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**Division of Economic & Financial Opportunity**  
1 Liberty Plaza  
New York, NY 10006

# **NYC Agency M/WBE Utilization Plans Fiscal Year 2021**

# Table of Contents

1.	Background	Overview of Agency M/WBE Utilization Plans (p. 3)
2.	ACS	Administration for Children's Services (p. 4)
3.	DCAS	Department of Citywide Administrative Services (p. 12)
4.	DDC	Department of Design & Construction (p. 20)
5.	DEP	Department of Environmental Protection (p. 28)
6.	DHS	Department of Homeless Services (p. 36)
7.	DOB	Department of Buildings (p. 44)
8.	DOC	Department of Correction (p. 52)
9.	DOF	Department of Finance (p. 60)
10.	DOHMH	Department of Health and Mental Hygiene (p. 68)
11.	DOT	Department of Transportation (p. 76)
12.	DPR	Department of Parks & Recreation (p. 84)
13.	DSNY	Department of Sanitation (p. 92)
14.	DOITT	Department of Info. Tech. & Telecommunications (p. 100)
15.	FDNY	Fire Department (p. 108)
16.	HPD	Housing Preservation & Development (p. 116)
17.	HRA	Human Resources Administration (p. 124)
18.	Law	Law Department (p. 132)
19.	NYCEM	New York City Emergency Management (p. 140)
20.	NYPD	Police Department (p. 148)
21.	SBS	Department of Small Business Services (p. 156)

## **Overview of Agency M/WBE Utilization Plans**

New York City's Minority and Women-Owned Business Enterprise (M/WBE) program, established in 2005, was designed to promote government contracting opportunities for certified M/WBEs. Accordingly, the Department of Small Business Services (SBS) built a program dedicated to promoting fairness and equity in accessing contracting opportunities for City procurement.

Utilization Plans are required for agencies with total procurements in excess of \$5 million in the previous full fiscal year (excluding contracts that are exempt from the M/WBE participation requirements as required by local law). Utilization Plans are designed to be a planning tool to assist agencies increase the utilization of M/WBEs in agency procurements for the fiscal year.

Agencies are required to establish M/WBE participation goals for Fiscal Year 2021 based on the size and nature of the anticipated procurements that will be subject to the M/WBE participation requirements as well as the availability of certified M/WBEs with the capacity to perform the specific types and scale of work anticipated in such procurements. Agencies are further required to review their agency's FY19 performance data, the number of M/WBE's certified in FY19 & FY20, and the M/WBE Online Directory.

As required by N.Y.C. Admin. Code § 6-129(g)(4), SBS has determined that no plans when viewed in the aggregate establish any goals exceeding the corresponding citywide goals.

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Administration for Children's Services**

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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	12%	0%	0%	2%

Justification:Historically, ACS has not procured many construction contracts. The majority of ACS' construction needs are primarily bundled and submitted to the NYC Department of Design and Construction. ACS anticipates fewer construction-related procurements in FY21, if any arise, we will engage M/WBE vendors through our internal M/WBE data and Small Business Services Online directory of M/WBE vendors.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	11.81%	1%	1%	5%

Justification:Many of the vendors contracted with ACS under this type of service are specialized group of organizations that are typically large entities or individuals with special licenses, certifications, service models, and / or experience. Therefore, ACS anticipates that goals on all procurement opportunities for professional services such as Detention Vendor Management & Engineering Consulting Services and Records Management - Consulting Services will be based on goals of M/WBE availability.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	14.32%	4%	2%	6%

Justification:ACS anticipates an influx amount of standard services within this category and historically has maintained an excellent track record in utilizing M/WBE vendors. ACS anticipates awarding a significant number of contracts to M/WBE vendors for services such as Maintenance and Repair of Electrical Systems, Snow Removal Services, and Secured Glazing Required at ACS Detention Facilities in FY21. We anticipate continued success in awarding M/WBE Prime contractors in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	5.94%	11%	5%	10%

Justification:ACS anticipates a modest amount of contract awards to M/WBE Prime contractors in this category. We have maintained an excellent record of utilizing M/WBE vendors as Prime contractors and expect the trend to continue. We anticipates awarding contracts like Laundry Services and Installation/Repair/Maintenance of Electronic Security Systems to M/WBE vendors in FY21.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

Advertise procurements in various publications targeting MWBE vendors  
 Include MWBE Program presentations in all Pre-Bid and Proposal Conferences for procurements containig MWBE goals  
 Facillitate networking between Prime and certified MWBE vendors for potential sub-contracting and/or Joint Venture opportunities  
 Encourage the use of Method 72 MWBE Small Purchases where practicable  
 Co-sponsor MWBE networking events with city agencies  
 Facillitate networking opportunities between ACS Program Liaisons and high-performing certified MWBE vendors  
 Work with the agency's Chief Diversity Officer to promote awareness of the MWBE program and utilization of MWBE vendors among ACS senior staff through periodic presentations at Cabinet meetings

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.10%	42%	0%	1%

Justification: Historically, ACS has not procured many construction contracts. The majority of ACS' construction needs are primarily bundled and submitted to the NYC Department of Design and Construction. ACS anticipates fewer construction-related procurements in FY21, if any arise, we will engage M/WBE vendors through our internal M/WBE data and Small Business Services Online directory of M/WBE vendors.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	2%	39%	3%

Justification: Many of the vendors contracted with ACS under this type of service are specialized group of organizations that are typically large entities or individuals with special licenses, certifications, service models, and / or experience. ACS anticipates procuring fewer Professional services contracts and will engage M/WBE vendors in this ethnic group as the need arise.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	5%	6%	6%

Justification: ACS contracts with a very specialized group of organizations and providers in the child welfare and juvenile justice fields. These service providers are typically large entities or individuals with special licenses, certifications, service models and/or expertise. There are several procurements for new program initiatives in this category planned for FY 21 and M/WBE goals will be set accordingly as the need arise.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	10%	11%	10%

Justification: Traditionally, ACS has a high utilization with M/WBE vendors as prime contractors in this area of services. ACS anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goal accordingly.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Advertise procurements in various publications targeting Asian MWBE vendors  
 Include MWBE Program presentations in all Pre-Bid and Proposal Conferences for procurements containing MWBE goals  
 ACS plans on engaging more Asian minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	2%

Justification: The majority of ACS' construction needs are primarily bundled and submitted to the NYC Department of Design and Construction. ACS anticipates procuring fewer construction-related procurements in FY21 and will therefore, set utilization goals as the need arise.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	3%	5%

Justification: ACS contracts with a very specialized group of organizations and providers in the child welfare and juvenile justice fields. These service providers are typically large entities or individuals with special licenses, certifications, service models and/or expertise. Therefore, ACS anticipates that goals on all procurement opportunities for professional services will be based on goals pertaining to M/WBE availability.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	6%	59%	6%

Justification: ACS has awarded several contracts to certified MWBE Prime contractors in this category. The agency's FY21 plan includes procurements for services such as maintenance, laundry and snow removal. Historical data indicates a significant pool of M/WBE vendors with the capacity to perform these types of services required by the agency.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	7%	8%	10%

Justification: ACS has maintained an excellent record of utilizing M/WBE vendors as Prime contractors and expect the trend to continue. ACS anticipates a modest amount of contracts subject to Local Law 1 within this category for FY21 and has set utilization goals accordingly.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

- Advertise procurements in various publications targeting MWBE vendors
- Include MWBE Program presentations in all Pre-Bid and Proposal Conferences for procurements containing MWBE goals
- Facilitate networking between Prime and certified MWBE vendors for potential sub-contracting and/or Joint Venture opportunities
- Encourage the use of Method 72 MWBE Small Purchases where allowable
- Co-sponsor MWBE networking events with city agencies
- Facilitate networking opportunities between ACS Program Liaisons and high-performing certified MWBE vendors
- Work with the Agency Chief Diversity Officer to promote awareness of the MWBE program and utilization of MWBE vendors among ACS senior staff through periodic presentations at Cabinet meetings

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	1%

Justification: Historically, ACS has never procured any construction contracts with this ethnic group. ACS anticipates procuring fewer construction contracts for FY21, however, should the need for this type of services arise, ACS will engage an M/WBE in this ethnic group.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	1%

Justification: Historically, ACS has never procured any contracts in this category within this ethnic group. However, we anticipate procuring a modest amount of professional services and will make it a priority to engage M/WBE vendors in this ethnic group to participate when the need for this type of services are requested.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	1%

Justification: Historically, ACS has never contracted with any M/WBE within this ethnic group. Nevertheless, ACS anticipates an influx amount of standard service contracts and will make it a priority to engage the participation of M/WBE vendors in this ethnic group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	1%

Justification: Historically, ACS has never contracted with any M/WBE within this ethnic group. But ACS will engage M/WBE vendors in this ethnic group as the need for this services are requested.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Advertise procurements in various publications targeting MWBE vendors  
 Include MWBE Program presentations in all Pre-Bid and Proposal Conferences for procurements containing MWBE goals  
 Facilitate networking between Prime and certified MWBE vendors for potential sub-contracting and/or Joint Venture opportunities  
 Encourage the use of Method 72 MWBE Small Purchases where practicable  
 Co-sponsor MWBE networking events with city agencies  
 Facilitate networking opportunities between ACS Program Liaisons and high-performing certified MWBE vendors  
 Work with the agency's Chief Diversity Officer to promote awareness of the MWBE program and utilization of MWBE vendors among ACS senior staff through periodic presentations at Cabinet meetings

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	25.66%	16%	0%	10%

Justification: The majority of ACS' construction needs are primarily bundled and submitted to the NYC Department of Design and Construction. ACS anticipates procuring fewer construction-related procurements in FY21 and will therefore, set utilization goals as the need arise.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	36.67%	23%	49%	16%

Justification: ACS contracts with a very specialized group of organizations and providers in the child welfare and juvenile justice fields. These service providers are typically large entities or individuals with special licenses, certifications, service models and/or expertise. Therefore, ACS anticipates that goals on all procurement opportunities for professional services will be based on goals pertaining to M/WBE availability.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	29.26%	6%	62%	25%

Justification: ACS has awarded several contracts to certified MWBE Prime contractors in this category. The agency's FY21 plan includes procurements for services such as maintenance, laundry and snow removal. Historical data indicates a significant pool of M/WBE vendors with the capacity to perform these types of services required by the agency.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	30.51%	23%	23%	30%

Justification: ACS has maintained an excellent record of utilizing M/WBE vendors as Prime contractors and expect the trend to continue. ACS anticipates a modest amount of contracts subject to Local Law 1 within this category for FY21 and has set utilization goals accordingly.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

Advertise procurements in various publications targeting MWBE vendors  
 Include MWBE Program presentations in all Pre-Bid and Proposal Conferences for procurements containing MWBE goals  
 Facilitate networking between Prime and certified MWBE vendors for potential sub-contracting and/or Joint Venture opportunities  
 Encourage the use of Method 72 MWBE Small Purchases where practicable  
 Co-sponsor MWBE networking events with city agencies  
 Facilitate networking opportunities between ACS Program Liaisons and high-performing certified MWBE vendors  
 Work with the agency's Chief Diversity Officer to promote awareness of the MWBE program and utilization of MWBE vendors among ACS senior staff through periodic presentations at Cabinet meetings

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	
ACS will be reviewing various ways to improve M/WBE utilization in human services contracting.	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

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**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Citywide Administrative Services**

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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	0%	12%

Justification: Construction Under \$35K are limited, \$35K-500K we will continue to use the 500K MWBE purchase method. Construction Over 100k DCAS - Capital Construction contracts were transferred to DDC in FY14. However, FY21 DCAS anticipates construction services procurements for Facade Restorator and Relocation of 210 Joralemon.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	1%	1%	12%

Justification: Under \$20k are Micro-purchase, \$20k - \$100k are small purchases no goals are established. over 100k are requirement contracts therefore, goals are only set for DCAS 856 agency contracts. Over 100k CSB DCAS anticipates FY21 contracts for Language Services Telephonic Interpretation. Therefore, professional services are defined as a class of highly individualized services that typically requires the provider to have a specialized field or certification. We will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	6%	2%	14%

Justification: Under \$20k are Micropurchases, and \$20k - \$100k are small purchase no goals are established. Goals are only set for DCAS 856 agency contracts. Therefore, Over 100K FY21 procurements may include Installation, Service, and Maintenance of Air Conditioners and Land Scaping and Irrigation. We will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	8%	6%	6%

Justification: Under \$20k are Micro purchases and \$20k - \$100k are small purchases no goals are established. MWBE Goals are only set for DCAS 856 agency contracts. However, with the new law DCAS MWBE Team are reviewing all goods contracts to establish a reasonable goal. We will continue to utilize the MWBE 500K method for those procurements under this group.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

DCAS MWBE Team will continue to virtually meet with MWBE's and DCAS Procurement team to discuss upcoming procurements and mwbe performances.

DCAS MWBE Team will continue to work closely with the OCP Procurement Team and provide a market research list on the industry of the procurements, MWBE availability/capacity, including locating MWBE's in areas that were affected by the pandemic. In addition, the team will continue to focus on providing information to MWBE's regarding the MWBE \$500K, CSB's, PPE's and everything that we currently procure. DCAS MWBE Team are currently hosting virtual MWBE Bi-monthly meetings, along with one-on-one virtual meetings, providing an opportunity to mwbe's to introduce their services to the DCAS LOS.

DCAS is currently advertising procurement opportunities on the DCAS MWBE website and continuing outreach to the MWBE Community by working closely with NYC Small Business Services, SBS. In addition, the beginning of 2021 DCAS MWBE will focus on training the various DCAS Lines of Service and OCP Procurement Staff on the M/WBE requirements of Local Law 1 (LL1) and the new Executive order.

DCAS MWBE Team will continue to invite MWBE's to attend presolicitations, kick off and debriefing virtual meetings.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	5%	0%	11%

Justification: Construction Under \$35K are limited, \$35K-500K we will continue to use the 500K MWBE purchase method. Construction Over 100k DCAS - Capital Construction contracts were transferred to DDC in FY14. However, FY21 DCAS anticipates construction services procurements for Facade Restoraton and Relocation of 210 Joralemon.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	1%	3%	9.56%

Justification: Under \$20k are Micro-purchase, \$20k - \$100k are small purchases no goals are established. over 100k are requirement contracts therefore, goals are only set for DCAS 856 agency contracts. Over 100k CSB DCAS anticipates FY21 contracts for Language Services Telephonic Interpretation. Therefore, professional services are defined as a class of highly individualized services that typically requires the provider to have a specialized field or certification. We will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	0%	4%	9.88%

Justification: Under \$20k are Micropurchases, and \$20k - \$100k are small purchase no goals are established. Goals are only set for DCAS 856 agency contracts. Therefore, Over 100K FY21 procurements may include Installation, Service, and Maintenance of Air Conditioners and Land Scaping and Irrigation. We will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	21%	16%	10.59

Justification: Under \$20k are Micro purchases and \$20k - \$100k are small purchases no goals are established. MWBE Goals are only set for DCAS 856 agency contracts. However, with the new law DCAS MWBE Team are reviewing all goods contracts to establish a reasonable goal. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

DCAS MWBE Team will continue to virtually meet with MWBE's and DCAS Procurement team to discuss upcoming procurements and mwbe performances. DCAS MWBE Team will continue to work closely with the OCP Procurement Team and provide a market research list on the industry of the procurements, MWBE availability/capacity, including locating MWBE's in areas that were affected by the pandemic. In addition, the team will continue to focus on providing information to MWBE's regarding the MWBE \$500K, CSB's, PPE's and everything that we currently procure. DCAS MWBE Team are currently hosting virtual MWBE Bi-monthly meetings, along with one-on-one virtual meetings, providing an opportunity to mwbe's to introduce their services to the DCAS LOS. DCAS is currently advertising procurement opportunities on the DCAS MWBE website and continuing outreach to the MWBE Community by working closely with NYC Small Business Services, SBS. In addition, the beginning of 2021 DCAS MWBE will focus on training the various DCAS Lines of Service and OCP Procurement Staff on the M/WBE requirements of Local Law 1 (LL1) and the new Executive order. DCAS MWBE Team will continue to invite MWBE's to attend presolicitations, kick off and debriefing virtual meetings. We will also discuss new methods as we move forward within FY21 to promote the MWBE initiative.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E. Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.**

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	73%	17.95%

Justification: Construction Under \$35K are limited, \$35K-500K we will continue to use the 500K MWBE purchase method. Construction Over 100k DCAS - Capital Construction contracts were transferred to DDC in FY14. However, FY21 DCAS anticipates construction services procurements for Facade Restoraton and Relocation of 210 Joralemon.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	5%	8.78

Justification: Under \$20k are Micro-purchase, \$20k - \$100k are small purchases no goals are established. over 100k are requirement contracts therefore, goals are only set for DCAS 856 agency contracts. Over 100k CSB DCAS anticipates FY21 contracts for Language Services Telephonic Interpretation. Therefore, professional services are defined as a class of highly individualized services that typically requires the provider to have a specialized field or certification. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	2%	1%	10.20%

Justification: Under \$20k are Micropurchases, and \$20k - \$100k are small purchase no goals are established. Goals are only set for DCAS 856 agency contracts. Therefore, Over 100K FY21 procurements may include Installation, Service, and Maintenance of Air Conditioners and Land Scaping and Irrigation. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	8%	10%	7.07%

Justification: Under \$20k are Micro purchases and \$20k - \$100k are small purchases no goals are established. MWBE Goals are only set for DCAS 856 agency contracts. However, with the new law DCAS MWBE Team are reviewing all goods contracts to establish a reasonable goal. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

**F. Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.**

DCAS MWBE Team will continue to virtually meet with MWBE's and DCAS Procurement team to discuss upcoming procurments and mwbe performances.

DCAS MWBE Team will continue to work closely with the OCP Procurement Team and provide a market research list on the industry of the procurements, MWBE availibty/capacity, including locating MWBE's in areas that were affected by the pandemic. In addition, the team will continue to focus on providing information to MWBE's regarding the MWBE \$500K, CSB's, PPE's and everything that we currently procure. DCAS MWBE Team are currently hosting virtual MWBE Bi-monthly meetings, along with one-on-one virtual meetings, provding an opportunity to mwbe's to introduce their services to the DCAS LOS.

DCAS is currently advertising procurement opportunities on the DCAS MWBE website and continuing outreach to the MWBE Community by working closely with NYC Small Business Services, SBS. In addition, the beginning of 2021 DCAS MWBE will focus on training the various DCAS Lines of Service and OCP Procurement Staff on the M/WBE requirements of Local Law 1 (LL1) and the new Executive order. DCAS MWBE Team will continue to invite MWBE's to attend presolicitations, kick off and debriefing virtual meetings. We will also discuss new methods as we move forward within FY21 to promote the MWBE initiatives.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	NA

Justification: The directory does not list any vendors in this category

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	NA

Justification: The directory does not list any vendors in this category

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	NA

Justification: The directory does not list any vendors in this category

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	

Justification: The directory does not list any vendors in this category

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

DCAS MWBE Team will continue to virtually meet with MWBE's and DCAS Procurement team to discuss upcoming procurements and mwbe performances.

DCAS MWBE Team will continue to work closely with the OCP Procurement Team and provide a market research list on the industry of the procurements, MWBE availability/capacity, including locating MWBE's in areas that were affected by the pandemic. In addition, the team will continue to focus on providing information to MWBE's regarding the MWBE \$500K, CSB's, PPE's and everything that we currently procure. DCAS MWBE Team are currently hosting virtual MWBE Bi-monthly meetings, along with one-on-one virtual meetings, providing an opportunity to mwbe's to introduce their services to the DCAS LOS.

DCAS is currently advertising procurement opportunities on the DCAS MWBE website and continuing outreach to the MWBE Community by working closely with NYC Small Business Services, SBS. In addition, the beginning of 2021 DCAS MWBE will focus on training the various DCAS Lines of Service and OCP Procurement Staff on the M/WBE requirements of Local Law 1 (LL1) and the new Executive order. DCAS MWBE Team will continue to invite MWBE's to attend presolicitations, kick off and debriefing virtual meetings. We will also discuss new methods as we move forward within FY21 to promote the MWBE initiatives.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I. Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.**

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	25.66%	45%	6%	6%

Justification: Construction Under \$35K are limited, \$35K-500K we will continue to use the 500K MWBE purchase method. Construction Over 100k DCAS - Capital Construction contracts were transferred to DDC in FY14. However, FY21 DCAS anticipates construction services procurements for Facade Restoraton and Relocation of 210 Joralemon.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	36.67%	3%	14%	14%

Justification: Under \$20k are Micro-purchase, \$20k - \$100k are small purchases no goals are established. over 100k are requirement contracts therefore, goals are only set for DCAS 856 agency contracts. Over 100k CSB DCAS anticipates FY21 contracts for Language Services Telephonic Interpretation. Therefore, professional services are defined as a class of highly individualized services that typically requires the provider to have a specialized field or certification. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	29.26%	1%	9%	9%

Justification: Under \$20k are Micropurchases, and \$20k - \$100k are small purchase no goals are established. Goals are only set for DCAS 856 agency contracts. Therefore, Over 100K FY21 procurements may include Installation, Service, and Maintenance of Air Conditioners and Land Scaping and Irrigation. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	30.51%	39%	35%	35%

Justification: Under \$20k are Micro purchases and \$20k - \$100k are small purchases no goals are established. MWBE Goals are only set for DCAS 856 agency contracts. However, with the new law DCAS MWBE Team are reviewing all goods contracts to establish a reasonable goal. In addition, we will continue to utilize the MWBE 500K method for those procurements under this group.

