2017 Open Data Compliance Plan

Any field with a **GREEN column header** requires a response from you by **June 2, 2017**. Please reach out to nycopendata@cityhall.nyc.gov with any questions.

1. **Agency Catalog** - These are your datasets that already exist on the Open Data Portal. This should give you an idea of what datasets we will work with you to geocode or create data dictionaries for. Nothing needed from you on this right now!

2. **Existing Plan** - This is a list of datasets that are scheduled for publication between now and 12/31/18 on your agency's Open Data Plan. You may:
    a. Add new datasets (we need a name, description, update frequency and planned release date)
    b. Request a different release date (we need to publish a reason why the date was changed)
    c. Remove datasets (we need to publish a reason why the data won't be published)

3. **Nominations** - These are datasets that the public have nominated for inclusion on the Portal. For each, we need a final determination on whether they are considered "public" data.
    a. If the data is public data, we need to prioritize it for release.
    b. If the data is not public data, we need to publish a reason why you cannot release it.

4. **Agency Website Data** - We need a list of datasets, including applications, that exist on your agency website. You also need to report how often they are updated and whether they are on the Open Data Portal (the 'Agency Catalog' tab can help you identify this -- or ask us!)
    a. If datasets that are not on the Open Data Portal exist on your website, we need to prioritize them for release.
    b. If the data exists on the Open Data Portal, list it with its update frequency.

5. **FOIL Metrics** - We need information about the number of responses to FOIL requests that included the release of data. Responses to FOIL requests that include "public" data should be considered for publication on the Open Data Portal.

FOIL requests that include "public" data should be considered for publication on the Open Data Portal.

6. **Suggested Datasets** - These are suggested datasets based on your MMR indicators that may be eligible for publication on the Open Data Portal. By the end of 2018, we need to identify and release everything considered public data, so we'd like to help you get ahead of it.

Anything in GREEN needs an answer, date, or determination from you by mm/dd/yyyy

1. Existing Plan - This is a list of what you currently have listed in your agency's Open Data plan. You can
   Add new datasets
   Request updated release dates (we will need to publish a reason)
   Remove datasets (we will need to publish a reason)

2. Agency Website Data - We need a list of datasets that exist on your agency website, how often they'r
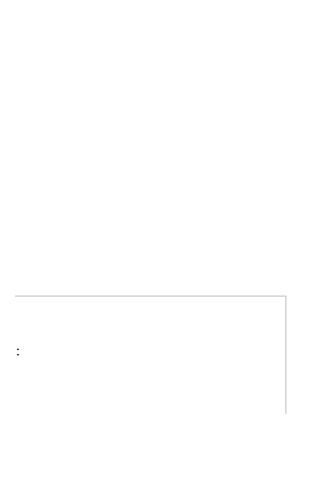the Open Data Portal (the 'Agency Catalog' tab can help you identify this, or ask us!).

        If datasets exist on your website that do not exist on the Open Data Portal, we'll need t

3. FOIL Metrics - We'll need information from you around FOIL requests that included the release of dat
information. Local Law 7 of 2016.

4. Nominations - These are datasets that the public have nominated for inclusion on the portal. We'll ne
whether they are considered public data or not.
        If they are, we'll need a release date.
        If not, we'll need to public a reason why.

5. Agency Catalog - These are your datasets that exist on the Open Data Portal. This should give you an i
you to either geocode or create data dictionaries for.

6. Suggested Datasets - These are suggested datasets you may be maintaining (from your MMR metrics)
and release these, so we'd like to help you get ahead of it.

:

e updated and whether or not they're on

o prioritize them for release.

a. Please see the attachment for more

ed a final determination from you on

idea of what datasets we'll be working with

). We have until the end of 2018 to identify

1. **Agency Catalog** - These are your datasets that already exist on the Open Data Portal. This sho[uld] dictionaries for. Nothing needed from you on this right now!

