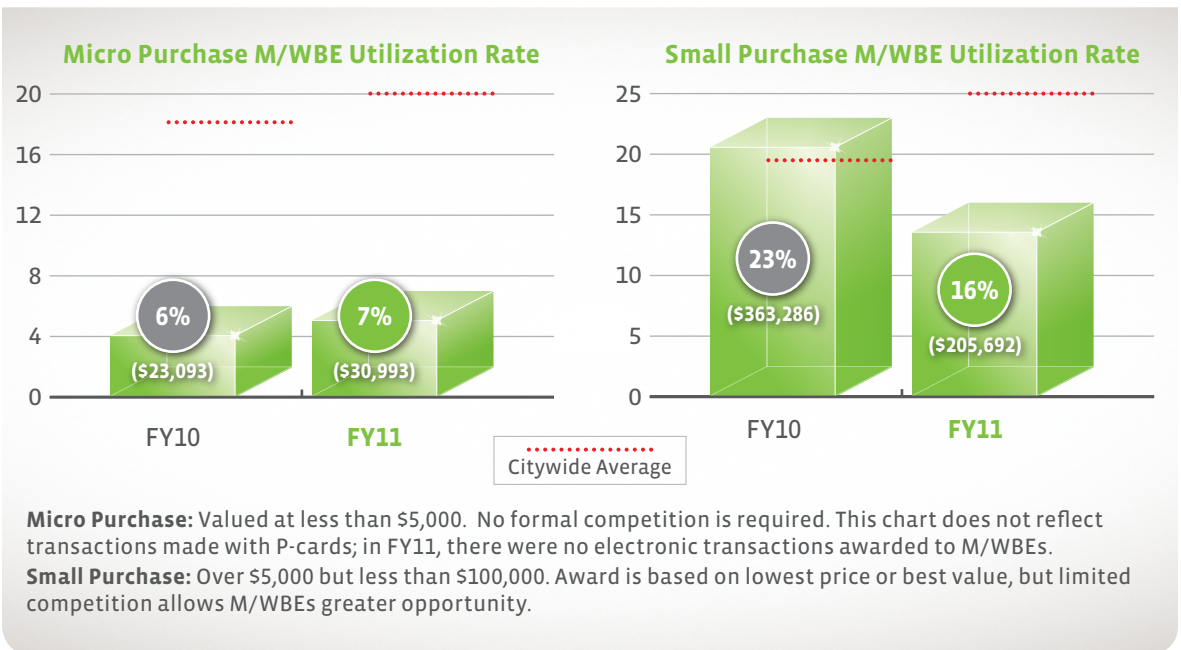
DOF helps people pay the right amount on time. The agency collects City revenues, encourages compliance with City tax and other revenue laws, values all real property in the City, provides a forum for the public to dispute tax and parking violation liability, and maintains property records. DOF typically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

\$337,483

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

- \$337,483:** Value of Prime Contracts Awarded to M/WBES
- \$0:** Value of Subcontracts Awarded to M/WBES
- 32:** Prime Contracts Won by M/WBES
- 0:** Subcontracts Won by M/WBES
- 16:** M/WBES Won Prime Contracts
- 0:** M/WBES Won Subcontracts
(This agency did not award subcontracts in FY11.)

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:

- Regularly conducted outreach campaigns to consultants already doing business with the agency to encourage them to certify
- Participated in events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales
- Encouraged information technology and banking contract holders to subcontract agency work to certified M/WBES

LL129 Goal and Performance Breakdown

DOF typically awards contracts in sizes greater than \$1 million, which fall outside the purview of LL129. DOF awarded \$337,483 to City-certified M/WBE firms. This amount is less than the LL129 goal value of \$607,070. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation DOF awarded \$218,995 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$622,905	\$607,070
Actual Awarded	\$286,379	\$218,995
% Goal Value Achieved	46%	36%

		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			\$39,546	\$0	0%	\$21,970	\$0	0%	\$72,501	\$100,000	138%
	Standard Services	No citywide goal			\$38,519	\$0	0%	\$21,451	\$0	0%	\$43,611	\$0	0%
	Goods	\$22,576	\$0	0%	\$32,494	\$44,827	138%	\$21,706	\$13,295	61%	\$77,734	\$29,880	38%
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: \$214,962			Actual: \$30,933			% Achieved: 14%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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.