**J. Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.**

DCAS MWBE Team will continue to virtually meet with MWBE's and DCAS Procurement team to discuss upcoming procurments and mwbe performances.

DCAS MWBE Team will continue to work closely with the OCP Procurement Team and provide a market research list on the industry of the procurements, MWBE availability/capacity, including locating MWBE's in areas that were affected by the pandemic. In addition, the team will continue to focus on providing information to MWBE's regarding the MWBE \$500K, CSB's, PPE's and everything that we currently procure. DCAS MWBE Team are currently hosting virtual MWBE Bi-monthly meetings, along with one-on-one virtual meetings, providing an opportunity to mwbe's to introduce their services to the DCAS LOS.

DCAS is currently advertising procurement opportunities on the DCAS MWBE website and continuing outreach to the MWBE Community by working closely with NYC Small Business Services, SBS. In addition, the begining of 2021 DCAS MWBE will focus on training the various DCAS Lines of Service and OCP Procurement Staff on the M/WBE requirements of Local Law 1 (LL1) and the new Executive order. DCAS MWBE Team will continue to invite MWBE's to attend presolicitations, kick off and debriefing virtual meetings. We will also discuss new methods as we move forward within FY21 to promote the MWBE initiatives.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	

The Justification will remain the same as previous tab sheets including the MWBE methods and activities we intent to propose to achieve for FY21.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |           |                                                                          |
|-----------|--------------------------------------------------------------------------|
| <b>1)</b> | <b>Name:</b> Mersida Ibric                                               |
|           | <b>Title:</b> DCAS OCP Deputy Commissioner/ MWBE Chief Diversity Officer |
|           | <b>Phone:</b> 212-386-6311                                               |
|           | <b>Email:</b> Mibric@dcas.nyc.gov                                        |
|           |                                                                          |
| <b>2)</b> | <b>Name:</b> Julieann Lee                                                |
|           | <b>Title:</b> MWBE Director                                              |
|           | <b>Phone:</b> 212-386-0460                                               |
|           | <b>Email:</b> Julee@dcas.nyc.gov                                         |
|           |                                                                          |
| <b>3)</b> | <b>Name:</b> Roman Gofman                                                |
|           | <b>Title:</b> DCAS OCP Agency Chief Contracting Officer                  |
|           | <b>Phone:</b> 212-386-6283                                               |
|           | <b>Email:</b> RGofman@dcas.nyc.gov                                       |
|           |                                                                          |
| <b>4)</b> | <b>Name:</b> Adam Buchanan                                               |
|           | <b>Title:</b> DCAS OCP Agency Chief Contracting Officer                  |
|           | <b>Phone:</b> 212-386-6333                                               |
|           | <b>Email:</b> Abuchanan@dcas.nyc.gov                                     |
|           |                                                                          |
| <b>5)</b> | <b>Name:</b>                                                             |
|           | <b>Title:</b>                                                            |
|           | <b>Phone:</b>                                                            |
|           | <b>Email:</b>                                                            |

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Design & Construction**

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Street Address: 30-30 Thomson Avenue, Long Island City, NY 11101
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M/WBE Officer/Chief Diversity & Industry Relations Officer: Wayne Lambert	Telephone: 718-391-1652
Email: Lambertwa@ddc.nyc.gov	

M/WBE Deputy Officer Name: Lea Mapp	Telephone: 718-391-1003
Email: casele@ddc.nyc.gov	

ACCO Name: Nicholas Mendoza	Telephone: 718-391-1452
Email: MendozaNi@ddc.nyc.gov	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	1%	2%	2%

Justification: Construction is procured through Competitive Sealed Bids (CSB), with the contract awarded to the lowest responsible and responsive bidder, leaving the agency with less control over contract awards. DDC anticipates a total estimate of \$31,321,000 in construction procurement, and there has been a decrease of MBE-Black construction firms from FY19 to FY20. Previous data displays low utilization in this category, and DDC anticipates procuring specialized construction services for both infrastructure and public building projects. The agency plans to increase performance with use of the M/WBE discretionary procurement method, and work with SBS to identify more M/WBE-Black firms, in addition to applying disaggregated goals whenever there is sufficient availability of these firms.

#NAME?

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	3%	1%	5%

Justification: DDC anticipates a total estimate of \$38,847,100 in design procurement. There has been an increase of 260 MBE Black professional firms from FY19 to FY20. With the renewal of our 3-year Requirement Contracts, the increase in the M/WBE discretionary spending limit, additional tools that allow City agencies to target M/WBEs, and increased outreach efforts, it is reasonable to increase the goal in this category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	10%	10%	11%

Justification: There were a limited number of standard services procurements in the previous fiscal year, and an increase of 129 MBE-Black vendors who provide these services from FY19 to FY20. Given this change, DDC has increased the agency goal to 11% in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	6%	6%	7%

Justification: The projection is partially based on the actual M/WBE utilization for the previous fiscal years. With the wide availability of M/WBE vendors at this level and a moderate increase of MBE-Black vendors, the agency has increased the goal to 7% in this category.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

Continued implementation of Executive Order 59  
 Maximizing use of the M/WBE Small Purchase procurement method  
 Quality-based selection process  
 Targeted outreach

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	5%	7%	7%

Justification: Construction is procured through Competitive Sealed Bids (CSB), with the contract awarded to the lowest responsible and responsive bidder, leaving the agency with less control over contract awards. DDC anticipates a total estimate of \$31,321,000 in construction procurement, there has been a decrease of MBE Asian construction firms from FY19 to FY20. Previous data displays low utilization in this category, and DDC anticipates procuring specialized construction services for both infrastructure and public building projects. The agency plans to increase performance with use of the M/WBE discretionary procurement method, and work with SBS to identify more M/WBE-Asian firms, in addition to applying disaggregated goals whenever there is sufficient availability of these firms.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	20%	2%	6%

Justification: DDC anticipates a total estimate of \$38,847,100 in design procurement. There has been an increase of 80 MBE-Asian professional services firms from FY19 to FY20. With the renewal of our 3-year Requirement Contracts, and the increase in the M/WBE discretionary spending limit, the inclusion of Asian-Americans as a certifiable group under this category, and increased outreach efforts, it is reasonable to increase the goal to 6%.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	0%	7%	9%

Justification: There were a low number of procurements in the previous fiscal year, and has been an increase of 126 MBE-Asian firms from FY19 to FY20. Due to these changes, the goal has been increased to 9% in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	19%	16%	16%

Justification: The projection is partially based on the actual M/WBE utilization for the previous fiscal years. With a wide availability of M/WBE vendors at this level and a moderate increase of MBE-Asian vendors, the agency can maintain a goal of 16% for FY21.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Continued implementation of Executive Order 59  
 Maximizing use of the M/WBE Small Purchase procurement method  
 Quality-based selection process  
 Targeted outreach

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	1%	12%	12%

Justification: Construction is procured through Competitive Sealed Bids (CSB), with the contract awarded to the lowest responsible and responsive bidder, leaving the agency with less control over contract awards. DDC anticipates a total estimate of \$31,321,000 in construction procurement, there has been a decrease of MBE Hispanic construction firms from FY19 to FY20. Previous data displays low utilization in this category, and DDC anticipates procuring specialized construction services for both infrastructure and public building projects. The agency plans to increase performance with use of the M/WBE discretionary procurement method, and work with SBS to identify more M/WBE-Hispanic firms, in addition to applying disaggregated goals whenever there is sufficient availability of these firms.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	4%	2%	5%

Justification: DDC anticipates a total estimate of \$38,847,100 in design procurement. There has been an increase of 102 MBE Hispanic Professional Services firms from FY19 to FY20. With the renewal of our 3-year Requirement Contracts, and the increase in the M/WBE discretionary spending limits, along with outreach activities, it is reasonable to increase the goal to 5%.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	34%	9%	12%

Justification: There was a low number of procurements in the previous fiscal year, and an increase of 157 MBE Hispanic firms from FY19 to FY20. The agency will increase the goal to 12% goal in this category due to a higher number of available firms.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	13%	12%	12%

Justification: The projection is partially based on the actual M/WBE utilization for the previous fiscal years. With wide availability of M/WBE vendors at this level and a decrease of 23 MBE Hispanic firms in this category, we believe the agency can maintain a 12% goal.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

Continued implementation of Executive Order 59  
 Maximizing use of the M/WBE Small Purchase procurement method  
 Quality-based selection process  
 Targeted outreach

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	N/A

Justification: Construction is procured through Competitive Sealed Bids (CSB), with the contract awarded to the lowest responsible and responsive bidder, leaving the agency with less control over contract awards. DDC anticipates a total estimate of \$31,321,000 in construction procurement. DDC anticipates a total estimate of \$31,321,000 in construction procurement and there has been one (1) MBE Native American (NA) construction firm certified from FY19 to FY20. DDC anticipates procuring construction services for both infrastructure and public building projects and plans to maintain this goal with the use of M/WBE discretionary tools. There is low availability of Native American MBEs in this area and DDC will work with SBS to identify more M/WBE-NA firms. Additionally, the agency will apply disaggregated goals whenever there is sufficient availability of NA firms

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	N/A

Justification: DDC anticipates a total estimate of \$38,847,100 in design procurement. There has been one (1) MBE Native American professional firm certified from FY19 to FY20. The agency will aim to take advantage of 3-year Requirement Contracts that are being renewed, an increase in the M/WBE discretionary spending limit, and additional tools that allow City agencies to target M/WBEs, and outreach efforts, in to increase utilization in this category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	N/A

Justification: There is no/low availability of certified Native American vendors. DDC is unable to set an appropriate goal in this category and will make every effort to identify contract opportunities for all M/WBEs.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	N/A

Justification: There is no/low availability of certified Native American vendors. DDC is unable to set an appropriate goal in this category and will make every effort to identify contract opportunities for all M/WBEs.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Continued implementation of Executive Order 59  
 Maximizing use of the M/WBE Small Purchase procurement method  
 Quality-based selection process  
 Targeted outreach

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	5%	4%	5%

Justification: Construction is procured through Competitive Sealed Bids (CSB), with the contract awarded to the lowest responsible and responsive bidder, leaving the agency with less control over contract awards. DDC anticipates a total estimate of \$31,321,000 in construction procurement, there has been an increase of Non-Minority women construction firms from FY19 to FY20. Previous data displays low utilization in this category, and DDC anticipates procuring specialized construction services for both infrastructure and public building projects. The agency plans to increase performance with use of the M/WBE discretionary procurement method, and work with SBS to identify more WBE firms, in addition to applying disaggregated goals whenever there is sufficient availability of these firms.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	8%	8%	9%

Justification: DDC anticipates a total estimate of \$38,847,100 in design procurement. There has been an increase of 143 non-minority woman professional firms from FY19 to FY20. With the renewal of our 3-year Requirement Contracts, and the increase in the M/WBE discretionary spending to amounts not exceeding \$500,000.00, and with increased outreach, it is reasonable to increase the goal to 9%.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	39%	19%	19%

Justification: There were a low number of procurements in the previous fiscal year, and has been an increase of 294 certified non-minority women firms from FY19 to FY20 that provide standard services. Despite the agency's actual M/WBE utilization rate in this category is lower than previous years, the agency will maintain a 19% goal in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	17%	20%	20%

Justification: The projection is based on the actual M/WBE utilization for the previous fiscal years. While there is a wide availability of M/WBE vendors at this level, there was a decrease of 87 non-minority women vendors from FY19 to FY20. The agency will maintain a 20% goal.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

Continued implementation of Executive Order 59  
 Maximizing use of the M/WBE Small Purchase procurement method  
 Quality-based selection process  
 Targeted outreach

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	
<p>The agency is working to establish the City's first Mentorship Program and developing an M/WBE-only PQL for the Pedestrian Ramp Program. Additionally, the agency is developing a robust M/WBE participation process for the Design-Build project delivery, which will fall outside of Local Law 1, and apply disaggregated goals to create targeted opportunities and address further disparities.</p> <p>The COVID-19 pandemic has created fiscal constraints and uncertainty of funding for agency projects and hampered the ability to aggressively set goals on various projects where there is high M/WBE availability. Despite the challenges, DDC will maximize goal-setting opportunities and exhaust all efforts to connect M/WBEs to prime and subcontracts, in addition to trainings and networking opportunities.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

1)	<b>Name:</b> Wayne Lambert
	<b>Title:</b> M/WBE Offcier; Chief Diversity and Industry Relations Officer
	<b>Phone:</b> 718-391-1652
	<b>Email:</b> <a href="mailto:Lambertwa@ddc.nyc.gov">Lambertwa@ddc.nyc.gov</a>

2)	<b>Name:</b> Lea Mapp
	<b>Title:</b> Deputy Chief Diversity Officer
	<b>Phone:</b> 718-391-1003
	<b>Email:</b> <a href="mailto:casele@ddc.nyc.gov">casele@ddc.nyc.gov</a>

3)	<b>Name:</b> Nicholas Mendoza
	<b>Title:</b> Agency Chief Contracting Officer (ACCO)
	<b>Phone:</b> 718-391-1452
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4)	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

5)	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Environmental Protection**



Street Address: 59-17 Junction Blvd. Flushing, NY 11373
---------------------------------------------------------

M/WBE Officer Name: Joseph Murin	Telephone: 718-595-6576
Email: murin@dep.nyc.gov	

ACCO Name: Elisa Velazquez	Telephone: 718-595-3925
Email: EVelazquez@dep.nyc.gov	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	6%	4%

Justification: Given the increase in the number of Black owned firms from FY '18 to FY '21 in construction, the number of M/WBEs that could perform work in this area, DEP's upcoming portfolio, the potential of utilizing the M/WBE non competitive method & historical subcontracting data, DEP anticipates a slight increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companie in the database. We are setting our goal at 4% base upon our average and the number of companies in the database.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	0%	0%

Justification: Given the decrease in the number of Black owned firms from FY '18 to FY '21 in professional services, the number of M/WBEs that could perform work in this area, DEP's upcoming portfolio, historical subcontracting data, and DEP does not anticipate utilization in this area. Black owned companies The reason the percentage has not moved upward is because Black owned companies have typically not submitted proposals on DEP contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	1%	1%	1%

Justification: Given the increase in the number of Black owned firms from FY '18 to FY '21 in Standard Services, the number of M/WBEs that can perform work in this area, the potential of utilizing the M/WBE non competitive method, and DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates a slight increase in this area. Base on average performance over the last three years DEP has seen a consistency for Standard Services in our database.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	9%	6%	8%

Justification: Given the increase in the number of Black owned firms from FY '18 to FY '21 in goods, the potential of utilizing the M/WBE non competitive method, DEP anticipates a slight increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies in the database.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

On all procurements advertised in the City Record, DEP requests SBS send an e-blast to all certified M/WBE firms that could potentially bid as a prime contractor & areas that could be subbed. DEP looks at previous micro and Small purchases in a particular industry to determine if a multi year non competitive M/WBE procurement is advantageous. Every reasonable effort must be made to award Micro Purchases to M/WBE's

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	7%	5%	5%

Justification: Given the slight increase in the number of Asian owned firms from FY '18 to FY '21 in Construction, the potential of utilizing the M/WBE non competitive method, the number of Asian owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies increase in the database. We are setting our goal at 5% base upon our average and the number of companies in the database.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	1%	4%	4%

Justification: Given the increase in the number of Asian owned firms from FY '18 to FY '21 in Professional Services , the number of Asian owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. The percentage has stayed consistent for Asian companies they have typically submitted proposals on DEP contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	0%	1%	2%

Justification: Given the increase in the number of Asian owned firms from FY '18 to FY '21 in Standard Services, the potential of utilizing the M/WBE non competitive method, the number of Asian owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies in the database for Standard Services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	11%	9%	10%

Justification: Given the increase in the number of Asian owned firms from FY '18 to FY '21 in Goods, the potential of utilizing the M/WBE non competitive method, the number of Asian owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical contracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies in the database.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

On all procurements advertised in the City Record, DEP requests SBS send an e-blast to all certified M/WBE firms that could potentially bid as a prime contractor & areas that could be subbed. DEP looks at previous micro and Small purchases in a particular industry to determine if a multi year non competitive M/WBE procurement is advantageous. Every reasonable effort must be made to award Micro Purchases to M/WBE's

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E. Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.**

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	1%	1%	1%

Justification: Given the slight increase in the number of Hispanic owned firms from FY '18 to FY '21 in Construction, the potential of utilizing the M/WBE non competitive method, the number of hispanic owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies increase in the database. We are setting our goal at 1% base upon our average and the number of companies in the database.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	2%	4%	3%

Justification: Given the decrease in the number of Hispanic owned firms from FY '18 to FY '21 in Professional Services , the number of hispanic owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. The percentage has decreased a bit due to the companies submitting fewer proposals on DEP contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	4%	2%	5%

Justification: Given the increase in the number of Hispanic owned firms from FY '18 to FY '21 in Standard Services, the potential of utilizing the M/WBE non competitive method, the number of hispanic owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies in the database for Standard Services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	8%	10%	11%

Justification: Given the increase in the number of Hispanic owned firms from FY '18 to FY '21 in Goods, the potential of utilizing the M/WBE non competitive method, the number of hispanic owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical contracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen an increase in the number of companies in the database.

**F. Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.**

On all procurements advertised in the City Record, DEP requests SBS send an e-blast to all certified M/WBE firms that could potentially bid as a prime contractor & areas that could be subbed. DEP looks at previous micro and Small purchases in a particular industry to determine if a multi year non competitive M/WBE procurement is advantageous. Every reasonable effort must be made to award Micro Purchases to M/WBE's

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	N/A

Justification: The directory does not list any vendors in this category, therefore setting a goal at this time is not possible

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	N/A

Justification: The directory does not list any vendors in this category, therefore setting a goal at this time is not possible

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	N/A

Justification: The directory does not list any vendors in this category, therefore setting a goal at this time is not possible

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	N/A

Justification: The directory does not list any vendors in this category, therefore setting a goal at this time is not possible

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	5%	14%	9%

Justification: Given the increase in the number of Women owned firms from FY '18 to FY '21 in Construction, the potential of utilizing the M/WBE non competitive method, the number of Women owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen a decrease in the number of companies in the database. We are setting our goal at 9% base upon our average and the number of companies in the database.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	5%	11%	8%

Justification: Given the slight decrease in the number of Woman owned firms from FY '18 to FY '21 in Professional Services , the number of Woman owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP does not anticipates a change in this area. The percentage has decreased a bit due to the companies submitting fewer proposals on DEP contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	3%	8%	5%

Justification: Given the increase in the number of Women owned firms from FY '18 to FY '21 in Standard Services, the potential of utilizing the M/WBE non competitive method, the number of Women owned firms that can perform this type of work, DEP's upcoming portfolio of contracts & historical subcontracting data, DEP anticipates an increase in this area. Base on the average performance over the last three years DEP has seen a decrease in the number of companies in the database for Standard Services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	43%	57%	50%

Justification: Given the increase in the number of Woman owned firms from FY '18 to FY '21 in Goods, the potential of utilizing the M/WBE non competitive method, the number of Woman owned firms that provide the types of goods DEP purchases, DEP's upcoming portfolio of contracts & historical contracting data, DEP anticipates the percentage to decrease. Sustaining such a high percentage is impossible without decreasing the percentages in goods from other demographics. DEP is making a conscious effort to address the disparity within the disparity.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

On all procurements advertised in the City Record, DEP requests SBS send an e-blast to all certified M/WBE firms that could potentially bid as a prime contractor & areas that could be subbed. DEP looks at previous micro and Small purchases in a particular industry to determine if a multi year non competitive M/WBE procurement is advantageous. Every reasonable effort must be made to award Micro Purchases to M/WBE's

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**Q.**

**Other Agency Information**

**Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.**

DEP has a large portfolio of contracts (Construction & Service Related) where the work to be performed is hundreds of miles north of the M/WBE footprint within the five (5) boroughs. Given the location, typically M/WBE's do not bid on these contracts thereby lowering DEP's overall utilization. Many of DEP's projects are for the maintenance, repair, and installation of specialized equipment. Few companies have the requisite experience to perform this work, as such DEP's M/WBE numbers are affected. A large portion of our construction work is State funded and NYC DEP is required to follow the State's guidelines for MWBE.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

1)	<b>Name:</b>	Santo Cimino
	<b>Title:</b>	Deputy Agency Chief Contracting Officer
	<b>Phone:</b>	718-595-3211
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2)	<b>Name:</b>	Ira Elmore
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3)	<b>Name:</b>	
	<b>Title:</b>	
	<b>Phone:</b>	
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4)	<b>Name:</b>	
	<b>Title:</b>	
	<b>Phone:</b>	
	<b>Email:</b>	