Nothing needed from you here, but if there's anything we should know about these datasets, pl[ease]

Agency	Dataset Name	Portal URL
Department of Design and Construction (DDC)	Active Projects - Infrastructure	https://data.cityofnewyork.us/d/rukc-mmqu
Department of Design and Construction (DDC)	Active Projects - Public Buildings	https://data.cityofnewyork.us/d/g9ub-hrve
Department of Design and Construction (DDC)	Directory Of Awarded Construction Contracts	https://data.cityofnewyork.us/d/j7gw-gcxi
Department of Design and Construction (DDC)	Directory Of Competitive Bid	https://data.cityofnewyork.us/d/2eq2-trdu
Department of Design and Construction (DDC)	Directory Of Future Construction Projects	https://data.cityofnewyork.us/d/k2zs-b24z
Department of Design and Construction (DDC)	Employment Opportunities	https://data.cityofnewyork.us/d/dhu2-kitw
Department of Design and Construction (DDC)	NYC Department of Design and Construction (DDC): Closed Requests for Proposals	https://data.cityofnewyork.us/d/b2m2-7ih3
Department of Design and Construction (DDC)	NYC Department of Design and Construction (DDC): Open Requests for Proposals	https://data.cityofnewyork.us/d/tmtb-gcc6

uld give you an idea of what datasets we will work with you to geocode or create data

ease let us know in the 'Notes' field.

Needs geocoding?	Has data dictionary?	Notes
NO	YES	
NO	YES	
NO	NO	
NO	NO	
	NO	
	NO	
NO	NO	
NO	NO	

2. **Existing Plan** - This is a list of datasets that are scheduled for publication between now and 12/31/18 on your a

      a. Add new datasets (we need a name, description, update frequency and planned release date)
      b. Request a different release date (we need to publish a reason why the date was changed)
      c. Remove datasets (we need to publish a reason why the data won't be published)

* All data must be published by 12/31/2018

Agency Name	Dataset Name	Dataset Description
Department of Design and Construction (DDC)	*Project Information*	*Consolidated information on project status.*
~~Department of Design and Construction (DDC)~~	*~~PIMS~~*	*~~Comprehensive Project Information.~~*

	Add New Dataset Name	Add New Dataset Description

gency's Open Data Plan. You may:

Update Frequency	Release Date	Date Status	Confirm/Change Details
Quarterly	*09/30/17*	*No Change*	
~~As needed~~		~~No Change~~	This information is now provided on NYCityMap at: http://www1.nyc.gov/site/ddc/projects /nycitymap.page

Update Frequency? (If this data exists elsewhere, it should match)	Planned Release Date?	Date Status	Any additional details you'd like us to know.
		New	
		New	
		New	
		New	
		New	
		New	
		New	

No Change
New
Updated

3. **Nominations** - These are datasets that the public have nominated for inclusic

      a. If the data is public data, we need to prioritize it for release.

      b. If the data is not public data, we need to publish a reason why you

Nomination Title	Nomination Description	Nomination Date

on on the Portal. For each, we need a final determination on whether they are considered "public" data.

ı cannot release it.

| Public Data: Yes/No? | If public: | | |
	Dataset Name	Dataset Description	Planned Release Date

	If not public:
Update Frequency	Reason why not public

4. **Agency Website Data** - We need a list of datasets, including applications, that exist on your agency website. Yo
whether they are on the Open Data Portal (the 'Agency Catalog' tab can help you identify this -- or ask us!)
        a. If datasets that are not on the Open Data Portal exist on your website, we need to prioritize them fo
        b. If the data exists on the Open Data Portal, list it with its update frequency.

Dataset Title	Dataset Description	URL	Update Frequency	Exists on OpenData? If yes, is OpenData updated within legislative mandates?

u also need to report how often they are updated and

r release.

If not, please provide planned release date	**Notes**

5. **FOIL Metrics** - We need information about the number of response
requests that include "public" data should be considered for publicati

Metric
a. The total number of FOIL responses that included the release of data
b. The total number of FOIL responses that included a public data set that had not yet been included on the Open Data Portal
c. The total number of FOIL responses that resulted in data being posted "voluntarily" on the open data portal.

es to FOIL requests that included the release of data. Responses to FOIL
on on the Open Data Portal.

Count between May 15, 2016 - May 15, 2017
Zero (0) public data sets requested pursuant to FOIL.
Zero (0) public data sets requested pursuant to FOIL.
Zero (0) public data sets requested pursuant to FOIL.