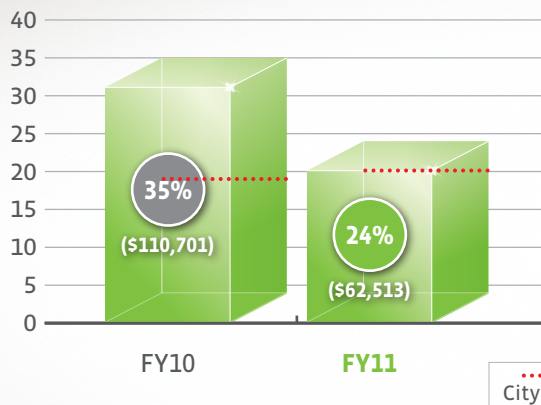
\$35 MILLION

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

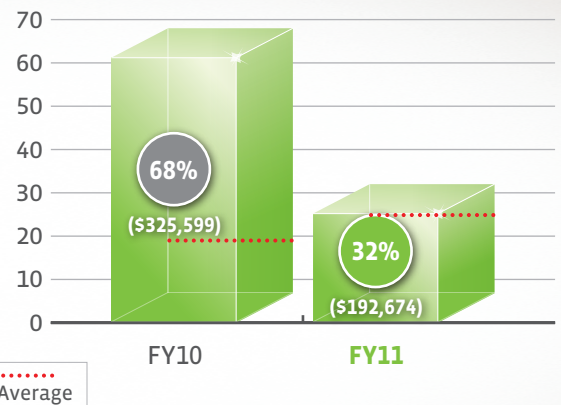
\$34.9 M:	Value of Prime Contracts Awarded to M/WBES
\$103,500:	Value of Subcontracts Awarded to M/WBES
64:	Prime Contracts Won by M/WBES
2:	Subcontracts Won by M/WBES
41:	M/WBES Won Prime Contracts
2:	M/WBES Won Subcontracts

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 FY11, an additional \$284 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:

- Encouraged consultants already doing business with the agency to certify
- Encouraged requirements contract holders to subcontract agency work to certified M/WBES
- Participated in several events with targeted outreach to M/WBES, including the Citywide Procurement Fair
- Participated in workshops, including **I'm Certified, Now What?** and **Strategic Steps for Growth**, to help M/WBES develop strategies for expanding public sector sales
- Conducted losing bidder/proposer debriefings to help M/WBE firms be more competitive
- Helped vendors correct outdated contact information
- Made it easier for M/WBES and small businesses to do business with the City by posting solicitations on agency website

LL129 Goal and Performance Breakdown

SBS awarded \$35 million to City-certified M/WBE firms. This amount is more than the LL129 goal value of \$338,991. State law requires a majority of contracts to be awarded to the lowest responsive and responsible vendor, which limits the agency’s ability to meet specific LL129 ethnic and gender goals. Despite this limitation, SBS awarded \$160,378 in goal areas.

LL129 Goal Summary

	FY 2010	FY 2011
Goal Value	\$337,332	\$338,991
Actual Awarded	\$368,175	\$160,378
% Goal Value Achieved	109%	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			Too few contracts (1) to evaluate performance			Too few contracts (1) to evaluate performance			No citywide goal		
	Professional Services	No citywide goal			\$37,228	\$0	0%	\$20,682	\$0	0%	\$68,252	\$0	0%
	Standard Services	No citywide goal			\$8,871	\$11,386	128%	\$4,940	\$32,000	648%	\$10,044	\$0	0%
	Goods	\$3,778	\$8,848	234%	\$5,438	\$18,131	333%	\$3,632	\$0	0%	\$13,008	\$0	0%
Contracts Through Other Methods*	Construction	No citywide goal			No agency spending			No agency spending			No citywide goal		
	Professional Services	No citywide goal			\$9,044	\$27,500	304%	\$5,024	\$0	0%	\$16,580	\$0	0%
	Standard Services	No citywide goal			No agency spending			No agency spending			No agency spending		
	Goods	No agency spending			No agency spending			No agency spending			No agency spending		
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: \$132,468			Actual: \$62,513			% Achieved: 47%					

* 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 2012 and FY 2013. Data only reflects subcontracts awarded on prime contracts that began in FY2011.

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