5)	<b>Name:</b>	
	<b>Title:</b>	
	<b>Phone:</b>	
	<b>Email:</b>	

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Homeless Services**



Street Address: 150 Greenwich Street, 4WTC, 37th Floor, New York, NY 10007
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M/WBE Officer Name: Mark Neal	Telephone: 929-221-5488
Email: nealma@dss.nyc.gov	

ACCO Name: Vincent Pullo	Telephone: 929-221-6347
Email: Pullov@dss.nyc.gov	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	5%	0%	5%

Justification: Under \$35K - DHS has not procured many construction contracts. With limited construction related contracts in the micro purchase category, DHS anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, DHS will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors. \$35K-\$100K - Typically DHS does not procure many construction contracts under \$100K. We don't anticipate any utilization goals in this category. Over \$100K - DHS has limited construction related solicitations in this category, and will probably continue to see this pattern due to COVID-19. However, for FY21 we anticipate on soliciting some construction services in this category such as On-Call Electrical Services and Flood Mitigation, citywide.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	0%	10%

Justification: Under \$20K - DHS anticipates a fair amount of professional service contracts within this range, however, these contracts all fall under consulting services which are under intergovernmental contracts. Therefore, goals for this category are set accordingly as they are requested. \$20K - \$100K - Many of the vendors contracted with DHS in this category are not-for-profit entities. DHS anticipates that goals on all procurement opportunities for professional services. Over \$100K - DHS anticipates a fair amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of our professional services fall under the intergovernmental category which is counted in One NYC. All IT contracts will be captured under DHS contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	2%	0%	7%

Justification: Under \$20K - DHS anticipates a fair amount of standard services within this range and has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. DHS anticipates awarding a significant number of contracts to M/WBE vendors. \$20K-\$100K - DHS has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, DHS anticipates continued success in awarding a significant number of contracts to M/WBE vendors for services. Over \$100K - DHS has a high utilization with M/WBE vendors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	4%	7%	10%

Justification: Under \$20K - DHS has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. DHS anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY21. Therefore, utilization goals are based on previous years, as well as, upcoming procurements in FY21. \$20K-\$100K - DHS anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, DHS anticipates procuring goods such as Interior/Exterior Signage and Elevator Witnessing in this category for FY21.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The DHS plans on engaging more Black minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, We will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity codes.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	62%	44%	7%

Justification: Under \$35K - DHS has not procured many construction contracts. With limited construction related contracts in the micro purchase category, DHS anticipates procuring fewer small construction contracts for FY21, due to COVID-19. If any micro purchase procurements arise for construction, DHS will engage the M/WBE vendors through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors.  
 35K-\$100K - DHS does not typically procure many construction contracts under \$100K. Further more, we don't anticipate any utilization goals in this category.  
 Over \$100K - DHS has limited construction related solicitations in this category. Therefore for FY21 we anticipate anticipate on soliciting a few construction services.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	27%	1%	6%

Justification: DHS has not procured many professional services in this ethnicity group due to limited professional services related contracts. DHS anticipates procuring fewer professional services contracts for FY21 and will engage M/WBE vendors in this ethnic group.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	0%	4%	8%

Justification: Under \$20K - DHS anticipates a fair amount of standard services within this range and has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. DHS anticipates awarding a significant number of contracts to M/WBE vendors.  
 \$20K-\$100K - DHS has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, DHS anticipates continued success in awarding a significant number of contracts to M/WBE vendors. Over \$100K - DHS has a high utilization with M/WBE vendors as prime contractors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	10%	27%	10%

Justification: Under \$20K - DHS has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. DHS anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY21. Therefore, utilization goals are based on previous years as well as anticipated procurement in FY21. \$20K-\$100K - DHS anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, DHS anticipates procuring goods such as Office Furniture, Interior/Exterior Signage and Toners in this spending category for FY21.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The DHS plans on engaging more Asian minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	3%	2%

Justification: Under \$35K - DHS has not procured many construction contracts. With limited construction related contracts in the micro purchase category, DHS anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, DHS will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors. \$35K-\$100K - Typically DHS does not procure many construction contracts under \$100K. We don't anticipate any utilization goals in this category. Over \$100K - DHS rarely receives bids from Hispanic firms. DHS has identified potential services that can be subcontracted to an MWBEs. All of our projects in this category have MWBE goals. For FY21 we anticipate on sollicitating some construction services in this category such as Lead Abatement and On Call Plumbing Services Citywide.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	3%	5%

Justification: Under \$20K - DHS anticipates a fair amount of professional service contracts within this range and goals for this category are set accordingly as they are requested. \$20K - \$100K - Many of the vendors contracted with DHS in this category are not-for-profit entities. Therefore, DHS anticipates that goals on all procurement opportunities for professional services. Over \$100K - DHS anticipates a fair amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of our professional services fall under the intergovernmental category which is counted in One NYC. All IT contracts will be captured under DHS contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	0%	0%	7%

Justification: Under \$20K - DHS anticipates a fair amount of standard services within this range and has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. DHS anticipates awarding a significant number of contracts to M/WBE vendors for services. \$20K-\$100K - DHS has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, DHS anticipates continued success in awarding a significant number of contracts to M/WBE vendors for services. Over \$100K - DHS has a high utilization with M/WBE vendors as prime. However, not many M/WBEs have been low bidders.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	7%	12%	6%

Justification: Under \$20K - DHS has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. DHS anticipates procuring goods such as Office Supplies and Advertising in this category for FY21. Therefore, utilization goals are based on previous years as well as anticipated procurement in FY21. \$20K-\$100K - DHS anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under this category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, DHS anticipates procuring goods such as various Plumbing Supplies and Electrical materials in this spending category for FY21.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

The DHS plans on engaging more Hispanic minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	1%

Justification: DHS has never procured any construction contracts with this ethnic group. DHS anticipates procuring fewer construction contracts for FY21, due to COVID-19. However, should the need for this type of services arise, DHS will engage all of our certified M/WBE vendors in this ethnic group.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	1%

Justification: DHS has never procured any professional services within this type of ethnic group. However, DHS anticipates procuring a minimal amount of professional service contracts and will make it a priority to engage M/WBE vendors in this ethnic area to participate when the need for this type of services are requested.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	1%

Justification: DHS has never contracted with any M/WBE within this ethnic group. Nevertheless, DHS anticipates a minimal amount of standard service contracts and will make it a priority to engage the participation of M/WBE vendors in this ethnic group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	1%

Justification: DHS has never contracted with any M/WBE vendors within this ethnic group. Most of the services provided under this category falls under Intergovernmental, OGS, GSA and Sole source contracts. DHS will engage M/WBE vendors in this ethnic group as the need for their services are requested.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The DHS plans on engaging Native American minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	4%	0%	5%

Justification: Under \$35K - DHS has not procured many construction contracts. With limited construction related contracts in the micro purchase category, DHS anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, DHS will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors.  
 \$35K-\$100K - Typically DHS does not procure many construction contracts under \$100K. We don't anticipate any utilization goals in this category.  
 Over \$100K - DHS has very few construction related solicitations in this category, however for FY21 we anticipate on soliciting some construction services in this category such as General Construction Services and Fire Alarm Upgrades at HRA facilities.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	1%	1%	12%

Justification: Under \$20K - DHS anticipates a fair amount of professional service contracts within this range and goals for this category are set accordingly as they are requested. \$20K - \$100K - Many of the vendors contracted with DHS in this category are not-for-profit entities. Therefore, DHS anticipates that goals on all procurement opportunities for professional services. Over \$100K - DHS anticipates a fair amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of our professional services fall under the intergovernmental category which is counted in One NYC. All IT contracts will be captured under DHS contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	0%	0%	16%

Justification: Under \$20K - DHS anticipates a fair amount of standard services within this range and has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. DHS anticipates awarding a significant number of contracts to M/WBE vendors. \$20K-\$100K - DHS has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, DHS anticipates continued success in awarding a significant number of contracts to M/WBE vendors. Over \$100K - DHS has a high utilization with M/WBE vendors as prime contractors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	19%	32%	15%

Justification: Under \$20K - DHS has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. DHS anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY21. Therefore, utilization goals are based on previous years as well as anticipated procurement in FY21.  
 \$20K-\$100K - DHS anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, DHS anticipates procuring goods such as Office Furniture, Interior/Exterior Signage and Toners in this spending category for FY21.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

The DHS plans on engaging more Women in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**Q.**

**Other Agency Information**

**Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.**

We have a robust utilization that does not count for our IT contracts due to the method of procurement. Also we are reviewing various ways to improve MWBE utilization in human services contracting.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

<b>1)</b>	<b>Name:</b> Mark Neal
	<b>Title:</b> Chief Diversity, Equity and Inclusion Officer (Acting/ MWBE Officer)
	<b>Phone:</b> 929-221-5488
	<b>Email:</b> nealma@dss.nyc.gov

<b>2)</b>	<b>Name:</b> Vincent Pullo
	<b>Title:</b> Agency Chief Contracting Officer
	<b>Phone:</b> 929-221-6347
	<b>Email:</b> Pullov@dss.nyc.gov

<b>3)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

<b>4)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

<b>5)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Buildings**

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Street Address:	
M/WBE Officer Name:	Telephone:
Email:	
ACCO Name:	Telephone:
Email:	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	0%	0%

Justification: The agency will utilize it's contractor to perform construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	2%	2%

Justification: The agency will put forward more effort in acquiring more vendor in this category

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	17%	5%	5%

Justification: The agency will aim to maintain services under this category

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	8%	3%	3%

Justification: The agency will aim to continue to obtain goods from vendors in this category

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The agency will continue to reach out to the Black minority community for its needs.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	0%	0%	3%

Justification: The agency will utilize it's contractor to perform construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	29%	0%	5%

Justification: The agency will try to continue to obtain and maintain professional services for this category

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	7%	22%	10%

Justification: The agency will work to obtain/maintain standard services

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	12%	7%	10%

Justification: Funds permitting, the agency will try to maintain goods from vendor within this category

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Utilizing the small business website, the agency will try to target vendors within this category

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	0%

Justification: The agency will utilize its contractor to perform construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	40%	28%	10%

Justification: The agency will try to maintain services under this category

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	0%	1%	3%

Justification: The agency will try to do more outreach within this community for this service

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	26%	27%	20%

Justification: Funds permitting, the agency will try to reach out to the Hispanic community for goods needed

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

Utilizing the small business website, the agency will try to target vendors within this category

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

You MUST justify each of your agency's utilization goals by describing how your agency considered:

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	N/A

Justification: Agency will utilize its contractual vendor to perform services within this category

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0%

Justification: Unaware of vendors within this category

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	N/A

Justification: Unaware of vendors within this category

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	N/A

Justification: Unaware of vendors within this category

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The agency will try to identify vendors who fall within this category to see their offerings and hopefully be able to utilize their services

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	0%	37%	0%

Justification: Agency will utilize its contractual vendor for this service

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	0%	7%	5%

Justification: The agency will aim to reach vendors within this category

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	49%	23%	15%

Justification: Funds/need permitting, the agency will try to obtain this goal

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	33%	30%	20%

Justification: Funds/need permitting, the agency will try to obtain goods within this category

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

The agency will try to maintain and exceed (funds permitting) it's goals

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<p>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |    |               |                                                                            |
|----|---------------|----------------------------------------------------------------------------|
| 1) | <b>Name:</b>  | Leesel A. Wong                                                             |
|    | <b>Title:</b> | ACCO                                                                       |
|    | <b>Phone:</b> | 212-393-2242                                                               |
|    | <b>Email:</b> | <a href="mailto:lewong@buildings.nyc.gov">lewong@buildings.nyc.gov</a>     |
|    |               |                                                                            |
| 2) | <b>Name:</b>  | Carlo Di Fava                                                              |
|    | <b>Title:</b> | Deputy ACCO                                                                |
|    | <b>Phone:</b> | 212-393-2242                                                               |
|    | <b>Email:</b> | <a href="mailto:cadifava@buildings.nyc.gov">cadifava@buildings.nyc.gov</a> |
|    |               |                                                                            |
| 3) | <b>Name:</b>  | Marie Gil                                                                  |
|    | <b>Title:</b> | Purchasing Supervisor                                                      |
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|    | <b>Email:</b> | <a href="mailto:mgil@buildings.nyc.gov">mgil@buildings.nyc.gov</a>         |
|    |               |                                                                            |
| 4) | <b>Name:</b>  | Ernesto Vaughan                                                            |
|    | <b>Title:</b> | Contracting Officer                                                        |
|    | <b>Phone:</b> | 212-393-2237                                                               |
|    | <b>Email:</b> | <a href="mailto:evaughan@buildings.nyc.gov">evaughan@buildings.nyc.gov</a> |
|    |               |                                                                            |
| 5) | <b>Name:</b>  |                                                                            |
|    | <b>Title:</b> |                                                                            |
|    | <b>Phone:</b> |                                                                            |
|    | <b>Email:</b> |                                                                            |

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Correction**

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Street Address: 75-20 Astoria Blvd, Suite 160 East Elmhurst NY 11370
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M/WBE Officer Name: LacyAnn Dunkley
Email: lacyann.dunkley@doc.nyc.gov

Telephone: 718-546-0766
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ACCO Name: Ava B. Rice
Email: Ava.Rice@doc.nyc.gov

Telephone: 718-546-0690
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	4%	0%	8%

Justification: Based on incoming procurements DOC anticipates the availability of M/WBEs to perform the work. DOC has taken into consideration the specialized nature of the department's procurements, historical utilization of M/WBE firms, and the challenges of working in a correctional facility. The department anticipates a large construction portfolio for FY21 with the maintenance and repair services of several facilities. The department actively seeks to engage prime contractors and subcontractors for construction projects with the assistance of the Mayor's Office of M/WBEs.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	0%	3%

Justification: Historically, DOC's utilization for this industry is below the citywide goal due to the specialized systems and services that is utilized by the department. For FY21, the department anticipates a low participation goal for this minority category as the procurements listed on the LL1 plan require specialized licenses and software. In addition, several professional service projects listed on the department's LL1 plan may be postponed due to budgetary restrictions and/or low priority. However, the department plans to boost its utilization rate for this category by engaging vendors through small purchases and the M/WBE discretionary method.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	5%	22%	15%

Justification: Based on incoming procurements, DOC anticipates low availability of M/WBE'S to perform the work due to the specialized nature of the formal contracts (over 100K). There are several contracts that will be issued with low to no participation goals due to the specialized nature and lack of available firms. However, the department plans to boost its utilization rate for this category by engaging vendors through small purchases and the M/WBE discretionary method.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	15%	10%	12%

Justification: The department plans to increase its utilization rate for this category by engaging vendors through micro and small purchases and the M/WBE discretionary method.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

For all applicable procurements, DOC will send the notice of solicitation and pre-bid notifications to vendors that identify as this minority group. DOC actively seeks prime contractors and subcontractors to solicit by alerting the Mayor's Office of M/WBEs of potential projects/bids. At the start of FY21, the department adapted the M/WBE first approach to increase its utilization rates in all industries and procurement methods.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	1%	4%	5%

Justification: Based on incoming procurements DOC anticipates the availability of M/WBEs to perform the work. DOC has taken into consideration the specialized nature of the department's procurements, historical utilization of M/WBE firms, and the challenges of working in a correctional facility. The department anticipates a large construction portfolio for FY21 with the maintenance and repair services of several facilities. The department actively seeks to engage prime contractors and subcontractors for construction projects with the assistance of the Mayors Office of M/WBEs.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	0%	19%	12%

Justification: Based on incoming procurements, DOC anticipates the availability of M/WBEs to perform the work. However, several professional service projects listed on the department's LL1 plan may be postponed due to budgetary restrictions and/or low priority. DOC's utilization rates for this category may increase through the department's use of the M/WBE discretionary method.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	3%	8%	5%

Justification: Based on DOC historical M/WBE utilization and projected procurements, DOC anticipates low to no availability of members of this category to perform the work in FY21. Several procurements will be solicited with no participation goals based on preliminary research by DOC's M/WBE Officer. In an effort to increase its utilization, DOC plans to solicit from this minority group whenever possible using the agency's discretionary method.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	13%	10%	10%

Justification: The department plans to increase its utilization rate for this category by engaging vendors through micro and small purchases and the M/WBE discretionary method.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

For all applicable procurements, DOC will send the notice of solicitation and pre-bid notifications to vendors who identify under this minority group.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	1%	0%	5%

Justification: Historically, the agency's utilization rate for this minority group and category is low. However, DOC anticipates a large construction portfolio for the maintenance and repair services of several facilities. Based on the number of firms certified for this industry, DOC was able to locate 72 potential general construction contractors who may be able to perform on the department's FY21 construction contracts.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	1%	3%

Justification: DOC's utilization for professional services is low due the specialized system that is used by the agency. Based on the contracts listed on the LL1 plan, DOC anticipates a low to no participation goal for this minority category. Several professional service projects listed on the department's LL1 plan may be postponed due to budgetary restrictions and/or low priority. However, the department plans to boost its utilization rate for this category by engaging vendors through small purchases and the M/WBE discretionary method.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	3%	3%	3%

Justification: Based on DOC's historical M/WBE utilization and projected procurements, DOC anticipates low availability of M/WBEs to perform the work on . Several procurements will be solicited with no participation goal based on preliminary research by DOC's M/WBE Officer. In an effort to increase its utilization rates, whenever possible, DOC will engage vendors in this minority group through micro, small, and discretionary purchases.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	6%	9%	10%

Justification: The department plans to increase its utilization rate for this category by engaging vendors through micro and small purchases and the M/WBE discretionary method.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

For all applicable procurements, DOC will send the notice of solicitation and pre-bid notifications to vendors that identify as this minority group. DOC actively seeks prime contractors and subcontractors to solicit by alerting the Mayor's Office of M/WBEs of potential projects/bids. At the start of FY21, the department adapted the M/WBE first approach to increase its utilization rates in all industries and procurement methods.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	N/A

Justification: Due to the limited availability of vendors in this minority group, DOC is unable to establish a goal for this industry.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	N/A

Justification: DOC was unable to locate vendors for this minority group whose business or services meet the requirements needed for the procurements planned for this industry.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	N/A

Justification: DOC was unable to locate vendors on the online directory for this minority group for this industry.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	N/A

Justification: Only 1 vendor is listed that specializes in construction equipment rental. Thus, based on DOCs LL1 and LL63 plan, the department does not anticipate the rental of any construction related equipment.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Due to limited availability of vendors, DOC does not anticipate high utilization for this minority group.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	2%	0%	8%

Justification: Based on incoming procurements DOC anticipates the availability of M/WBEs to perform the work. DOC has taken into consideration the specialized nature of the department's procurements, historical utilization of M/WBE firms, and the challenges of working in a correctional facility. The department anticipates a large construction portfolio for FY21 with the maintenance and repair services of several facilities.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	0%	16%	8%

Justification: Based on incoming procurements, DOC anticipates the availability of M/WBEs to perform the work. However, several professional service projects listed on the department's LL1 plan may be postponed due to budgetary restrictions and/or low priority.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	11%	15%	8%

Justification: Based on DOC historical M/WBE utilization and projected procurements, DOC anticipates low to no availability of members of this category to perform the work in FY21. Several procurements will be solicited with no participation goals based on preliminary research by DOC's M/WBE Officer. In an effort to increase utilization, DOC plans to solicit from this minority group whenever possible using the agency's discretionary method.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	39%	35%	35%

Justification: Based on DOCs LL1 plan, there are no formal procurements anticipated in this industry. However, the department plans to solicit from this group whenever possible using the M/WBE small purchase method.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

For all applicable procurements, DOC will send the notice of solicitation and pre-bid notifications to vendors who identify as this minority group. In addition, the department will use the M/WBE small purchases method to boost its utilization rates for this group. DOC actively seeks prime contractors and subcontractors to solicit by alerting the Mayor's Office of M/WBEs of potential projects/bids. At the start of FY21, the department adapted the M/WBE first approach to increase its utilization rates in all industries and procurement methods.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	
<p>As the City begins the process of relocating and modernizing DOC facilities, DOC anticipates a reduction of projects listed on the FY21 LL1 plan. In addition, the department has taken into consideration the downstream effects of COVID-19 on the department's budgetary and procurement plans.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- 1)

<b>Name:</b>	Lynelle Maginley-Liddie
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<b>Phone:</b>	718-546-0814
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- 2)

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- 3)

<b>Name:</b>	Ava B. Rice
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- 4)

<b>Name:</b>	Kareem Alibocas
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- 5)

<b>Name:</b>	Wayne Cogner
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**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Finance**

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Email: JamesJ@finance.nyc.gov
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A. Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.**

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	0%	0%

Justification: The New York City Department of Finance does not procure construction or construction related services above the micro purchase limit.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	1%	6%	7%

Justification: Based on the number of currently certified M/WBE Black owned businesses with the capacity to perform/provide this specific type of services/work and current health environment, the New York City Department of Finance will set the above goal to increase utilization and maintain consistency in this area of procurement.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	3%	1%	2%

Justification: Based on the number of currently certified M/WBE Black owned businesses with the capacity to perform/provide this specific type of services/work and current health environment, the New York City Department of Finance will set the above goal to increase utilization and maintain consistency in this area of procurement.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	4%	4%	6%

Justification: Based on the number of currently certified M/WBE Black owned businesses, current public health environment and agency's anticipated projects for FY'21, the New York City Department of Finance will set the above goal to maintain consistency with the Citywide goal in this area of procurement.