6. **Suggested Datasets** - These are suggested datasets based on your MMR indicators that may be eligible for pub
considered public data, so we'd like to help you get ahead of it.

What we know

Indicator Name	Indicator Description
Design projects completed - Infrastructure - Public buildings	The total number of projects for which design was completed during the reporting period and the number in each reporting category.
Total design projects completed early/on time (%)	Of the projects for which design was completed during the reporting period, the percentage that were completed ahead of schedule or no more than 30 days behind the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.
Completed early/on time: Infrastructure (%)	Of the infrastructure projects for which design was completed during the reporting period, the percentage that were completed ahead of schedule or no more than 30 days behind the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.
Completed early/on-time: Public buildings (%)	Of the public building projects for which design was completed during the reporting period, the percentage that were completed ahead of schedule or no more than 30 days behind the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.
Construction projects completed - Infrastructure - Public buildings	The total number of construction projects and the number in each reporting category that were substantially completed during the reporting period. A project is considered substantially complete when contract work has been finished. For public buildings a Certificate of Occupancy (temporary or final) is required. For infrastructure projects permanent street restoration must be in place.
Total construction projects completed early/on-time (%)	The percentage of all construction projects completed ahead of schedule or no more than 30 days behind the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Additions/adjustments to the design that was agreed on prior to construction start and funding issues caused by such adjustments constitute a programmatic scope change. On larger infrastructure projects (roadway/sewer/water main), delays caused by significant utility interference that are completely out of the agency's control constitute a programmatic scope change.

Completed early/on-time: Infrastructure (%)	The percentage of all infrastructure projects for which construction was completed ahead of schedule or no more than 30 days behind the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Additions/ adjustments to the design that was agreed on prior to construction start and funding issues caused by such adjustments constitute a programmatic scope change. On larger infrastructure projects (roadway/sewer/water main), delays caused by significant utility interference that are completely out of the agency's control constitute a programmatic scope change.
Completed early/on-time: Public buildings (%)	The percentage of public buildings for which construction was completed ahead of schedule or no more than 30 days behind the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Additions/adjustments to the design that was agreed on prior to construction start and funding issues caused by such adjustments constitute a programmatic scope change.
Average cost change for all completed consultant design and construction supervision projects (excluding programmatic scope changes) (%)	Average change in the design and consultant budgets for projects that reached substantial completion, as a percent of the approved budget at the time work began, exclusive of programmatic scope changes.
Average cost change for all completed construction projects (excluding programmatic scope changes) (%)	Average change in the construction budgets for projects that reached substantial completion, as a percent of the approved budget at the time construction began, exclusive of programmatic scope changes.
Projects completed within budget (%)	The percentage of projects that completed construction within the original approved budget (construction) exclusive of programmatic scope changes.
Lane miles reconstructed	Total length of roadway fully reconstructed (new concrete base and asphalt topping) during the reporting period, measured in units 12 feet wide and one mile in length.
- Construction completed on schedule (%)	The percentage of street reconstruction projects that were completed within 30 days of the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.
Sewers constructed (miles)	The total length of new sewer lines built during the reporting period.
Construction completed on schedule (%)	The percent of sewer construction projects that were completed within 30 days of the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.

Sewers reconstructed (miles)	The total length of sewer lines refurbished (relined) during the reporting period.
Construction completed on schedule (%)	The percent of sewer reconstruction projects that were completed within 30 days of the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.

Water mains (new and replaced) (miles)	The total length of water mains newly installed or replaced during the reporting period.
Construction completed on schedule (%)	The percent of water main projects that were completed within 30 days of the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency.