**B. Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.**

The New York City Department of Finance (DOF), Office of Purchasing and Contracts (OPC) will continue to hold biweekly meetings or conference calls to discuss topics such as M/WBE Purchasing Method, Discretionary Spending, and Targeted Procurement Opportunities strategies. Moreover, the DOF will also continue to post future and current procurement opportunities on the DOF Website and leverage outreach efforts with the New York City Department of Small Business Services (SBS) in areas of difficulty in participation of M/WBE companies. Lastly, the DOF will continue updating internal lists of potential M/WBE vendors who might provide services/goods needed under the agency areas of procurement.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	0%	0%	0%

Justification: The New York City Department of Finance does not procure construction or construction related services above the micro purchase limit.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	13%	3%	6%

Justification: Based on the number of currently certified M/WBE Asian owned businesses with the capacity to perform/provide this specific type of services/work and current public health environment, the New York City Department of Finance will set the above goal to increase utilization and maintain consistency in this area of procurement.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	5%	3%	6%

Justification: Based on the number of currently certified M/WBE Asian owned businesses with the capacity to perform/provide this specific type of services/work, current public health environment and anticipated procurements, the New York City Department of Finance will set the above goal to increase utilization and maintain consistency in this area of procurement.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	9%	16%	10%

Justification: Based on the number of currently certified M/WBE Asian owned businesses and current public health environment, the New York City Department of Finance will set the above goal to maintain consistency with the Citywide goal in this area of procurement.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The New York City Department of Finance (DOF), Office of Purchasing and Contracts (OPC) will continue to hold biweekly meetings or conference calls to discuss topics such as M/WBE Purchasing Method, Discretionary Spending, and Targeted Procurement Opportunities strategies. Moreover, the DOF will also continue to posts future and current procurement opportunities in the DOF Website and leverage outreach efforts with the New York City Department of Small Business Services (SBS) in areas of difficulty in participation of M/WBE companies. Lastly, the DOF will continue updating internal lists of potential M/WBE vendors who might provide services/goods needed under the agency areas of procurement.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	0%

Justification: The New York City Department of Finance (DOF) does not procure construction or construction related services above the micro purchase limit.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	0%	3%

Justification: Based on the number of currently certified M/WBE Hispanic/Latino owned businesses with the capacity to perform/provide this specific type of services/work and current public health environment, the New York City Department of Finance will set the above goal to increase utilization and maintain consistency in this area of procurement.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	1%	5%	6%

Justification: Based on the number of currently certified M/WBE Hispanic/Latino owned businesses with the capacity to perform/provide this specific type of services/work and current public health environment, the New York City Department of Finance will set the above goal to increase utilization and maintain consistency in this area of procurement.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	20%	9%	7%

Justification: Based on the number of currently certified M/WBE Hispanic/Latino owned businesses, current public health environment and agency anticipated procurements, the New York City Department of Finance will set the above goal to maintain consistency with the Citywide goal in this area of procurement.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

The New York City Department of Finance (DOF), Office of Purchasing and Contracts (OPC) will continue to hold biweekly meetings or conference calls to discuss topics such as M/WBE Purchasing Method, Discretionary Spending, and Targeted Procurement Opportunities strategies.

Moreover, the DOF will also continue to posts future and current procurement opportunities in the DOF Website and leverage outreach efforts with the New York City Department of Small Business Services (SBS) in areas of difficulty in participation of M/WBE companies. Lastly, the DOF will continue updating internal lists of potential M/WBE vendors who might provide services/goods needed under the agency areas of procurement.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: The New York City Department of Finance (DOF) does not procure construction or construction related services above the micro purchase limit.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0.30%

Justification: Based on the limited number of currently certified M/WBE Native American owned businesses and agency's anticipated procurements, the New York City Department of Finance sets the above goal to in this area of procurement.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0.03%

Justification: Based on the limited number of currently certified M/WBE Native American owned businesses and agency's anticipated procurements, the New York City Department of Finance sets the above goal to in this area of procurement.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	1%

Justification: Based on the limited number of currently certified M/WBE Native American owned businesses, historical utilization and current public health environment, the New York City Department of Finance will set the above goal to maintain consistency in this area of procurement.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The New York City Department of Finance (DOF), Office of Purchasing and Contracts (OPC) will continue to hold biweekly meetings or conference calls to discuss topics such as M/WBE Purchasing Method, Discretionary Spending, and Targeted Procurement Opportunities strategies. Moreover, the DOF will also continue to posts future and current procurement opportunities in the DOF Website and leverage outreach efforts with the New York City Department of Small Business Services (SBS) in areas of difficulty in participation of M/WBE companies. Lastly, the DOF will continue updating internal lists of potential M/WBE vendors who might provide services/goods needed under the agency areas of procurement.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	0%	0%	0%

Justification: The New York City Department of Finance (DOF) does not procure construction or construction related services above the micro purchase limit.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	0%	11%	10%

Justification: Based on the number of currently certified M/WBE Women owned businesses and current public health environment, the New York City Department of Finance will set the above goal to maintain consistency in this area of procurement.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	7%	68%	29%

Justification: Based on the number of currently certified M/WBE Women owned businesses and current public health environment, the New York City Department of Finance will set the above goal to maintain consistency with the Citywide goal in this area of procurement.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	16%	42%	30%

Justification: Based on the number of currently certified M/WBE Women owned businesses and current public health environment, the New York City Department of Finance will set the above goal to maintain consistency with the Citywide goal in this area of procurement.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

The New York City Department of Finance (DOF), Office of Purchasing and Contracts (OPC) will continue to hold biweekly meetings or conference calls to discuss topics such as M/WBE Purchasing Method, Discretionary Spending, and Targeted Procurement Opportunities strategies. Moreover, the DOF will also continue to posts future and current procurement opportunities in the DOF Website and leverage outreach efforts with the New York City Department of Small Business Services (SBS) in areas of difficulty in participation of M/WBE companies. Lastly, the DOF will continue updating internal lists of potential M/WBE vendors who might provide services/goods needed under the agency areas of procurement.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	
<p>Please note that the M/WBE Goals set on this FY21 LL1 Utilization Plan are based on the current number of certified firms and past procurement data obtained from CheckBook NYC that can provide or have provided the specified services/goods procured by the New York City Department of Finance (DOF). In addition, the Native American category is newly certified and has a limited amount of certified companies in the NYC Online Directory of Certified Businesses.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |           |                                                                                                           |
|-----------|-----------------------------------------------------------------------------------------------------------|
| <b>1)</b> | <b>Name:</b> Jacqueline James                                                                             |
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**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Health & Mental Hygiene**

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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

You MUST justify each of your agency's utilization goals by describing how your agency considered:

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	9%	9%

Justification: DOHMH does not procure many construction contracts. Based on historic utilization and planned procurements, we have set a 9% goal.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	7%	3%	3%

Justification: Based on DOHMH's actual utilization for past fiscal years, a preliminary analysis of potential upcoming procurements (which are primarily for specialized medical services, where there aren't many M/WBEs who provide the service), and the availability of M/WBEs, DOHMH will set a 3% goal in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	1%	8%	3%

Justification: Based on DOHMH's actual utilization in previous fiscal years, a preliminary analysis of potential upcoming procurements, and the limited availability of M/WBEs who provide services such as lab and medical equipment repair/maintenance/certification, and parking garages and car wash facilities, a goal of 3% has been set in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	9%	9%	9%

Justification: Based on DOHMH's actual utilization in previous fiscal years and a preliminary analysis of potential upcoming procurements, a goal of 9% has been set in this category.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

DOHMH's goal for this category will be reviewed as the procurement needs of the agency evolve during the fiscal year, and the agency will make the best good faith efforts to identify and utilize M/WBEs for all opportunities. The agency will continue to include additional M/WBEs to the current 5+10 process (i.e., 5+11, 5+12, 5+13,...). Additionally, the agency will continue to implement the micro purchase policy directing all agency buyers to conduct a detailed search for available M/WBEs before utilizing a non-M/WBE. Also, the agency will continue to use the MWBE Non Competitive Purchase Method when there is an availability of MWBE's. DOHMH is also working to award more EMergency procurements to MWBEs and will establish M/WBE participation goals on emergency contracts to extent possible.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	0%	50%	5%

Justification: DOHMH does not procure many construction contracts. Based on historic utilization and planned procurements, we have set a 5% goal.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	5%	2%	5%

Justification: Based on DOHMH's actual utilization for past fiscal years, a preliminary analysis of potential upcoming procurements (which are primarily for specialized medical services, where there aren't many M/WBEs who provide the service), and the availability of M/WBEs, DOHMH will set a 5% goal in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	0%	1%	1%

Justification: Based on DOHMH's actual utilization in previous fiscal years, a preliminary analysis of potential upcoming procurements, and the limited availability of M/WBEs who provide services such as lab and medical equipment repair/maintenance/certification, and parking garages and car wash facilities, a goal of 1% has been set in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	14%	16%	15%

Justification: Based on DOHMH's actual utilization in previous fiscal years and a preliminary analysis of potential upcoming procurements, a goal of 11% has been set in this category.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

DOHMH's goal for this category will be reviewed as the procurement needs of the agency evolve during the fiscal year, and the agency will make the best good faith efforts to identify and utilize M/WBEs for all opportunities. The agency will continue to include additional M/WBEs to the current 5+10 process (i.e., 5+11, 5+12, 5+13,...). Additionally, the agency will continue to implement the micro purchase policy directing all agency buyers to conduct a detailed search for available M/WBEs before utilizing a non-M/WBE. Also, the agency will continue to use the MWBE Non Competitive Purchase Method when there is an availability of MWBE's. DOHMH is also working to award more EMergency procurements to MWBEs and will establish M/WBE participation goals on emergency contracts to extent possible.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	11%	31%	9%

Justification: DOHMH does not procure many construction contracts. Based on historic utilization and planned procurements, we have set a 9% goal.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	2%	42%	5%

Justification: Based on DOHMH's actual utilization for past fiscal years, a preliminary analysis of potential upcoming procurements (which are primarily for specialized medical services, where there aren't many M/WBEs who provide the service), and the availability of M/WBEs, DOHMH will set a 5% goal in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	7%	61%	5%

Justification: Based on DOHMH's actual utilization in previous fiscal years, a preliminary analysis of potential upcoming procurements, and the limited availability of M/WBEs who provide services such as lab and medical equipment repair/maintenance/certification, and parking garages and car wash facilities, a goal of 5% has been set in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	10%	6%	7%

Justification: Based on DOHMH's actual utilization in previous fiscal years and a preliminary analysis of potential upcoming procurements, a goal of 7% has been set in this category.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

DOHMH's goal for this category will be reviewed as the procurement needs of the agency evolve during the fiscal year, and the agency will make the best good faith efforts to identify and utilize M/WBEs for all opportunities. The agency will continue to include additional M/WBEs to the current 5+10 process (i.e., 5+11, 5+12, 5+13,...). Additionally, the agency will continue to implement the micro purchase policy directing all agency buyers to conduct a detailed search for available M/WBEs before utilizing a non-M/WBE. Also, the agency will continue to use the MWBE Non Competitive Purchase Method when there is an availability of MWBE's. DOHMH is also working to award more EMergency procurements to MWBEs and will establish M/WBE participation goals on emergency contracts to extent possible.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: Since this is a new ethnicity for which we lack historical data and certified vendors, DOHMH has set the Citywide goal in this category.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0%

Justification: Since this is a new ethnicity for which we lack historical data and certified vendors, DOHMH has set the Citywide goal in this category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0%

Justification: Since this is a new ethnicity for which we lack historical data and certified vendors, DOHMH has set the Citywide goal in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	0%

Justification: Since this is a new ethnicity for which we lack historical data and certified vendors, DOHMH has set a 0% in this category.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

DOHMH's goal for this category will be reviewed as the procurement needs of the agency evolve during the fiscal year, and the agency will make the best good faith efforts to identify and utilize M/WBEs for all opportunities. The agency will continue to include additional M/WBEs to the current 5+10 process (i.e., 5+11, 5+12, 5+13,...). Additionally, the agency will continue to implement the micro purchase policy directing all agency buyers to conduct a detailed search for available M/WBEs before utilizing a non-M/WBE. Also, the agency will continue to use the MWBE Non Competitive Purchase Method when there is an availability of MWBE's. DOHMH is also working to award more EMergency procurements to MWBEs and will establish M/WBE participation goals on emergency contracts to extent possible.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	10%	16%	5%

Justification: DOHMH does not procure many construction contracts. Based on historic utilization and planned procurements, we have set a 5% goal.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	16%	5%	5%

Justification: Based on DOHMH's actual utilization for past fiscal years, a preliminary analysis of potential upcoming procurements (which are primarily for specialized medical services, where there aren't many M/WBEs who provide the service), and the availability of M/WBEs, DOHMH will set a 5% goal in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	9%	65%	9%

Justification: Based on DOHMH's actual utilization in previous fiscal years, a preliminary analysis of potential upcoming procurements, and the limited availability of M/WBEs who provide services such as lab and medical equipment repair/maintenance/certification, and parking garages and car wash facilities, a goal of 9% has been set in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	30%	38%	31%

Justification: Based on DOHMH's actual utilization from past years, a preliminary analysis of potential upcoming procurements, and considering the Citywide Goal, a goal of 31% has been set in this category.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

DOHMH's goal for this category will be reviewed as the procurement needs of the agency evolve during the fiscal year, and the agency will make the best good faith efforts to identify and utilize M/WBEs for all opportunities. The agency will continue to include additional M/WBEs to the current 5+10 process (i.e., 5+11, 5+12, 5+13,...). Additionally, the agency will continue to implement the micro purchase policy directing all agency buyers to conduct a detailed search for available M/WBEs before utilizing a non-M/WBE. Also, the agency will continue to use the MWBE Non Competitive Purchase Method when there is an availability of MWBE's. DOHMH is also working to award more EMERGENCY procurements to MWBEs and will establish M/WBE participation goals on emergency contracts to extent possible.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	

Agency Initiatives:

- Continue coordination with SBS, MOCS, and other related agencies to conduct various M/WBE trainings, workshops, and networking events for vendors and staff.
- Leverage the M/WBE Non Competitive Small Purchase procurement method (\$20k - \$500k) to increase the agency's overall utilization
- Continue implementation of the agency's Micro Purchase Policy, including the prioritization of Black and Hispanic WBEs; and establish M/WBE participation goals on emergency contracts to extent possible

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |           |                                       |
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| <b>6)</b> | <b>Name:</b> Aisha Barnes             |
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**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Transportation**

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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	0%	10%

Justification: The majority of our contracts for FY'21 will be for Bridge rehabilitation and reconstruction, where we couldn't identify any vendors as prime contractors but as subcontractors. These contracts will have multiple subcontracting opportunities in areas of trucking, security, and thermoplastic, where we have identified multiply vendors from this category. Lastly, we believe an opportunity for a sub from this category can be a prime contractor for our thermoplastic bus/bike contract.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	1%	0%	12%

Justification: On our FY21 plan we have a few Resident Engineering Services and Design contracts that we see multiple opportunities for vendors from this category to be prime or subs. Additionally, we have put a 10% subcontracting goals for this category on each individual contract we will solicit in the Resident Engineering contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	1%	5%	10%

Justification: Looking at our procurement plan for FY'21, we have identified our Bayridge Parking garage maintenance contract with an assigned MWBE goal of 30% as an opportunity for potential subcontracting opportunities. Historically we have seen the primes in this industry sub out the security services where we believe many of the MWBE certified for this minority category can receive opportunities.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	4%	11%	10%

Justification: After review of past micros purchases, mwbe discretion spend, p-card purchases for IT, electrical and various goods we have identified MWBE firms in this minority category that can potential provide goods for us in FY'21.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The CDO / Chief MWBE Officer and the ACCO reviewed the multiple contracts for this fiscal year and have put goals for this minority category in our professional services contracts for Resident Engineering Service and Design contracts. There are ongoing conversations and training with our fiscal officers to monitor their efforts in ensuring vendors from this category are informed and solicited on future procurements. Also, we quarterly meet with various councils and groups in NYC to receive feedback on our contract language, pre-qualification requirements, and share ideas on how we can utilize more vendor from this category. Lastly, we have identified DBE's on federal projects that can potentially be certified as City MWBE's to help in various industries to help increase our vendor pool for this minority group.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	0%	2%	8%

Justification: The majority of the procurements for FY'21 in this industry will be for Bridge rehab and reconstruction work. We have identified a few capable vendors in the directory to complete this type of work. Additionally, our past subcontracting participation had significant representation from this minority group performing concrete and plumbing subcontract work; we expect similar subcontracting opportunities on our bridge rehab and reconstruction contracts.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	1%	7%	10%

Justification: After reviewing the availability of MWBEs in this minority group and looking at our current procurement plan for FY'21, we have identified multiple vendors that can perform as prime consultants. Additionally, there are sub-consultant opportunities in this industry for the projected procurement for FY'21 that this minority group has successfully received in this past fiscal year for our Resident Engineering, Design, and engineering service agreements.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	0%	1%	1%

Justification: Based on the projected procurement opportunities and our past subcontracting history we only found limited subcontracting opportunities for this minority group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	15%	10%	11%

Justification: Historically we have seen this minority group being utilized a lot in our IT-related good purchases. After reviewing our projected procurements for FY'21, we identified IT-related goods that vendors from this minority group, we will procure through the MWBE small purchase method.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Looking at our MWBE Utilization for the last three years, we have seen the majority of the opportunities received from this minority group in the industries of Professional Services in the areas of Bridge engineering and IT related project. We intend to diversify our pool of vendors to give new vendors opportunities, so we have partnered with various organizations and attend multiple outreach events to meet new vendors. In the last MWBE Borough Forum in Flushing Queens, we met many new vendors from this minority category who we have worked with to get them prequalified on our Bridge design list and introduced to our Fiscal officers. Lastly, we have identified DBE's on federal projects that can potentially be certified as City MWBE's to help in various industries to help increase our vendor pool for this minority group.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	3%	5%	12%

Justification: When we looked at the availability and capacity of the vendors in this minority category, we noticed some familiar names who have bid on our past contracts as joint-venture partners in FY20. Additionally, we were able to identify many of the subcontractors on our bridge rehab, painting, and trucking from this minority category. Since most of our FY21 contracts will be for Bridge rehab and reconstruction, we believe many vendors from this minority group can be prime contractors or subs on our FY21 procurements.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	2%	10%

Justification: In our procurement plan for this industry for FY21, we put a subcontracting goal of 10% for this minority category on our 30% MWBE goal for Resident Engineering contracts. We have already identified some vendors in this minority category from the MWBE directory that can potentially receive sub-consultant opportunities for Community Outreach, Architectural Design, and Environmental Planning on Total Design, Construction Support Services, and Resident Engineering Services Contracts. Additionally, we met through the ACEC outreach event in FY'20, some vendors from this minority category that can potentially be a prime consultant for some of our projected design and resident engineering procurements.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	7%	1%	10%

Justification: After review of our FY'21 procurement plan and the mwbe directory we believe there should be opportunities for vendors in this minority category on our Bayridge maintenance parking garage contract as subcontractors. In the past this contract had subcontracting opportunities in the areas of snow removal, security, and cleaning.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	12%	8%	

Justification: After review of the past experience of the vendors from this minority category, we see viable firms that can compete for opportunities for goods for electrical, mechanical, and IT related purchases.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

In our efforts to diversify the opportunities, we have held training and meetings with our fiscal officers to show them how to navigate the NYC mwbe directory and express the need to solicit vendors from this minority category rather than the same vendor pool all the time. Additionally, we have stressed joint-venture partnerships with our primes. We have seen some of the prime contractors forming a J/V with vendors from this minority group and was the apparent lowest bidder on one of our Bridge construction jobs. Lastly, we continue to share and inform some of the DBE's on federal projects that can potentially be certified as City MWBE's to help in various industries to help increase our vendor pool for this minority group.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: We haven't found a sufficient amount of vendors from this minority category to put a goal for this industry.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0%

Justification: We haven't found a sufficient amount of vendors from this minority category to put a goal for this industry.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0%

Justification: We haven't found a sufficient amount of vendors from this minority category to put a goal for this industry.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	0%

Justification: We haven't found a sufficient amount of vendors from this minority category to put a goal for this industry.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

NYCDOT goals for this minority category will be zero, but we are going to be intentional to find MWBEs in this minority category as we continue to attend the various Borough MWBE forums and outreach events sponsored by ACEC, GCA, and Ptech.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	3%	6%	12%

Justification: Based on our review of the directory, we have identified that for this industry, the majority of the opportunities could be in steel erection, plumbing, and trucking services as prime/ subcontractors for our Bridge rehab work. Also, we have identified a new WBE that was recently certified that qualify as subcontractor for thermoplastic work for FY'21.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	8%	3%	30%

Justification: Reviewing our past performance in this industry for this minority category and the upcoming opportunities for FY'21 we have identified a vendor pool that can perform as subconsultants for survey, community outreach, engineering design and geotechnical services.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	11%	6%	12%

Justification: Looking at FY21, the majority of the opportunities for this industry will probably be utilizing the MWBE innovative method for welding, street/plaza maintenance, and landscaping. Additionally, we have identified a subcontracting opportunity on our parking garage contract for security.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	40%	46%	22%

Justification: Based on the history and the projected goods we will procure in FY'21 in the areas of masonry, electrical, uniforms, IT and office supplies, we have identified multiple vendors from this minority category that we plan to utilized.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

NYCDOT has participated with organizations in forums that focused on Women in Construction and did presentations on how to do business with NYCDOT. Additionally, the ACCO and the NYCDOT MWBE team have met with vendors from this minority category to find procurement opportunities that fit their capabilities. Lastly, the CDO/MWBE Officer and ACCO put goals on individual contracts for women's participation in subcontracting on professional service contracts and looking to do this on other industries.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	
<p>Primarily the programs that impact NYCDOT's MWBE Utilization or its ability to participate in the Local Law 1 program are the USDOT Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) DBE Program, and the MWBE for State program Consolidated Local Street and Highway Improvement Program (CHIPS). However, NYCDOT continues to get DBEs that are not certified with NY City MWBE program to get certified so NYCDOT can expand the pool of vendors we can use on our LL1 projects.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

1)	<b>Name:</b> Carlos Bannister
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2)	<b>Name:</b> Nancy Carolan
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3)	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

4)	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

5)	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Parks & Recreation**

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Street Address: 830 Fifth Avenue, New York, NY 10065
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M/WBE Officer Name: Joy Wang	Telephone: 212-360-1302
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Email: Christopher.Joy.Wang@parks.nyc.gov
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ACCO Name: Christopher Adkins	Telephone: 718-760-6789
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Email: Christopher.Adkins@parks.nyc.gov
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	2%	3%	2%

Justification: Historically there is a small percentage of Black minority firms that perform on our contracts. Parks plans to increase our Black minority utilization in FY20 in two ways. 1- you can now view and download our bid solicitation on-line. Any firm interested in subcontracting on these contracts can now indicate this online. 2-Use the MWBE Noncompetitive purchase method to target Black minority firms. Due to the limited amount of contracting moving forward during this fiscal crises, Parks has thus far had a small portfolio of construction projects proceeding. With that we do not foresee having enough construction contracts available to increase our Black minority utilization rate.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	1%	0%	1%

Justification: We will make every effort to utilize M/WBE firms for our needs in the professional services industry. To do this, we are now setting robust M/WBE goals on each and every RFP. To meet those goals we will continue to encourage our vendors with master agreements to subcontract to Black minority firms. In fiscal year 2021, Parks will be soliciting new professional services master agreements. The new solicitation will include a 5% point preference for MWBE firms which should encourage more MWBE firms to respond to said solicitations. With this we hope that Black minority contracting will increase with both are prime and sub vendors. Variances in the past years performances may be accounted for in RFP cycle for professional services contracts. Also for any professional services not covered by our master contracts, we are using the MWBE non competitive method to the fullest extent possible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	2%	0%	0

Justification: Contracts do not have any subcontracting and/or there is no qualified mwbe vendor pool available

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	7%	5%	5%

Justification: Parks will continue to work on finding new certified mwbe vendors able to meet our goods needs.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

Parks participates in all outreach opportunities to meet new firms. We are utilizing the MWBE Non-Competitive Purchase method whenever applicable in order to target Black minority group vendors for FY 21. We also use the SBS database to find new vendors. For the limited number of contracting opportunities that we have, we are setting robust M/WBE goals and encouraging our vendors to use a variety of M/WBE firms

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	14%	12%	14%

Justification: Parks always does well with Asian minority vendors. We expect to continue to have a strong showing of Asian vendors, but due to our low contracting levels this year we do not expect to be able to increase our Asian minority contracting.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	66%	1%	1%

Justification: We will make every effort to utilize M/WBE firms for our needs in the professional services industry. To do this, we are now setting robust M/WBE goals on each and every RFP. To meet those goals we will continue to encourage our vendors with master agreements to subcontract to Asian minority firms. In fiscal year 2021, Parks will be soliciting new professional services master agreements. The new solicitation will include a 5% point preference for MWBE firms which should encourage more MWBE firms to respond to said solicitations. With this we hope that Asian minority contracting will increase with both are prime and sub vendors. Variances in the past years performances may be accounted for in RFP cycle for professional services contracts. Also for any professional services not covered by our master contracts, we are using the MWBE non competitive method to the fullest extent possible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	3%	1%	1%

Justification: we will try to find qualified mwbe vendors. Contracts do not have any subcontracting and/or there is limited qualified mwbe vendor pool available

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	8%	8%	8%

Justification: Parks will continue to work on finding new certified mwbe vendors able to meet our goods needs.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Parks participates in all outreach opportunities to meet new firms. We are utilizing the MWBE Non-Competitive Purchase method whenever applicable in order to target Asian minority group vendors for FY 21. We also use the SBS database to find new vendors. For the limited number of contracting opportunities that we have we are setting robust M/WBE goals and encouraging our vendors to use a variety of M/WBE firms

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	8%	7%	5%

Justification: Preliminary data indicates that our M/WBE contracting to Hispanic minority firms was 6% last year. With that Parks expects to do less contracting to Hispanic minority firms due to the fiscal crises limiting the amount of construction contracting that Parks is proceeding with. We will make every effort to increase our construction contracting to Hispanic minority businesses through the utilization of the M/WBE Non-Competitive purchase method whenever possible. Additionally, Parks created a capital bids website that posts all of our available construction contracts. This site allows for more firms to easily access Parks' construction documents. The website also assists interested prime and subcontractors to connect by indicating their interest on the website.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	0%	1%

Justification: We will make every effort to utilize M/WBE firms for our needs in the professional services industry. To do this, we are now setting robust M/WBE goals on each and every RFP. To meet those goals we will continue to encourage our vendors with master agreements to subcontract to Hispanic minority firms. In fiscal year 2021, Parks will be soliciting new professional services master agreements. The new solicitation will include a 5% point preference for MWBE firms which should encourage more MWBE firms to respond to said solicitations. With this we hope that Hispanic minority contracting will increase with both are prime and sub vendors. Variances in the past years performances may be accounted for in RFP cycle for professional services contracts. Also for any professional services not covered by our master contracts, we are using the MWBE non competitive method to the fullest extent possible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	1%	1%	1%

Justification: limited qualified vendors available. Contracts do not have any subcontracting and/or there is no qualified mwbe vendor pool available

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	4%	7%	7%

Justification: Parks will continue to work on finding new certified mwbe vendors able to meet our goods needs.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

Parks participates in all outreach opportunities to meet new firms. We are utilizing the MWBE Non-Competitive Purchase method whenever applicable in order to target Hispanic minority group vendors for FY 21. We also use the SBS database to find new vendors. For the limited number of contracting opportunities that we have we are setting robust M/WBE goals and encouraging our vendors to use a variety of M/WBE firms

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0

Justification: This is new category that was just implemented in FY 2020. When reviewing the number of Native American construction contractors registered in the MWBE SBS database, there is only one contractor. With there only being one certified firm, there is too small of a pool of contractors.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0

Justification: This is new category that was just implemented in FY 2020. When reviewing the number of Native American Professional Service firms registered in the MWBE SBS database, there is only one. With there only being one certified firm, the pool is too small for a goal.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	N/A

Justification: Contracts do not have any subcontracting and/or there is no qualified mwbe vendor pool available

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	N/A

Justification: Parks will continue to work on finding new certified mwbe vendors able to meet our goods needs.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Parks participates in all outreach opportunities to meet new firms. We are utilizing the MWBE Non-Competitive Purchase method whenever applicable in order to target Native American minority group vendors for FY 21. We also use the SBS database to find new vendors. For the limited number of contracting opportunities that we have we are setting robust M/WBE goals and encouraging our vendors to use a variety of M/WBE firms

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	13%	10%	7%

Justification: Parks traditionally has a high WBE contracting percentage, but in FY 2020 our percentage went down to about 8%. This is due to a hold in new construction contracting as NYC switched to focusing primarily on Covid-19 contracting. We will make every effort to increase our construction contracting to women minority businesses through the utilization of the M/WBE Non-Competitive purchase method whenever possible. Additionally, Parks created a capital bids website that posts all of our available construction contracts. This site allows for more firms to easily access Parks' construction documents. The website also assists interested prime and subcontractors to connect by indicating their interest on the website. Despite our efforts, Parks was unable to register our normal number of construction contracts. With the fiscal limitations continuing we foresee a limited number of contracting opportunities leading us to reduce our WBE utilization rate.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	16%	24%	20%

Justification: We will make every effort to utilize M/WBE firms for our needs in the professional services industry. To do this, we are now setting robust M/WBE goals on each and every RFP. To meet those goals we will continue to encourage our vendors with master agreements to subcontract to women minority firms. In fiscal year 2021, Parks will be soliciting new professional services master agreements. The new solicitation will include a 5% point preference for MWBE firms which should encourage more MWBE firms to respond to said solicitations. With this we hope that women minority contracting will increase with both are prime and sub vendors. Variances in the past years performances may be accounted for in RFP cycle for professional services contracts. Also for any professional services not covered by our master contracts, we are using the MWBE non competitive method to the fullest extent possible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	4%	2%	2%

Justification: limited qualified mwbe pool. Contracts do not have any subcontracting and/or there is no qualified mwbe vendor pool available

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	32%	44%	44%

Justification: Parks will continue to work on finding new certified mwbe vendors able to meet our goods needs.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

Parks participates in all outreach opportunities to meet new firms. We are utilizing the MWBE Non-Competitive Purchase method whenever applicable in order to target WBE vendors for FY 21. We also use the SBS database to find new vendors. For the limited number of contracting opportunities that we have we are setting robust M/WBE goals and encouraging our vendors to use a variety of M/WBE firms

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.	

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<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

<b>1)</b>	<b>Name:</b> Joy Wang
	<b>Title:</b> Deputy Commissioner
	<b>Phone:</b> 212-360-1302
	<b>Email:</b> Joy.Wang@parks.nyc.gov

<b>2)</b>	<b>Name:</b> Christopher Adkins
	<b>Title:</b> Agency Chief Contracting Officer (DPR-C)
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<b>4)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
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<b>5)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Sanitation**

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M/WBE Officer Name: Kevin Wells	Telephone: 212-437-4877
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Email: KWells2@dsny.nyc.gov
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ACCO Name: Kirk Eng	Telephone: 212-437-5048
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Email: kieng@dsny.nyc.gov
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	1%	0%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase (with construction added as an industry), and the Project Labor Agreement increase, DSNY believes the utilization goal of 5% in this category is feasible.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	1%	16%	10%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming professional services procurements by the Agency, DSNY believes the utilization goal of 10% in this category is feasible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	0%	0%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming standard services procurements by the Agency, DSNY believes the utilization goal of 5% in this category is feasible.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	7%	7%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming goods procurements by the Agency, DSNY believes the utilization goal of 5% in this category is feasible.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

In order to achieve the goals listed above, DSNY plans to do the following but is not limited to: engaging in outreach activities and networking events, encourage eligible firms to apply for certification, set high M/WBE participation goals when feasible, advertise procurement opportunities in minority publications, encourage primes to enter into joint venture with M/WBEs, ensure prime contractors compliance with all LL1 and the respective participation goals, and expand the DSNY M/WBE SOAR program/database.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	41%	5%	10%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase (with construction added as an industry), and the Project Labor Agreement increase, DSNY believes the utilization goal of 10% in this category is feasible.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	4%	2%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming professional services procurements by the Agency, DSNY believes the utilization goal of 5% in this category is feasible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	1%	0%	2%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming standard services procurements by the Agency, DSNY believes the utilization goal of 2% in this category is feasible.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	9%	12%	9%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming goods procurements by the Agency, DSNY believes the utilization goal of 9% in this category is feasible.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

In order to achieve the goals listed above, DSNY plans to do the following but is not limited to: engaging in outreach activities and networking events, encourage eligible firms to apply for certification, set high M/WBE participation goals when feasible, advertise procurement opportunities in minority publications, encourage primes to enter into joint venture with M/WBEs, ensure prime contractors compliance with all LL1 and the respective participation goals, and expand the DSNY M/WBE SOAR program/database.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	1%	0%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase (with construction added as an industry), and the Project Labor Agreement increase, DSNY believes the utilization goal of 5% in this category is feasible.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	3%	21%	10%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming professional services procurements by the Agency, DSNY believes the utilization goal of 10% in this category is feasible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	0%	0%	2%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming standard services procurements by the Agency, DSNY believes the utilization goal of 2% in this category is feasible.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	5%	6%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming goods procurements by the Agency, DSNY believes the utilization goal of 5% in this category is feasible.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

In order to achieve the goals listed above, DSNY plans to do the following but is not limited to: engaging in outreach activities and networking events, encourage eligible firms to apply for certification, set high M/WBE participation goals when feasible, advertise procurement opportunities in minority publications, encourage primes to enter into joint venture with M/WBEs, ensure prime contractors compliance with all LL1 and the respective participation goals, and expand the DSNY M/WBE SOAR program/database.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	N/A

Justification: As a new category being established, DSNY will need additional information on the vendors - industry, type of experience, and number of vendors certified, etc... prior to establishing a goal. Once this information is available, DSNY will update the plan.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	N/A

Justification: As a new category being established, DSNY will need additional information on the vendors - industry, type of experience, and number of vendors certified, etc... prior to establishing a goal. Once this information is available, DSNY will update the plan.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	N/A

Justification: As a new category being established, DSNY will need additional information on the vendors - industry, type of experience, and number of vendors certified, etc... prior to establishing a goal. Once this information is available, DSNY will update the plan.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	N/A

Justification: As a new category being established, DSNY will need additional information on the vendors - industry, type of experience, and number of vendors certified, etc... prior to establishing a goal. Once this information is available, DSNY will update the plan.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	2%	0%	10%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase (with construction added as an industry), and the Project Labor Agreement increase, DSNY believes the utilization goal of 10% in this category is feasible.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	4%	36%	20%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming professional services procurements by the Agency, DSNY believes the utilization goal of 20% in this category is feasible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	2%	3%	5%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming standard services procurements by the Agency, DSNY believes the utilization goal of 5% in this category is feasible.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	28%	43%	20%

Justification: In analyzing the number of certified M/WBEs, Citywide goal, the FY performances for the Agency, the M/WBE discretionary increase, and the upcoming goods procurements by the Agency, DSNY believes the utilization goal of 20% in this category is feasible.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

In order to achieve the goals listed above, DSNY plans to do the following but is not limited to: engaging in outreach activities and networking events, encourage eligible firms to apply for certification, set high M/WBE participation goals when feasible, advertise procurement opportunities in minority publications, encourage primes to enter into joint venture with M/WBEs, ensure prime contractors compliance with all LL1 and the respective participation goals, and expand the DSNY M/WBE SOAR program/database.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	

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<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |               |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |                      |               |                                         |               |               |               |                           |
|---------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------------|---------------|-----------------------------------------|---------------|---------------|---------------|---------------------------|
| <b>1)</b>     | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;"><b>Name:</b></td> <td style="padding: 2px;">Kirk Eng</td> </tr> <tr> <td style="padding: 2px;"><b>Title:</b></td> <td style="padding: 2px;">Agency Chief Contracting Officer</td> </tr> <tr> <td style="padding: 2px;"><b>Phone:</b></td> <td style="padding: 2px;">(212)437-5048</td> </tr> <tr> <td style="padding: 2px;"><b>Email:</b></td> <td style="padding: 2px;">kieng@dsny.nyc.gov</td> </tr> </table>                           | <b>Name:</b> | Kirk Eng             | <b>Title:</b> | Agency Chief Contracting Officer        | <b>Phone:</b> | (212)437-5048 | <b>Email:</b> | kieng@dsny.nyc.gov        |
| <b>Name:</b>  | Kirk Eng                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                |              |                      |               |                                         |               |               |               |                           |
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| <b>2)</b>     | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;"><b>Name:</b></td> <td style="padding: 2px;">Kevin G. Wells</td> </tr> <tr> <td style="padding: 2px;"><b>Title:</b></td> <td style="padding: 2px;">Chief Supplier Diversity Officer</td> </tr> <tr> <td style="padding: 2px;"><b>Phone:</b></td> <td style="padding: 2px;">(212)437-4877</td> </tr> <tr> <td style="padding: 2px;"><b>Email:</b></td> <td style="padding: 2px;">KeWells@dsny.nyc.gov</td> </tr> </table>                   | <b>Name:</b> | Kevin G. Wells       | <b>Title:</b> | Chief Supplier Diversity Officer        | <b>Phone:</b> | (212)437-4877 | <b>Email:</b> | KeWells@dsny.nyc.gov      |
| <b>Name:</b>  | Kevin G. Wells                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |              |                      |               |                                         |               |               |               |                           |
| <b>Title:</b> | Chief Supplier Diversity Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |              |                      |               |                                         |               |               |               |                           |
| <b>Phone:</b> | (212)437-4877                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |              |                      |               |                                         |               |               |               |                           |
| <b>Email:</b> | KeWells@dsny.nyc.gov                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |                      |               |                                         |               |               |               |                           |
| <b>3)</b>     | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;"><b>Name:</b></td> <td style="padding: 2px;">Mehak Kapoor</td> </tr> <tr> <td style="padding: 2px;"><b>Title:</b></td> <td style="padding: 2px;">Deputy Agency Chief Contracting Officer</td> </tr> <tr> <td style="padding: 2px;"><b>Phone:</b></td> <td style="padding: 2px;">(212)437-5053</td> </tr> <tr> <td style="padding: 2px;"><b>Email:</b></td> <td style="padding: 2px;">mkapoor@dsny.nyc.gov</td> </tr> </table>              | <b>Name:</b> | Mehak Kapoor         | <b>Title:</b> | Deputy Agency Chief Contracting Officer | <b>Phone:</b> | (212)437-5053 | <b>Email:</b> | mkapoor@dsny.nyc.gov      |
| <b>Name:</b>  | Mehak Kapoor                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |              |                      |               |                                         |               |               |               |                           |
| <b>Title:</b> | Deputy Agency Chief Contracting Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |                      |               |                                         |               |               |               |                           |
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| <b>Email:</b> | mkapoor@dsny.nyc.gov                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |                      |               |                                         |               |               |               |                           |
| <b>4)</b>     | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;"><b>Name:</b></td> <td style="padding: 2px;">Jonathan Silverstein</td> </tr> <tr> <td style="padding: 2px;"><b>Title:</b></td> <td style="padding: 2px;">Deputy Agency Chief Contracting Officer</td> </tr> <tr> <td style="padding: 2px;"><b>Phone:</b></td> <td style="padding: 2px;">(212)437-5049</td> </tr> <tr> <td style="padding: 2px;"><b>Email:</b></td> <td style="padding: 2px;">jsilverstein@dsny.nyc.gov</td> </tr> </table> | <b>Name:</b> | Jonathan Silverstein | <b>Title:</b> | Deputy Agency Chief Contracting Officer | <b>Phone:</b> | (212)437-5049 | <b>Email:</b> | jsilverstein@dsny.nyc.gov |
| <b>Name:</b>  | Jonathan Silverstein                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |              |                      |               |                                         |               |               |               |                           |
| <b>Title:</b> | Deputy Agency Chief Contracting Officer                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |              |                      |               |                                         |               |               |               |                           |
| <b>Phone:</b> | (212)437-5049                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |              |                      |               |                                         |               |               |               |                           |
| <b>Email:</b> | jsilverstein@dsny.nyc.gov                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                               |              |                      |               |                                         |               |               |               |                           |
| <b>5)</b>     | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; padding: 2px;"><b>Name:</b></td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><b>Title:</b></td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><b>Phone:</b></td> <td style="padding: 2px;"></td> </tr> <tr> <td style="padding: 2px;"><b>Email:</b></td> <td style="padding: 2px;"></td> </tr> </table>                                                                                                  | <b>Name:</b> |                      | <b>Title:</b> |                                         | <b>Phone:</b> |               | <b>Email:</b> |                           |
| <b>Name:</b>  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |                      |               |                                         |               |               |               |                           |
| <b>Title:</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |                      |               |                                         |               |               |               |                           |
| <b>Phone:</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |                      |               |                                         |               |               |               |                           |
| <b>Email:</b> |                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                         |              |                      |               |                                         |               |               |               |                           |

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Information Technology & Telecommunications**