Active design projects: Early/on-time (%)	The percentage of active design projects for which the expected date of completion is earlier than or within 30 days of the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Active projects are those where work has begun but is not yet completed, as well as those projects that were completed in the reporting month.
Active construction projects: Early/on-time (%)	The percentage of active construction projects for which the expected date of completion is earlier than or within 30 days of the baseline schedule, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Active projects are those where work has begun but is not yet completed, as well as those projects that were completed in the reporting month.
Active design projects: Difference between projected and scheduled duration (%)	The differences between the expected and originally planned project durations (adjusted baseline schedules) as a percentage of the originally planned durations for all active design projects, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Active projects are those where work has begun but is not yet completed, as well as those projects that were completed in the reporting month.
Active construction projects: Difference between projected and scheduled duration (%)	The differences between the expected and planned project durations (adjusted baseline schedules) as a percentage of the planned durations for all active construction projects, exclusive of programmatic scope changes and any holds placed on the project by the sponsor agency. Active projects are those where work has begun but is not yet completed, as well as those projects that were completed in the reporting month.

Projects audited (%)	The percentage of active projects in construction during the reporting period for which at least one quality assurance/site safety audit was performed. Projects that are under $100,000 and those completed within the first six weeks of the reporting period or started within the last six weeks of the period are excluded.
Project inspections with at least one high-risk deviation (%)	The number of quality assurance/site safety inspections where at least one high-risk deviation was identified as a percent of all completed inspections. High-risk deviations are defined as unsafe conditions or practices present at construction operations/activities that could reasonably be expected to cause serious physical harm, presenting a serious safety hazard to workers or the public at large. They are addressed on the same day, before the inspector leaves the site.
Eligible projects with completed post-construction surveys (%)	The number of eligible capital construction projects for which at least one completed customer survey was returned as a percent of the number of construction projects substantially completed during the last quarter of the prior fiscal year through the third quarter of the current fiscal year. Note: Infrastructure projects involving minimal work at multiple sites throughout the City are typically excluded from surveys
Post-construction satisfaction surveys - Projects surveyed	The number of construction projects substantially completed during the last quarter of the prior fiscal year through the third quarter of the current fiscal year for which post-construction satisfaction surveys were sent. For the Preliminary Mayor's Management Report, the reporting period is the last quarter of the prior fiscal year through the first quarter of the current fiscal year. Infrastructure projects involving minimal work at multiple sites throughout the City are typically excluded from surveys.
Post-construction satisfaction - Surveys sent	The total number of surveys sent for construction projects substantially completed during the reporting period. For each public building completed, a survey is sent to the Commissioner of the client/sponsor agency. For each infrastructure project completed, surveys are sent to 10 randomly selected residents/businesses located in the vicinity of the work that was done.
Post-construction satisfaction - Surveys returned	The total number of completed post-construction satisfaction surveys returned to DDC
Respondents rating a completed project as adequate or better (%)	The percentage of completed surveys returned with an overall satisfactory rating.
E-mails sent to an agency (through NYC.gov or a publicized agency e-mail address)	The number of e-mails sent to an agency through NYC.gov or to a publicly disclosed e-mail address (e.g., customerservice@agency.nyc.gov).

E-mails responded to in 14 days (%)	The percentage of e-mails answered in 14 calendar days or less. Responses should be substantive and adequately address the question/issue raised by the customer. A simple acknowledgement is not considered an adequate response. However, for more complex inquiries that require research and action on the part of the agency, an acknowledgement which includes a description of the next step (either on the agency's behalf, or the customer's), as well as an estimated time frame for completion, is considered acceptable and can be reported as part of the 14 day response. Agencies must internally track the additional time until a customer has a complete and full response.
Letters sent to an agency	The number of written correspondence addressed to a central correspondence unit, the agency at large, or to the Commissioner
Letters responded to in 14 days (%)	The percentage of letters answered in 14 calendar days or less. Responses should be substantive and adequately address the question/issue raised by the customer. A simple acknowledgement is not considered an adequate response. However, for more complex inquiries that require research and action on the part of the agency, an acknowledgement which includes a description of the next step (either on the agency's behalf, or the customer's), as well as an estimated time frame for completion, is considered acceptable and can be reported as part of the 14 day response. Agencies must internally track the additional time until a customer has a complete and full response.

...plication on the Open Data Portal. By the end of 2018, we need to identify and release everything

	What we think	
Source	Underlying data	Underlying data described
DDC's Project Info database.		
Infrastructure and Public Buildings Divisions		
Infrastructure Division.		
Public Buildings Division.		
DDC's Project Info database.		
Infrastructure and Public Buildings Divisions.		
	DDC Building Construction and Completion Data	Data and records regarding ongoing DDC public building projects / construction.