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Street Address: 2 Metrotech Center, Floor P1, Brooklyn NY, 11201
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M/WBE Officer Name: Guy Oliveri	Telephone: (646) 632-7151
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ACCO Name: Robert Aboulafia	Telephone: (646) 745-5061
Email: raboulafia@doitt.nyc.gov	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	100%	0%

Justification: Historically, The Department of Information Technology & Telecommunications does not procure construction services. We currently have no plans for construction services during FY21, thus no Local Law 1 utilization goals will be established.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	1%	1%

Justification: DoITT's performance in this category will be affected by the renewal of citywide wireless services contract to a non-M/WBE valued at \$35M. DoITT continues its efforts to identify and engage with Black-owned MWBEs in the hope of awarding more contracts in this category. In FY21 or FY22, DoITT will issue a new solicitation for Systems Integration and Quality Control Citywide Master Agreements which will be restructured to increase M/WBE participation in the Professional Services area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	1%	1%	1%

Justification: The registration of a large telecom contract valued at \$132M in FY21 affects our MWBE utilization in this category because there is no availability of MWBE telecommunication providers/carriers that meet City agency communication services requirements. There may be some opportunities for MWBE's in this category for services such as inspections, industry information services, and software training. However, historically DoITT does not procure a lot of standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	0%	8%	15%

Justification: DoITT anticipates consistent and strong performance for Black-owned firms in this industry. It is important to note that vendors must be authorized to resell by the manufacturer in order for us to purchase from them. DoITT will continue its efforts to engage with MWBE's at various networking events in hopes of awarding more contracts to MWBE's in this category.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

DoITT intends to continue engaging in outreach activities and networking events; encourage eligible firms to apply for M/WBE certification; conduct detailed analysis for each contract to determine goals based on availability; increase advertising of procurement opportunities to minority groups, councils, and publications; and continue to ensure Primes are meeting their MWBE subcontracting goals. Additionally, DoITT will continue to work closely with OM/WBE and SBS to ensure we are aware of M/WBEs available and how to best match to contract opportunities.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	0%	0%	0%

Justification: Historically, The Department of Information Technology & Telecommunications does not procure construction services. We currently have no plans for construction services during FY21, thus no Local Law 1 utilization goals will be established.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	2%	7%	2%

Justification: DoITT's performance in this category will be affected by the renewal of citywide wireless services contract to a non-M/WBE valued at \$35M. DoITT continues its efforts to identify and engage with Asian-owned MWBEs in the hope of awarding more contracts in this category. In FY21 or FY22, DoITT will issue a new solicitation for Systems Integration and Quality Control Citywide Master Agreements which will be restructured to increase M/WBE participation in the Professional Services area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	1%	6%	1%

Justification: The registration of a large telecom contract valued at \$132M in FY21 affects our MWBE utilization in this category because there is no availability of MWBE telecommunication providers/carriers that meet City agency communication services requirements. There may be some opportunities for MWBE's in this category for services such as inspections, industry information services, and software training. However, historically DoITT does not procure a lot of standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	26%	31%	30%

Justification: DoITT anticipates consistent and strong performance for Asian-owned firms in this industry. It is important to note that vendors must be authorized to resell by the manufacturer in order for us to purchase from them. DoITT will continue its efforts to engage with MWBE's at various networking events in hopes of awarding more contracts to MWBE's in this category.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

DoITT intends to continue engaging in outreach activities and networking events; encourage eligible firms to apply for M/WBE certification; conduct detailed analysis for each contract to determine goals based on availability; increase advertising of procurement opportunities to minority groups, councils, and publications; and continue to ensure Primes are meeting their MWBE subcontracting goals. Additionally, DoITT will continue to work closely with OM/WBE and SBS to ensure we are aware of M/WBEs available and how to best match to contract opportunities.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	0%

Justification: Historically, The Department of Information Technology & Telecommunications does not procure construction services. We currently have no plans for construction services during FY21, thus no Local Law 1 utilization goals will be established.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	2%	0%	10%

Justification: DoITT's performance in this category will be affected by the renewal of citywide wireless services contract to a non-M/WBE valued at \$35M. On the positive side, we will be awarding a contract valued at \$5.5M to an Hispanic-owned firm. DoITT continues its efforts to identify and engage with Hispanic-owned MWBEs in the hope of awarding more contracts in this category. In FY21 or FY22, DoITT will issue a new solicitation for Systems Integration and Quality Control Citywide Master Agreements which will be restructured to increase M/WBE participation in the Professional Services area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	46%	67%	1%

Justification: The registration of a large telecom contract valued at \$132M in FY21 affects our MWBE utilization in this category because there is no availability of MWBE telecommunication providers/carriers that meet City agency communication services requirements. There may be some opportunities for MWBE's in this category for services such as inspections, industry information services, and software training. However, historically DoITT does not procure a lot of standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	21%	29%	30%

Justification: DoITT anticipates consistent and strong performance for Hispanic-owned firms in this industry. It is important to note that vendors must be authorized to resell by the manufacturer in order for us to purchase from them. DoITT will continue its efforts to engage with MWBE's at various networking events in hopes of awarding more contracts to MWBE's in this category.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

DoITT intends to continue engaging in outreach activities and networking events; encourage eligible firms to apply for M/WBE certification; conduct detailed analysis for each contract to determine goals based on availability; increase advertising of procurement opportunities to minority groups, councils, and publications; and continue to ensure Primes are meeting their MWBE subcontracting goals. Additionally, DoITT will continue to work closely with OM/WBE and SBS to ensure we are aware of M/WBEs available and how to best match to contract opportunities.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: Historically, The Department of Information Technology & Telecommunications does not procure construction services. We currently have no plans for construction services during FY21, thus no Local Law 1 utilization goals will be established.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0%

Justification: DoITT's performance in this category will be affected by the renewal of citywide wireless services contract to a non-M/WBE valued at \$35M. DoITT continues its efforts to identify and engage with Native American-owned MWBEs in the hope of awarding more contracts in this category. In FY21 or FY22, DoITT will issue a new solicitation for Systems Integration and Quality Control Citywide Master Agreements which will be restructured to increase M/WBE participation in the Professional Services area. However, as we stated in the Goods Justification below, there is limited visibility in this category (no way to search this category in directory, and we have not encountered such firms at networking events).

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0%

Justification: The registration of a large telecom contract valued at \$132M in FY21 affects our MWBE utilization in this category because there is no availability of MWBE telecommunication providers/carriers that meet City agency communication services requirements. There may be some opportunities for MWBE's in this category for services such as inspections, industry information services, and software training. However, historically DoITT does not procure a lot of standard services. Also, as we stated in the Goods Justification below, there is limited visibility in this category (no way to search this category in directory, and we have not encountered such firms at networking events).

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	0%

Justification: Due to limited visibility in Native American category (no way to search this category in directory, and have not encountered such firms at networking events), a low Local Law 1 goal will be established for FY21. DoITT will continue its efforts to identify and engage with Native American-owned firms in the hopes of awarding more contracts in this category.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

DoITT intends to continue engaging in outreach activities and networking events; encourage eligible firms to apply for M/WBE certification; conduct detailed analysis for each contract to determine goals based on availability; increase advertising of procurement opportunities to minority groups, councils, and publications; and continue to ensure Primes are meeting their MWBE subcontracting goals. Additionally, DoITT will continue to work closely with OM/WBE and SBS to ensure we are aware of M/WBEs available and how to best match to contract opportunities.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	0%	0%	0%

Justification: Historically, The Department of Information Technology & Telecommunications does not procure construction services. We currently have no plans for construction services during FY21, thus no Local Law 1 utilization goals will be established.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	2%	9%	2%

Justification: DoITT's performance in this category will be affected by the renewal of citywide wireless services contract to a non-M/WBE valued at \$35M. DoITT continues its efforts to identify and engage with Woman-owned MWBEs in the hope of awarding more contracts in this category. In FY21 or FY22, DoITT will issue a new solicitation for Systems Integration and Quality Control Citywide Master Agreements which will be restructured to increase M/WBE participation in the Professional Services area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	40%	76%	1%

Justification: The registration of a large telecom contract valued at \$132M in FY21 affects our MWBE utilization in this category because there is no availability of MWBE telecommunication providers/carriers that meet City agency communication services requirements. There may be some opportunities for MWBE's in this category for services such as inspections, industry information services, and software training. However, historically DoITT does not procure a lot of standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	29%	31%	15%

Justification: DoITT anticipates solid performance for Woman-owned firms in this industry. It is important to note that vendors must be authorized to resell by the manufacturer in order for us to purchase from them. DoITT will continue its efforts to engage with MWBE's at various networking events in hopes of awarding more contracts to MWBE's in this category.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

DoITT intends to continue engaging in outreach activities and networking events; encourage eligible firms to apply for M/WBE certification; conduct detailed analysis for each contract to determine goals based on availability; increase advertising of procurement opportunities to minority groups, councils, and publications; and continue to ensure Primes are meeting their MWBE subcontracting goals. Additionally, DoITT will continue to work closely with OM/WBE and SBS to ensure we are aware of M/WBEs available and how to best match to contract opportunities.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	

DoITT is committed to increasing opportunities for M/WBE's in the IT & Telecom Industries. In the Goods industry, DoITT has been diligent in making manufacturers aware of the importance of expanding their M/WBE network. We are also looking at other contracting models that could lead to increased participation. In Professional Services, we will be issuing a new solicitation in FY21 or FY22 for SI and QC services with much stronger mechanisms and language around M/WBE participation. In the Standard Services industry, DoITT has had calls with Telecom vendors to understand their diversity practices and how they work with M/WBE's. Additionally, DoITT monitors M/WBE usage on our intergovernmental contracts even though they are not subject to LL1. DoITT is passionate about expanding M/WBE opportunities even when it does not get reflected in LL1 or OneNYC numbers. DoITT will continue to strive for innovative and inclusive contracting.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |           |                                                                                         |
|-----------|-----------------------------------------------------------------------------------------|
| <b>1)</b> | <b>Name:</b> Janine Gilbert                                                             |
|           | <b>Title:</b> First Deputy Commissioner and Chief Diversity Officer/Chief M/WBE Officer |
|           | <b>Phone:</b> (332) 215-5145                                                            |
|           | <b>Email:</b> janine@doitt.nyc.gov                                                      |
- |           |                                                                          |
|-----------|--------------------------------------------------------------------------|
| <b>2)</b> | <b>Name:</b> Rachel Laiserin                                             |
|           | <b>Title:</b> Associate Commissioner - Procurement and Vendor Management |
|           | <b>Phone:</b> (917) 620-3892                                             |
|           | <b>Email:</b> rlaiserin@doitt.nyc.gov                                    |
- |           |                                         |
|-----------|-----------------------------------------|
| <b>3)</b> | <b>Name:</b> Robert Aboulaflia          |
|           | <b>Title:</b> ACCO                      |
|           | <b>Phone:</b> (646) 745-5061            |
|           | <b>Email:</b> raboulaflia@doitt.nyc.gov |
- |           |                                      |
|-----------|--------------------------------------|
| <b>4)</b> | <b>Name:</b> Guy Oliveri             |
|           | <b>Title:</b> M/WBE Officer          |
|           | <b>Phone:</b> 646-632-7151           |
|           | <b>Email:</b> goliveri@doitt.nyc.gov |
- |           |                                        |
|-----------|----------------------------------------|
| <b>5)</b> | <b>Name:</b> Shannez Thompson          |
|           | <b>Title:</b> M/WBE Compliance Analyst |
|           | <b>Phone:</b> (646) 430-1588           |
|           | <b>Email:</b> shthompson@doitt.nyc.gov |

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**NYC Fire Department**

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Street Address: 9 MetroTech Center, Brooklyn, NY 11201
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M/WBE Officer Name: Lizette Christoff
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ACCO Name: Barry Greenspan
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Telephone: 718-999-1221
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	1%	0%	5%

Justification: The FDNY does not have any formal construction contracts that will be awarded in FY21. In FY 20, the FDNY awarded only \$29,500 in prime construction contracts under \$100,000. Most likely, any utilization in this area in FY21 will come directly from subcontract awards (specifically from FDNY's recently awarded General Contracting, Plumbing and Electrical services contracts) or from the M/WBE Noncompetitive Small Purchase Method if unforeseen Construction needs arise. Historically, the FDNY has had a low utilization in this area. However, considering the Citywide Goal of 12%, the FDNY will set a goal of 5% in this area. FDNY will suggest Black owned construction firms where applicable as subcontractors for non-M/WBE prime construction vendors.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	5%	5%

Justification: The FDNY does not have any formal professional services contracts that will be released in FY21. In FY 20, the FDNY utilized Black owned vendors for 17% of the Department's professional services awards. The two major awards were a prime award to a Black WBE firm for a Custom Fire Department Public Course Training Program and a large subcontract award for IT Professional Services. For FY21, we do not anticipate a substantial need for subcontract awards in this area. Most of FDNY's professional service contracts that have already been awarded have a full roster of M/WBE subcontractors. Considering the Citywide Goal of 12.15%, the FDNY will set a goal of 5% in this area. FDNY will focus on making awards in this area through the M/WBE Non-Competitive Small Purchase Method as needs arise.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	1%	0%	7%

Justification: FDNY is awarding a \$1 Million contract to a Black-owned company, TR Insurance Agency, Inc. for the provision of Auto Insurance Claims Management and Collection Services. FDNY anticipates the award of three other contracts (two CSBs, one M/WBE Noncompetitive Small Purchase) in this industry where Black-owned vendors have expressed interest. The awards are for Maintenance, Configuration, Relocation and Modification Services for Telecommunications Equipment for \$2.5 Million, Preventative Maintenance & Repair Services for Uninterruptible Power Systems and Batteries for \$400,000 and Printing, Invoicing and Mail Distribution Services for \$800,000. FDNY considered the available opportunity in this industry and other standard service awards in areas which lack M/WBE availability, FDNY will set a 7% goal for FY21.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	13%	7%	11%

Justification: FDNY set a 11% M/WBE Utilization Goal in this area based on historical spend and utilization and considering the availability of NYC certified Black MBE firms that provide the types of goods that the FDNY typically procures.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

FDNY will utilize the M/WBE Noncompetitive Small Purchase Method whenever possible to award directly to NYC Certified black MBE vendors. For larger scale contracts such as Competitive Sealed Bids and RFPs, FDNY will continue to perform extensive outreach prior to the solicitation process when setting M/WBE Goals and completing the M/WBE Participation Goals worksheet. In addition, FDNY will continue to engage the M/WBE community during the procurement process by ensuring that all vendors who provide the applicable goods and services are contacted regarding the solicitation and that their procurement questions are answered during the solicitation process. Post award, if a contract with M/WBE Utilization goals is awarded to a non-M/WBE vendor, the FDNY will assist the prime vendor in searching for and utilizing Black owned businesses.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	15%	44%	15%

Justification: The FDNY does not have any formal construction contracts that will be awarded in FY21. In FY 20, the FDNY made two subcontracting awards to Asian owned vendors totaling \$2.1 Million. However, due to the fact that the FDNY made awards totaling over \$48 Million in this industry, FDNY's utilization was 0% in FY20. Most likely, any utilization in this area in FY21 will come directly from subcontract awards (specifically from FDNY's recently awarded General Contracting, Plumbing and Electrical services contracts) or from the M/WBE Noncompetitive Small Purchase Method if unforeseen Construction needs arise. In FY18 and FY19 the FDNY performed well in this area. Considering the Citywide Goal of 11%, the FDNY will set a goal of 15% in this area.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	0%	44%	10%

Justification: The FDNY does not have any formal professional services contracts that will be released in FY21. In FY 20, the FDNY made two subcontracting awards to Asian owned businesses in this area, totaling \$590,000. FDNY's FY20 Utilization in this area was 15%. For FY21, we do not anticipate a substantial need for subcontract awards in this area. Most of FDNY's professional service contracts that have already been awarded have a full roster of M/WBE subcontractors. However, considering the the Citywide Goal of 9.56%, and the possibility of making awards via the M/WBE Noncompetitive Small Purchase Method, FDNY will set a goal of 10% in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	0%	58%	10%

Justification: FDNY is awarding a \$5.98 Million contract to a company pending M/WBE certification as an Asian owned business, ARC Document Solutions, LLC., for the provision of Reproduction Services. In addition, FDNY awarded a \$500,000 M/WBE Non competitive Small Purchase to an Asian owned MBE vendor for the provision of Food Preparation Services for FDNY's Front Line Supervisor Training Program. FDNY also anticipates the award of three other contracts (two CSBs, one M/WBE Noncompetitive Small Purchase) in this industry where Asian-owned vendors have expressed interest. The awards are for Maintenance, Configuration, Relocation and Modification Services for Telecommunications Equipment for \$2.5 Million, Preventative Maintenance & Repair Services for Uninterruptible Power Systems and Batteries for \$400,000, and Printing, Invoicing and Mail Distribution Services for \$800,000. Considering the large award to ARC Document Solutions, LLC., FDNY will set a 10% goal in this area for FY21.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	14%	11%	16%

Justification: FDNY set a 16% M/WBE Utilization Goal in this area based on historical spend and utilization and considering the availability of NYC certified Asian MBE firms that provide the types of goods that the FDNY typically procures.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

FDNY will utilize the M/WBE Noncompetitive Small Purchase Method whenever possible to award directly to NYC Certified Asian MBE vendors. For larger scale contracts such as Competitive Sealed Bids and RFPs, FDNY will continue to perform extensive outreach prior to the solicitation process when setting M/WBE Goals and completing the M/WBE Participation Goals worksheet. In addition, FDNY will continue to engage the M/WBE community during the procurement process by ensuring that all vendors who provide the applicable goods and services are contacted regarding the solicitation and that their procurement questions are answered during the solicitation process. Post award, if a contract with M/WBE Utilization goals is awarded to a non-M/WBE vendor, the FDNY will assist the prime vendor in searching for and utilizing Asian owned businesses.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	7%	9%	10%

Justification: The FDNY does not have any formal construction contracts that will be awarded in FY21. In FY 20, the FDNY made one subcontract award, totaling \$250,000 to a Hispanic owned business in this area. FDNY projects that any utilization in this area in FY21 will come directly from subcontract awards (specifically from FDNY's recently awarded General Contracting, Plumbing and Electrical services contracts) or from the M/WBE Noncompetitive Small Purchase Method if unforeseen Construction needs arise. Historically, the FDNY has had a low utilization in this area. However, considering the Citywide Goal of 17.95%, the FDNY will set a goal of 10% in this area. FDNY will suggest Hispanic owned construction firms where applicable as subcontractors for non-M/WBE prime construction vendors.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	0%	9%

Justification: The FDNY does not have any formal professional services contracts that will be released in FY21. In FY 20, the FDNY made one prime award to a Hispanic owned business for \$50,500 for the provision of Executive Search services. FDNY's FY20 Utilization in this area was 0% due to the size of other awards made to non-m/wbes in this area. For FY21, we do not anticipate a substantial need for subcontract awards in this area. Most of FDNY's professional service contracts that have already been awarded have a full roster of M/WBE subcontractors. Historically, the FDNY has had low utilization in this area. Considering the Citywide Goal of 8.78%, and the possibility of making awards via the M/WBE Noncompetitive Small Purchase Method, FDNY will set a goal of 9% in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	0%	1%	11%

Justification: FDNY anticipates the award of one contract in this industry where Hispanic-owned vendors have expressed interest. The award is for Maintenance, Configuration, Relocation and Modification Services for Telecommunications Equipment for \$2.5 Million. Considering FDNY's historically low performance in this area, but also the possibility of Hispanic owned vendor participation in the bid indicated above, FDNY will strive to meet the Citywide Goal of 11%.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	6%	11%	8%

Justification: FDNY set a 8% M/WBE Utilization Goal in this area based on historical spend and utilization and considering the availability of NYC certified Hispanic MBE firms that provide the types of goods that the FDNY typically procures.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

FDNY will utilize the M/WBE Noncompetitive Small Purchase Method whenever possible to award directly to NYC Certified Hispanic MBE vendors. For larger scale contracts such as Competitive Sealed Bids and RFPs, FDNY will continue to perform extensive outreach prior to the solicitation process when setting M/WBE Goals and completing the M/WBE Participation Goals worksheet. In addition, FDNY will continue to engage the M/WBE community during the procurement process by ensuring that all vendors who provide the applicable goods and services are contacted regarding the solicitation and that their procurement questions are answered during the solicitation process. Post award, if a contract with M/WBE Utilization goals is awarded to a non-M/WBE vendor, the FDNY will assist the prime vendor in searching for and utilizing Hispanic owned businesses.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	1%

Justification: After considering the Citywide Goal in this category, FDNY has set a 1% Goal in this area for FY20. Although there is currently a lack of availability of certified Native American vendors in the SBS database, FDNY hopes to use the M/WBE Noncompetitive Small Purchase Method to make awards to this group once the vendor pool expands. FDNY will also encourage non-M/WBE prime vendors to make subcontracting awards to Native American-owned businesses where possible.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	1%

Justification: After considering the Citywide Goal in this category, FDNY has set a 1% Goal in this area for FY20. Although there is currently a lack of availability of certified Native American vendors in the SBS database, FDNY hopes to use the M/WBE Noncompetitive Small Purchase Method to make awards to this group once the vendor pool expands. FDNY will also encourage non-M/WBE prime vendors to make subcontracting awards to Native American-owned businesses where possible.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0%

Justification: After considering the Citywide Goal in this category, FDNY has set a 0% Goal in this area for FY21. FDNY performed a search of the SBS database to determine vendor availability in this area, and currently there are zero vendors certified as Native American. Therefore, the FDNY's goal is based on the lack of availability of Native American certified vendors.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	1%

Justification: After considering the Citywide Goal in this category, FDNY has set a 1% Goal in this area for FY20. Although there is currently a lack of availability of certified Native American vendors in the SBS database, FDNY hopes to use the M/WBE Noncompetitive Small Purchase Method to make awards to this group once the vendor pool expands.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The FDNY will continue to search the SBS database to gauge the availability of M/WBE vendors certified as Native American. As vendors become certified, the FDNY will solicit them based on the goods or services that they can provide. The M/WBE Noncompetitive Small Purchase Method will be the best way to target awards for this group once vendors are available.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	14%	8%	7%

Justification: The FDNY does not have any formal construction contracts that will be awarded in FY21. In FY 20, the FDNY awarded only one \$29,500 prime contract award to a women-owned business. Most likely, any utilization in this area in FY21 will come directly from subcontract awards (specifically from FDNY's recently awarded General Contracting, Plumbing and Electrical services contracts) or from the M/WBE Noncompetitive Small Purchase Method if unforeseen Construction needs arise. The number of women-owned businesses that provide construction services has increased from 685 to 700 which provides a large pool for FDNY to solicit for prime and subcontractor awards. In FY20, FDNY's Utilization in this area was 0%. However, considering the Citywide Goal of 25.66%, the FDNY will set a goal of 7% in this area.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	15%	7%	13%

Justification: Justification: The FDNY does not have any formal professional services contracts that will be released in FY21. In FY 20, the FDNY utilized Women-owned Businesses for 36% of the Department's professional services awards. For FY21, we do not anticipate a substantial need for subcontract awards in this area. Most of FDNY's professional service contracts that have already been awarded have a full roster of M/WBE subcontractors. Considering the Citywide Goal of 37%, the FDNY will set a goal of 13% in this area. FDNY will focus on making awards in this area through the M/WBE Non-Competitive Small Purchase Method as needs arise.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	1%	3%	20%

Justification: In FY 20, the FDNY utilized Women-owned Businesses for 21% of the Department's standard services awards. In FY21, FDNY anticipates the award of three other contracts (two CSBs, one M/WBE Noncompetitive Small Purchase) in this industry where Women-owned vendors have expressed interest. The awards are for Maintenance, Configuration, Relocation and Modification Services for Telecommunications Equipment for \$2.5 Million, Preventative Maintenance & Repair Services for Uninterruptible Power Systems and Batteries for \$400,000 and Printing, Invoicing and Mail Distribution Services for \$800,000. The number of certified women-owned businesses that provide standard services has increased from 694 to 1,174 which provides a larger pool for FDNY to solicit for prime and subcontractor awards. Considering the Citywide Goal of 29.26%, the FDNY will set a goal of 20% in this area.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	23%	43%	45%

Justification: FDNY has made significant progress in the procurement of goods from Women owned businesses in this category, partly due to increased outreach to M/WBE vendors and the FDNY's policy that all buyers should first attempt to utilize the M/WBE Noncompetitive Small Purchase Method prior to bidding competitively. In FY 20, FDNY awarded 49% of the Agency's goods purchases to women-owned businesses. Considering the Citywide Goal, past performance, and the availability of a large pool of certified vendors, FDNY has set a 45% utilization goal in this area.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

FDNY will utilize the M/WBE Noncompetitive Small Purchase Method whenever possible to award directly to NYC Certified WBE vendors. For larger scale contracts such as Competitive Sealed Bids and RFPs, FDNY will continue to perform extensive outreach prior to the solicitation process when setting M/WBE Goals and completing the M/WBE Participation Goals worksheet. In addition, FDNY will continue to engage the M/WBE community during the procurement process by ensuring that all vendors who provide the applicable goods and services are contacted regarding the solicitation and that their procurement questions are answered during the solicitation process. Post award, if a contract with M/WBE Utilization goals is awarded to a non-M/WBE vendor, the FDNY will assist the prime vendor in searching for and utilizing Women owned businesses.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<p>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</p>	
<p>FDNY does not have any additional information to provide at this time.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

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**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Housing Preservation & Development**



100 Gold Street
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	12%	1%	1%	2%

Justification: This category primarily consists of the procurement of contractors to conduct critical and urgent repairs to private residential buildings and demolition-related services for structures deemed unsafe. HPD primarily utilizes PQL lists to select construction related vendors, few construction contracts are competitively bid. Consequently, the Agency will work to recruit and add to its PQLs more companies lead by Black Minority Group members.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	11.81%	0%	0%	5%

Justification: HPD has had very little spending in this category over the past several years. Much spending in this category is excluded from Local Law 1 because those services are primarily IT consulting services that tend to be procured off of task orders. HPD will optimize its discretionary opportunities to increase the utilization of businesses led by Black Minority Group members

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	14.32%	43%	24%	5%

Justification: While HPD has had increased performance in this category in FY18 and FY19, that has been as a result of registering one large standard services contract for each year. We anticipate limited solicitations in this category for the current fiscal year and consequently are adopting a lower goal in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	5.94%	1%	0%	2%

Justification: While this has been a historically low category of contract awards except for one large award in FY17, HPD will optimize its discretionary opportunities to increase the utilization of Black Minority Group members in this category.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

HPD is working with teams across the agency to identify discretionary spending needs. On that basis, HPD will perform outreach to certified Black Minority Group members to increase contracting opportunities thereby increasing the utilization of these businesses.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	38%	62%	11.10%

Justification: HPD has shown good performance in this category with Asian Minority Group vendors and is therefore adopting the citywide goal in this contract category.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	0%	39%	9.40%

Justification: HPD has shown good performance in this category with Asian Minority Group vendors and is therefore adopting the citywide goal in this contract category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	2%	18%	9.88%

Justification: HPD has shown good performance in this category with Asian Minority Group vendors and is therefore adopting the citywide goal in this contract category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	9%	26%	10.59%

Justification: HPD has shown good performance in this category with Asian Minority Group vendors and is therefore adopting the citywide goal in this contract category.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	2%	1%	5%

Justification: This category primarily consists of the procurement of contractors to conduct critical and urgent repairs to private residential buildings and demolition-related services for structures deemed unsafe. HPD primarily utilizes PQL lists to select construction related vendors, few construction contracts are competitively bid. Consequently, the Agency will work to recruit and add to its PQLs more companies led by Hispanic Minority Group members.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	9%	5%

Justification: HPD has had very little spending in this category over the past several years. Much spending in this category is excluded from Local Law 1 because those services are primarily IT consulting services that tend to be procured off of task orders. Based on the FY19 increase in performance, HPD will continue to optimize its discretionary opportunities to increase the utilization of Hispanic Minority Group vendors in this category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	1%	4%	10.20%

Justification: While HPD has had increased performance in this category in FY18 and FY19, that has been as a result of registering one large standard services contract for each year, spending was otherwise very low in micropurchase and small purchase categories. On that basis, HPD will optimize its discretionary opportunities to increase the utilization of Hispanic Minority Group members in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	16%	12%	7.07%

Justification: HPD has shown good performance in this category with Hispanic Minority Group members in FY18 and FY19. HPD will continue to optimize its discretionary opportunities to Hispanic Minority Group vendors to meet the citywide goal in this category.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

HPD is working with teams across the agency to identify discretionary spending needs. On that basis, HPD will perform outreach to certified Hispanic Minority Group members to increase contracting opportunities thereby increasing the utilization of these businesses.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0.56%

There are a limited number of city certified Native American Minority Group firms. HPD has not had any awards to these vendors thus far but will look to optimize its discretionary opportunities to increase the utilization of the Native American Minority Group members.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0.65%

There are a limited number of city certified Native American Minority Group firms. HPD has not had any awards to these vendors thus far but will look to optimize its discretionary opportunities to increase the utilization of the Native American Minority Group members.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0.03%

There are a limited number of city certified Native American Minority Group firms. HPD has not had any awards to these vendors thus far but will look to optimize its discretionary opportunities to increase the utilization of the Native American Minority Group members.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	2.44%

There are a limited number of city certified Native American Minority Group firms. HPD has not had any awards to these vendors thus far but will look to optimize its discretionary opportunities to increase the utilization of the Native American Minority Group members.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

There are a limited number of city certified Native American Minority Group firms. HPD has not had any awards to these vendors thus far but will look to optimize its discretionary opportunities to increase the utilization of the Native American Minority Group members.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	1%	0%	10%

Justification: This category primarily consists of the procurement of contractors to conduct critical and urgent repairs to private residential buildings and demolition-related services for structures deemed unsafe. HPD primarily utilizes PQL lists to select construction related vendors, few construction contracts are competitively bid. Consequently, the Agency will work to recruit and add to its PQLs more companies lead by Women.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	5%	17%	36.67%

Justification: HPD has shown good performance in this category with Women vendors. The Agency is therefore adopting the citywide goal in this category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	58%	40%	20%

Justification: This category has been uneven with respect to HPD's performance and given the known procurement opportunities, HPD has set the goal on this category accordingly. HPD will optimize its discretionary opportunities to meet its goals in this category.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	21%	10%	20%

Justification: This category has been uneven with respect to HPD's performance and given the known procurement opportunities, HPD has set the goal on this category accordingly. HPD will optimize its discretionary opportunities to meet its goals in this category.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

HPD is working with Program groups to identify discretionary spending needs. On that basis, HPD will perform outreach to certified Women vendors to provide the Agency's procurement needs.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**Q.**

**Other Agency Information**

**Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.**

HPD is strongly committed to achieving the Agency's and City's M/WBE goals and have instituted a robust outreach effort to increase the pool of vendors which contract with the agency. Our outreach strategies include developing events that target specific sectors and particular minority group vendors ; working with our Program groups to identify procurement opportunities, and participating in events across the City to discuss HPD's unique procurement needs and requirements. Part of that process includes bringing Program SMEs to events to provide a detailed overview of the specific requirements, and to begin the dialog necessary to identify potential vendors for prime and subcontracting opportunities.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

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3)	<b>Name:</b>
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	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**NYC Human Resources Administration**

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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	6%	0%	4%

Justification: Under \$35K - HRA has not procured many construction contracts. With limited construction related contracts in the micro purchase category, HRA anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, HRA will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors. \$35K-\$100K - Typically HRA does not procure many construction contracts under \$100K. We don't anticipate any utilization goals in this category. Over \$100K - HRA has limited construction related solicitations in this category, however we do not expect much utilization as new construction contracts have been delayed due to COVID. Also we do much of the construction-based work with internal staff.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	15%	15%

Justification: Under \$20K - HRA anticipates a fair amount of professional service contracts within this range. Goals for this category are set accordingly as they are requested. \$20K - \$100K - Many of the vendors contracted with HRA in this category are not-for-profit entities. Over \$100K - HRA anticipates a fair amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	1%	0%	20.00%

Justification: Under \$20K - HRA anticipates a fair amount of standard services within this range and has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. HRA anticipates awarding a significant number of contracts to M/WBE vendors for services such as Repair of Hardware Maintenance of PCs, Printers & Digital and IT related services in FY21. \$20K-\$100K - HRA has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, HRA anticipates continued success in awarding a significant number of contracts to M/WBE vendors for services such as Residential Heavy Duty Cleaning Services for Brooklyn, Queens, and Staten Island and Right to Know contracts. Over \$100K - HRA has a high utilization with M/WBE vendors as prime contractors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities. HRA anticipates procuring services such Repairs to Heating Ventilation and Air Conditioning (HVAC), Citywide in FY21.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	9%	12%	12%

Justification: Under \$20K - HRA has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. HRA anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY21. Therefore, utilization goals are based on previous years as well as anticipated procurement in FY21. \$20K-\$100K - HRA anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, HRA anticipates procuring goods such as Office Furniture, Interior/Exterior Signage and Toners in this spending category for FY21.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The DSS plans on engaging more Black minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, We will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity codes. We have current renewals pending with non-Black M/WBEs.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C. Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.**

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	0%	47%	30%

Justification: Under \$35K - HRA has not procured many construction contracts. With limited construction related contracts in the micro purchase category, HRA anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, HRA will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors. \$35K-\$100K - Typically HRA does not procure many construction contracts under \$100K.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	35%	1%	18%

Justification: HRA has not procured many professional services in this ethnicity group due to limited professional services related contracts but there has been slight increase in the competitive sealed bid category.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	3%	1%	20.00%

Justification: Under \$20K - HRA anticipates a fair amount of standard services within this range and historically has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. HRA anticipates awarding a significant number of contracts to M/WBE vendors.  
 \$20K-\$100K - HRA has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, HRA anticipates continued success in awarding a significant number of contracts to M/WBE vendors for services such as Maintenance and Repair of Fire Safety Systems and Right to Know contracts. Over \$100K - HRA has a high utilization with M/WBE vendors as prime contractors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities. HRA anticipates procuring services such as Messenger services, Food Warehousing, Maintenance and Repair of Emergency Generators in FY21.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	14%	28%	30%

Justification: Under \$20K - HRA has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. HRA anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY21. Therefore, utilization goals are based on previous years as well as anticipated procurement in FY21.  
 \$20K-\$100K - HRA anticipates a fair amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, HRA anticipates procuring goods such as Office Furniture, Interior/Exterior Signage and Toners in this spending category for FY21.

**D. Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.**

The DSS plans on engaging more Asian minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	4%

Justification: Under \$35K - HRA has not procured many construction contracts. With limited construction related contracts in the micro purchase category, HRA anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, HRA will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors. \$35K-\$100K - Typically HRA does not procure many construction contracts under \$100K. We don't anticipate any utilization goals in this category. Over \$100K - HRA has limited construction related solicitations in this category, however for FY21 we anticipate on soliciting some construction services in this category such as General Construction Services and Fire Alarm Upgrades at HRA facilities.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	1%	10%	14%

Justification: Under \$20K - HRA anticipates a fair amount of professional service contracts within this range, however, these contracts all fall under consulting services which are under intergovernmental contracts. Therefore, goals for this category are set accordingly as they are requested. \$20K - \$100K - Many of the vendors contracted with HRA in this category are not-for-profit entities. Over \$100K - HRA anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	4%	1%	10.00%

Justification: Under \$20K - HRA anticipates a fair amount of standard services within this range and has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. HRA anticipates awarding a significant number of contracts to M/WBE vendors for services such as Maintenance & Support Services of Classroom and Teleconferencing Equipments in FY21. \$20K-\$100K - HRA has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, HRA anticipates continued success in awarding a significant number of contracts to M/WBE vendors for services such as Maintenance and Repair of Fire Safety Systems and Right to Know contracts. Over \$100K - HRA has a high utilization with M/WBE vendors as prime contractors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities. HRA anticipates procuring services such Repairs to Heating Ventilation and Air Conditioning (HVAC), Citywide in FY21.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	15%	16%	16%

Justification: Under \$20K - HRA has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. HRA anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY21. \$20K-\$100K - HRA anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, HRA anticipates procuring goods such as Office Furniture, Interior/Exterior Signage and Toners in this spending category for FY21.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

The DSS plans on engaging more Hispanic minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	1%

Justification: HRA has never procured any construction contracts with this ethnic group. HRA anticipates procuring fewer construction contracts for FY21, however, should the need for this type of services arise, HRA will engage an M/WBE vendor in this ethnic group.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	1%

Justification: HRA has never procured any professional services within this type of ethnic group. However, HRA anticipates make it a priority to include a good amount of professional service contracts.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	1.00%

Justification: Justification: HRA has never contracted with any M/WBE within this ethnic group. Nevertheless, HRA anticipates an influx amount of standard service contracts and will make it a priority to engage the participation of M/WBE vendors in this ethnic group.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	1%

Justification: HRA has never contracted with any M/WBE vendors within this ethnic group. Most of the services provided under this category falls under Intergovernmental, OGS, GSA and Sole source contracts. HRA will engage M/WBE vendors in this ethnic group as the need for their services are requested.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The DSS plans on engaging Native American minority groups in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	13%	53%	10%

Justification: Under \$35K - HRA has not procured many construction contracts. With limited construction related contracts in the micro purchase category, HRA anticipates procuring fewer small construction contracts for FY21. If any micro purchase procurements arise for construction, HRA will engage an M/WBE vendor through our internal M/WBE data and Small Business Services Online directory for M/WBE vendors. \$35K-\$100K - Typically HRA does not procure many construction contracts under \$100K. We don't anticipate any utilization goals in this category. Over \$100K - HRA has limited construction related solicitations in this category, however for FY21 we anticipate on soliciting some construction services in this category such as General Construction Services and Fire Alarm Upgrades at HRA facilities.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	3%	20%	21%

Justification: Under \$20K - HRA anticipates to include a fair amount of professional service contracts within this range. Goals for this category are set accordingly as they are requested. \$20K - \$100K - Many of the vendors contracted with HRA in this category are not-for-profit entities. Over \$100K - HRA anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	13%	2%	25%

Justification: Under \$20K - HRA anticipates a fair amount of standard services within this range and historically has maintained an excellent track record in utilizing M/WBE vendors via Micro purchase, Small purchase and other competitively procured contracts. HRA anticipates awarding a significant number of contracts to M/WBE vendors. \$20K-\$100K - HRA has maintained an excellent track record for utilizing M/WBE vendors for this range of contracts. Therefore, HRA anticipates continued success in awarding a significant number of contracts to M/WBE vendors for services such as Residential Heavy Duty Cleaning Services for Brooklyn, Queens, and Staten Island and Right to Know contracts. Over \$100K - HRA has a high utilization with M/WBE vendors as prime contractors in this area of services. However, not many M/WBEs have been low bidders. Due to the nature of these contracts, there are also few sub-contracting opportunities. HRA anticipates procuring services such as Food Warehousing and Maintenance and Repair of Emergency Generators in FY21.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	22%	31%	20%

Justification: Under \$20K - HRA has maintained an excellent track record in utilizing M/WBE vendors in Micro purchase and other competitively procured contracts specifically goods. HRA anticipates procuring goods such as Office Supplies, Advertising and Client Moving in this category for FY20. Therefore, utilization goals are based on anticipated procurement in FY21. \$20K-\$100K - HRA anticipates a modest amount of contracts subject to Local Law 1 within this range and has set the utilization goals accordingly. Most of the services provided under category falls under Intergovernmental, OGS, GSA and Sole Source contracts. Therefore, HRA anticipates procuring goods such as Office Furniture, Interior/Exterior Signage and Toners in this spending category for FY21.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

The DSS plans on engaging more Women in FY21 for contract opportunities by increasing outreach to available M/WBE vendors before procurement solicitations are released. Moreover, we will ensure that all solicitations, whether Micro, Small or Competitive purchases are forwarded and shared with all appropriate M/WBE vendors in the specific commodity code.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**Q.**

**Other Agency Information**

**Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.**

We have a robust utilization that does not count for our IT contracts due to the method of procurement. Our ITS consultant portfolio is approximately 67 percent for non-SI procurements. Also we are reviewing various ways to improve MWBE utilization in human services contracting.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

<b>1)</b>	<b>Name:</b> Mark Neal
	<b>Title:</b> Chief Diversity, Equity and Inclusion Officer (Acting/ MWBE Officer)
	<b>Phone:</b> 929-221-5488
	<b>Email:</b> nealma@dss.nyc.gov

<b>2)</b>	<b>Name:</b> Vincent Pullo
	<b>Title:</b> Agency Chief Contracting Officer
	<b>Phone:</b> 929-221-6347
	<b>Email:</b> Pullov@dss.nyc.gov

<b>3)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

<b>4)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

<b>5)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**NYC Law Department**

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Street Address:	
M/WBE Officer Name:	Telephone:
Email:	
ACCO Name:	Telephone:
Email:	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	0%	0%

Justification: The Law Department does not spend for construction.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	0%	5%

Justification: We believe that our contracting in this area will be more than last year's; while it's still below the Citywide goal, is better than what we anticipated the last few years.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	0%	8%	14%

Justification: We believe that the MWBE noncompetitive small purchase method will allow us to meet the Citywide goal.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	5%	2%	6%

Justification: Our goal is reach the Citywide goal, because we believe that MWBE noncompetitive small purchase method will increase the amount of MWBE contracting we will be able to do.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The MWBE noncompetitive small purchase method has afforded us the opportunity to increase our spending with African-American business in FY21.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

You MUST justify each of your agency's utilization goals by describing how your agency considered:

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	0%	0%	0%

Justification: We do not spend on construction.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	0%	0%	3%

Justification: Our contracting in this category has been low in the past, so we set a low goal. We are hopeful, however, that we will be able to far exceed this amount.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	0%	2%	3%