Infrastructure Division.

Public Buildings Division.

DDC's Project Info database.

DDC's Project Info database.

DDC's Project Info database.

DDC's Project Info database.

DDC's Project Info database	DDC Street Contruction	Data on DDC roadway construction and reconstruction

DDC's Project Info database.

DDC's Project Info database.

	DDC Sewer Construction	Data regarding DDC Sewer

DDC's Project Info database.	DDC Sewer Construction	Construction and Statuses
DDC's Project Info database		
DDC's Project Info database.		
DDC's Project Info database.	DDC Water Main Construction and Replacements	Data regarding DDC Watermain Construction and replacement Statuses
Infrastructure and Public Buildings Divisions.		
Infrastructure and Public Buildings Divisions.		
Infrastructure and Public Buildings Divisions.	Active DDC Design Projects and Construction	Data on Active DDC construction and Projects
Infrastructure and Public Buildings Divisions.		

Quality assurance database.

DDC's Site Safety database.

DDC's Client Survey database.

| DDC's Client Survey database. | DDC Construction Audits and Asessments | Data regarding DDC contruction audits |

DDC's Client Survey database

DDC's Client Survey database.

DDC's Client Survey database

DDC's correspondence
tracking database.

DDC's correspondence
tracking database.

DDC Communication Data

Data regarding DDC intra-
agency / customer contact
and DDC responsiveness

DDC's correspondence
tracking database
DDC's correspondence
tracking database

Open D

Local Law

Local Law 11 of 2012

Local Law 106 of 2015

Local Law 107 of 2015

Local Law 110 of 2015

Local Law 109 of 2015

Local Law 108 of 2015

Local Law 7 of 2016

ata Legislation Links

Description

A Local Law to amend the administrative code of the city of New York, in relation to publishing open data. The most relevant items in here to you are the definitions of what is "Public Data" that belongs on the portal.

This bill would require the Department of Information Technology & Telecommunications (DoITT) to preserve row data that is subject to permanent removal or replacement. It would also require DoITT to create guidelines on the dividing of large data sets into smaller data sets, when archival, technical or practical concerns require such division.

This bill would require every data set on the open data portal to be accompanied by a plain language data dictionary. This data dictionary would include descriptions of each column header in the data set, as well as contextual information to aid users in understanding the data being presented. The data dictionary for each data set shall be accessible directly from the portal.

This bill would require that any public data set that is made available on both the open data portal and through a city or agency website should be updated on the open data portal so as to keep it current with the other publicly available copy of the data.

This bill would require that all requests for the inclusion of a data set on the open data portal shall receive an initial response from the Department of Information Technology & Telecommunications within two weeks, and a final determination from the relevant agency within two months. It would also require that any requests for the inclusion of a data set that were already posted to the open data portal before the enactment date of the bill be treated as if they had been received on the day of enactment.

This bill would require that every public data set containing address information will present that information in the same format, along with geospatial reference data, such as latitude and longitude. It would also require the convening of a working group to develop that format standard.

This bill would require agencies to review freedom of information law requests that include the release of data for inclusion of that data on the open data portal.

Link

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=649911&GUID=E650813B-B1E9-4E56-81BA-58261487DA4A

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2460376&GUID=7A7B4823-0691-4E45-9197-8971EEB45A82&Options=Advanced&Search

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2460429&GUID=206CD7AB-EC06-445F-9FE3-62D27F844AB6&Options=Advanced&Search

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2460487&GUID=F2A0F488-9031-4210-A3B5-871BC5E26121&Options=Advanced&Search

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2460480&GUID=C3750617-1C9A-4CF1-958C-4CF4171E41A8&Options=Advanced&Search

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2460428&GUID=A23883BC-E875-44C9-B5C4-C475626044D0&Options=Advanced&Search

http://legistar.council.nyc.gov/LegislationDetail.aspx?ID=2460464&GUID=68225279-1D65-4326-A74A-900B5857623B&Options=Advanced&Search