Justification: We are setting this goal at the same level of last year, but are hopeful of increasing this amount.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	9%	22%	10%

Justification: We raised our percentage last year, and are hopeful of meeting that percent this year.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

More use of the MWBE small purchase method. Attend more virtual outreach events so that we can get a better feel for potential MWBE vendors.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	0%

Justification: We do not have any construction spending.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	2%	2%

Justification: We have not previously met our 2% goal, but believe we will this year, and have the potential to far exceed this goal.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	0%	0%	6%

Justification: We have not previously met our 6% goal, but believe we will this year.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	1%	1%	5%

Justification: We have not previously met our 5% goal, but believe we will this year.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

More use of the MWBE small purchase method. Attend more outreach events so that we can get a better feel for potential MWBE vendors.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: We do not spend for construction.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0.68%

Justification: There's currently a limited pool of certified Native American-owned businesses but the agency will try to reach the City's goal for professional services.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0.03

Justification: There's currently a limited pool of certified Native American-owned businesses but the agency will try to reach the City's goal for standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	2.44%

Justification: There is currently a limited pool of certified Native American-owned businesses but the agency will try to reach the City's goal for goods.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

More use of the MWBE small purchase method. Attend more virtual outreach events so that we can get a better feel for potential MWBE vendors.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	0%	0%	0%

Justification: We do not do any construction spending.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	0%	14%	16%

Justification: We believe that our contracting in this area will increase.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	86%	9%	17%

Justification: We increased our goal dramatically last year because we believed that we would have additional MWBE contracting this fiscal year and are increasing even more this year.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	18%	23%	25%

Justification: We left this the same as last year because we don't envision additional MWBE spending in this category.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

More use of the MWBE small purchase method. Attend more virtual outreach events so that we can get a better feel for potential MWBE vendors.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	

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<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |               |                                                                                                                                                                                                                                                                                                                                                                  |              |                      |               |                                |               |              |               |                      |
|---------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------|----------------------|---------------|--------------------------------|---------------|--------------|---------------|----------------------|
| 1)            | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Name:</b></td> <td>Muriel Goode-Trufant</td> </tr> <tr> <td><b>Title:</b></td> <td>Managing Attorney/MWBE Officer</td> </tr> <tr> <td><b>Phone:</b></td> <td>212-356-2200</td> </tr> <tr> <td><b>Email:</b></td> <td>mgoodetr@law.nyc.gov</td> </tr> </table> | <b>Name:</b> | Muriel Goode-Trufant | <b>Title:</b> | Managing Attorney/MWBE Officer | <b>Phone:</b> | 212-356-2200 | <b>Email:</b> | mgoodetr@law.nyc.gov |
| <b>Name:</b>  | Muriel Goode-Trufant                                                                                                                                                                                                                                                                                                                                             |              |                      |               |                                |               |              |               |                      |
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| 2)            | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Name:</b></td> <td>Robin Wakefield</td> </tr> <tr> <td><b>Title:</b></td> <td>M/WBE Liaison/Senior Counsel</td> </tr> <tr> <td><b>Phone:</b></td> <td>212-356-1123</td> </tr> <tr> <td><b>Email:</b></td> <td>rowakefi@law.nyc.gov</td> </tr> </table>        | <b>Name:</b> | Robin Wakefield      | <b>Title:</b> | M/WBE Liaison/Senior Counsel   | <b>Phone:</b> | 212-356-1123 | <b>Email:</b> | rowakefi@law.nyc.gov |
| <b>Name:</b>  | Robin Wakefield                                                                                                                                                                                                                                                                                                                                                  |              |                      |               |                                |               |              |               |                      |
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| 3)            | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Name:</b></td> <td>Richard Friedman</td> </tr> <tr> <td><b>Title:</b></td> <td>ACCO</td> </tr> <tr> <td><b>Phone:</b></td> <td>212-356-1024</td> </tr> <tr> <td><b>Email:</b></td> <td>rifriedm@law.nyc.gov</td> </tr> </table>                               | <b>Name:</b> | Richard Friedman     | <b>Title:</b> | ACCO                           | <b>Phone:</b> | 212-356-1024 | <b>Email:</b> | rifriedm@law.nyc.gov |
| <b>Name:</b>  | Richard Friedman                                                                                                                                                                                                                                                                                                                                                 |              |                      |               |                                |               |              |               |                      |
| <b>Title:</b> | ACCO                                                                                                                                                                                                                                                                                                                                                             |              |                      |               |                                |               |              |               |                      |
| <b>Phone:</b> | 212-356-1024                                                                                                                                                                                                                                                                                                                                                     |              |                      |               |                                |               |              |               |                      |
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| 4)            | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Name:</b></td> <td>Anita Fajans</td> </tr> <tr> <td><b>Title:</b></td> <td>Deputy ACCO</td> </tr> <tr> <td><b>Phone:</b></td> <td>212-356-1121</td> </tr> <tr> <td><b>Email:</b></td> <td>afajans@law.nyc.gov</td> </tr> </table>                             | <b>Name:</b> | Anita Fajans         | <b>Title:</b> | Deputy ACCO                    | <b>Phone:</b> | 212-356-1121 | <b>Email:</b> | afajans@law.nyc.gov  |
| <b>Name:</b>  | Anita Fajans                                                                                                                                                                                                                                                                                                                                                     |              |                      |               |                                |               |              |               |                      |
| <b>Title:</b> | Deputy ACCO                                                                                                                                                                                                                                                                                                                                                      |              |                      |               |                                |               |              |               |                      |
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| <b>Email:</b> | afajans@law.nyc.gov                                                                                                                                                                                                                                                                                                                                              |              |                      |               |                                |               |              |               |                      |
| 5)            | <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;"><b>Name:</b></td> <td></td> </tr> <tr> <td><b>Title:</b></td> <td></td> </tr> <tr> <td><b>Phone:</b></td> <td></td> </tr> <tr> <td><b>Email:</b></td> <td></td> </tr> </table>                                                                                   | <b>Name:</b> |                      | <b>Title:</b> |                                | <b>Phone:</b> |              | <b>Email:</b> |                      |
| <b>Name:</b>  |                                                                                                                                                                                                                                                                                                                                                                  |              |                      |               |                                |               |              |               |                      |
| <b>Title:</b> |                                                                                                                                                                                                                                                                                                                                                                  |              |                      |               |                                |               |              |               |                      |
| <b>Phone:</b> |                                                                                                                                                                                                                                                                                                                                                                  |              |                      |               |                                |               |              |               |                      |
| <b>Email:</b> |                                                                                                                                                                                                                                                                                                                                                                  |              |                      |               |                                |               |              |               |                      |

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**NYC Emergency Management**

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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	100%	0%	3%

Justification: Based on a historical review of our agency's construction purchases, NYCCEM intends to meet a 3% MWBE goal in this industry. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area. NYCCEM seldom completes requests for construction services and therefore will set a goal below the Citywide total.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	0%	5%	0%

Justification: Based on NYCCEM's FY20 purchases and upcoming opportunities for FY21, the agency intends to meet a 5% goal. The availability of MWBEs has been assessed for upcoming/potential opportunities in this area. Additionally, the agency will conduct its standard outreach to MWBE vendors, including Black vendors, with the assistance of SBS and OMWBE.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	0%	0%	5%

Justification: Based on the Agency's previous three fiscal year purchases/needs, NYCCEM will set 5% MWBE goal in this industry. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area as well.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	3%	7%	5%

Justification: Based on the agency's current procurement plan, NYCCEM believes it will meet an 5% goal in this category. The agency has assessed that there are a sufficient number of available vendors from the Black community to meet this goal.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

NYCCEM will work closely with SBS and OMWBE on outreach to as many vendors as possible for any upcoming opportunities. Additionally, our agency continues to update it's internal database with the information of vendors who contact our office regarding available opportunities.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.1%	0%	52%	0%

Justification: Based on the Agency's previous purchases, NYCEM intends to meet a 1% MWBE goal in this industry. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area as well. NYCEM seldom completes requests for construction services and therefore will set a goal below the Citywide total.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.4%	21%	79%	10%

Justification: Based on the agencies previous purchases, NYCEM has to set a 10% utilization goal for standard services purchases. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	1%	0%	1%

Justification:Based on the agencies previous purchases, NYCEM has to set a 1% utilization goal for standard services purchases. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	16%	12%	10%

Justification:Based on the agencies previous purchases, NYCEM has to set a 10% utilization goal for standard services purchases. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

Based on NYCEM's FY20 purchases, the agency's utilization value, evaluate of upcoming procurements, SBS's MWBE searches of interest among the MWBE vendors. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	0%

Justification: Based on the Agency's previous three fiscal year purchases, NYCEM intends to meet a 0% MWBE goal in this industry. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area as well. NYCEM seldom completes requests for construction services and therefore will set a goal below the Citywide total.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	0%	0%

Justification: NYCEM does not plan to procure or do not have any up coming contracts projected for FY21 that are construction related.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	2%	1%	2%

Justification: Based on the agencies previous purchases, NYCEM has to set a 2% utilization goal for standard service utilizing Hispanic minority group

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	5%	8%	10%

Justification:Based on the agencies previous purchases, NYCEM has to set a 10% utilization goal for purchasing goods from Hispanic minority group

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

Based on NYCEM's FY19 purchases, the agency's utilization value, evaluate of upcoming procurements, SBS's MWBE searches of interest among the MWBE vendors. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: NYCEM does not plan to procure or do not have any up coming contracts projected for FY21 that are construction related.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0%

Justification: Based on the agencies previous purchases, NYCEM has to set a 1% utilization goal for Professional services

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0%

Justification: NYCEM does not believe there are a sufficient number of vendors to set a goal in this category

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	0%

Justification: NYCEM does not believe there are a sufficient number of vendors to set a goal in this category

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

NYCEM does not believe there are a sufficient number of vendors to set a goal in this category, however, the agency will conduct its normal vendor outreach when opportunities arise in any of the above categories.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	0%	48%	0%

Justification: NYCEM will not set an MWBE goal in this category. The availability of MWBE's has been assessed for upcoming/potential opportunities in this area as well, however, NYCEM seldom completes requests for construction services. The agency will continue to conduct its normal MWBE outreach when opportunities arise in this area in an attempt to create opportunities for Women in this industry.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	40%	12%	15%

Justification: NYCEM will set an MWBE goal of 15% for Women in this industry. The agency will continue to conduct its normal outreach to MWBEs when new opportunities become available. Based on historical data and previous FY performance with MWBEs within this industry, the agency believes a 15% goal is sufficient.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	8%	0%	5%

Justification: The availability of MWBE's has been assessed for upcoming/potential opportunities in this area as well. The agency will continue to conduct its normal MWBE outreach when opportunities arise in this area in an attempt to create opportunities for Women in this industry.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	17%	31%	25%

Justification: NYCEM has set an MWBE goal of 25% for women in this industry. Based on previous FY data, upcoming procurement opportunities and the sufficient availability of vendors, the agency believes it will meet this goal for FY21.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

NYCEM will continue to work closely with SBS and O/MWBE when opportunities with the agency become available throughout FY21. We will continue to monitor our MWBE usage and track our overall utilization with Women in the MWBE community in an attempt to further assess our outreach.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

<b>Q.</b>	<b>Other Agency Information</b>
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	

FEMA does not recognize NYC's MWBE Micro Purchase method (\$25k-500k) as competitive, so we may not use this method when spending grant funding. Since such a large percentage of NYCEM's discretionary budget is grant funded, this limits our ability to utilize this valuable policy.

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

- |    |               |                                  |
|----|---------------|----------------------------------|
| 1) | <b>Name:</b>  | Stacy Rosenfeld                  |
|    | <b>Title:</b> | M/WBE Officer                    |
|    | <b>Phone:</b> |                                  |
|    | <b>Email:</b> | SRosenfeld@OEM.NYC.GOV           |
|    |               |                                  |
| 2) | <b>Name:</b>  | Althea Samuels                   |
|    | <b>Title:</b> | Agency Chief Contracting Officer |
|    | <b>Phone:</b> |                                  |
|    | <b>Email:</b> | asamuels@oem.nyc.gov             |
|    |               |                                  |
| 3) | <b>Name:</b>  | Simone Gainey                    |
|    | <b>Title:</b> | M/WBE Coordinator                |
|    | <b>Phone:</b> | 646-628-7733                     |
|    | <b>Email:</b> | sgainey@oem.nyc.gov              |
|    |               |                                  |
| 4) | <b>Name:</b>  | Eric Smalls                      |
|    | <b>Title:</b> | Chief Diversity Officer          |
|    | <b>Phone:</b> |                                  |
|    | <b>Email:</b> | esmall@oem.nyc.gov               |
|    |               |                                  |
| 5) | <b>Name:</b>  |                                  |
|    | <b>Title:</b> |                                  |
|    | <b>Phone:</b> |                                  |
|    | <b>Email:</b> |                                  |

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**New York Police Department**

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ACCO Name: Michael D'Ambrosio	Telephone: 646-610-5220
Email: MICHAEL.DAMBROSIO2@nypd.org	

**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	12%	0%	6%	9%

Justification: In FY19, the NYPD awarded 1 construction contract to a Black-owned firm in the Construction industry. In FY20, the NYPD did not award any contracts to Black-owned firms in Construction. There has been a minimal decline in certified Black-owned firms in construction. The NYPD anticipates advertising in the Amsterdam News for additional outreach to perform general construction subcontracting and facade work. Therefore, the FY21 goal will be established at 9%, an increase from the FY19 Performance.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	11.81%	83%	2%	2%

Justification: The NYPD historically does not award many contracts in the Professional Services industry. In FY20 no professional services contracts were awarded to Black-owned firms. There has been an increase in certified Black-owned firms in the Professional Services industry. The NYPD anticipates environmental services and promoting the MWBE Small Purchase award method. Therefore, in FY21 the NYPD will establish a 2% Goal, consistent with FY19 Performance.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	14.32%	14%	0%	1%

Justification: The NYPD does not anticipate an increase in the number of contracts awarded in the Standard Services industry. There has been an increase in certified Black-owned firms and the NYPD anticipates media advertising in the Amsterdam News to promote MWBE utilization. Therefore, the NYPD will establish a FY21 Goal of 1%, an increase from the FY19 Performance.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	5.94%	7%	6%	6%

Justification: In FY20, the NYPD awarded 13 contracts to Black owned firms in the Goods industry. The NYPD will promote the MWBE Small Purchase Award Method to promote MWBE utilization to procure Information Technology software and hardware. Therefore, the NYPD will establish a FY21 Goal of 6%, thereby exceeding the Citywide Goal.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The NYPD anticipates advertising in media outlets, such as The Amsterdam News to target the Black minority group. Also the NYPD will encourage procurement staff to utilize the SBS online Directory to target specific ethnicities when soliciting to MWBE's.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Construction</b>	11.1%	6%	4%	5%

Justification: In FY19 and FY20, the NYPD awarded in each fiscal year, 3 contracts in construction to Asian-owned firms. There is sufficient capacity of Asian-owned certified firms to perform general construction subcontracting, facade and HVAC work. The NYPD anticipates advertising in the Korean Times to promote additional Asian M/WBE participation. Therefore, the FY21 Goal will be established at 5%, an increase from the FY19 Performance.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Professional Services</b>	9.4%	1%	1%	1%

Justification: The NYPD historically does not award many contracts in the Professional Services industry. In FY20 no contracts were awarded to Asian-owned firms. There has been an increase in Asian-owned certified firms and the NYPD anticipates advertising in advertising in the Korean Times to promote additional Asian M/WBE participation for environmental services. Therefore, the NYPD will establish a 1% Goal for FY21, consistent with FY19 Performance.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Standard Services</b>	9.88%	0%	4%	4%

Justification: The NYPD does not anticipate an increase in contracts in the Standard Services industry. There has been an increase in Asian-owned certified firms and the NYPD anticipates advertising in the Korean Times to promote additional Asian M/WBE participation for transcription services. Therefore, the NYPD will establish a 4% Goal for FY21, consistent with FY19 Performance.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
<b>Goods &lt; 100K</b>	10.59%	8%	8%	9%

Justification: In FY20, the NYPD awarded 144 contracts to Asian owned firms in the Goods industry. The NYPD will promote the MWBE Small Purchase Award Method to promote MWBE utilization to procure Information Technology software and hardware. Therefore, the NYPD will establish a FY21 Goal of 9%, an increase from the FY19 Performance.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

The NYPD anticipates advertising in media outlets, such as The Korean Times, to target the Asian minority group. Also the NYPD will encourage procurement staff to utilize the SBS online Directory to target specific ethnicities when soliciting to MWBE's.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	31%	5%

Justification: In FY19, the NYPD awarded 3 contracts to Hispanic-owned firms in Construction. In FY20, the NYPD did not award any contracts to Hispanic-owned firms in Construction. There has been a minimal decline in Hispanics certified in Construction. However, there is still sufficient capacity to perform anticipated General Construction subcontracting work, fascade and HVAC work. Therefore, the FY21 Goal will be established at 5%, consistent with the FY20 Goal.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	3%	3%

Justification: The NYPD historically does not award many contracts in the Professional Services industry. In FY20, the NYPD did not award any contracts to Hispanic-owned firms in the Professional Services industry. There has been an increase in Hispanic certified firms and the NYPD anticipates using the MWBE Award Method for environmental services. Therefore, the NYPD will establish a FY21 Goal of 3%, consistent with the FY19 Performance.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	1%	1%	1%

Justification: The NYPD does not anticipate an increase in the number of contracts awarded in the Standard Services industry. There has been an increase in Hispanic certified firms to provide transcription services. Therefore, in FY21, the NYPD will establish a 1% Goal, consistent with the FY19 Performance.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	4%	9%	9%

Justification: In FY20, the NYPD awarded 128 contracts to Hispanic-owned firms in the Goods industry. There is sufficient capacity of Hispanic-owned firms to provide Information Technology software and hardware. The NYPD will promote the MWBE Small Purchase Award Method to promote MWBE utilization. Therefore, the NYPD will establish a FY21 Goal of 9%, thereby exceeding the Citywide Goal.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

The NYPD anticipates advertising in media outlets, such as El Diario to target the Hispanic minority group. Also, the NYPD will encourage procurement staff to utilize the SBS online Directory to target specific ethnicities when soliciting to MWBE's.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0

Justification: The NYPD did not identify Native Americans in the Construction Industry.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0

Justification: The NYPD did not identify Native Americans in the Professional Services Industry.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0

Justification: The NYPD did not identify Native Americans in the Standard Services Industry.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	0

Justification: The NYPD did not identify Native Americans in the Goods Industry.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

N/A - The NYPD did not identify capacity of Native Americans in the various industries.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	1%	11%	27%

Justification: In FY19 and FY20, the NYPD awarded 2 and 1 contracts, respectively, to WBE certified firms in the Construction industry. There has been an increase in Women-owned certified firms to perform general construction work. Therefore, the NYPD will increase the FY21 Goal from 23% to 27%, thereby exceeding the Citywide Goal.

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	5%	4%	4%

Justification: The NYPD historically does not award many contracts in the Professional Services industry. In FY20, the NYPD awarded 2 contracts to WBE certified firms in the Professional Services industry. There has been an increase in certified Women-Owned firms. The NYPD anticipates utilizing the M/WBE Non-Competitive Small Purchase Award Method to procure environmental services. Therefore, the NYPD will establish a FY21 Goal of 4%, consistent with FY19 Performance.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	3%	6%	6%

Justification: The NYPD does not anticipate an increase in number of contracts awarded in the Standard Services industry. There has been an increase in certified Women-Owned firms that can perform transcription services. The NYPD anticipates utilizing the M/WBE Non-Competitive Small Purchase Award Method to promote MWBE utilization. Therefore, the NYPD will establish a FY21 Goal of 6%, consistent with the FY19 Performance.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	20%	25%	26%

Justification: In FY20, the NYPD awarded 398 contracts to Women-Owned firms. The NYPD will promote the MWBE Small Purchase Award Method to promote MWBE utilization to procure Information Technology software and hardware. There is sufficient capacity of WBE's to provide these goods. Therefore, the NYPD will establish a FY21 Goal of 26%, an increase from the FY19 Performance.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

The NYPD will utilize the M/WBE Non-Competitive Small Purchase Award Method to achieve the utilization goals established.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b>	
<p>The NYPD will promote M/WBE training to Project Managers and Procurement Staff throughout the various Divisions. The NYPD will also promote the utilization of the M/WBE Non-Competitive Small Purchase Award Method to assist in reaching established FY21 Goals.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

<b>1)</b>	<b>Name:</b> Kristine M Ryan
	<b>Title:</b> Deputy Commissioner, Management and Budget
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<b>2)</b>	<b>Name:</b> Michael D'Ambrosio
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	<b>Email:</b> MICHAEL.DAMBROSIO2@nypd.org

<b>3)</b>	<b>Name:</b> Claudia Castro
	<b>Title:</b> MWBE Program Manager / Deputy Agency Chief Contracting Officer
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<b>4)</b>	<b>Name:</b> Jordan Glickstein
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<b>5)</b>	<b>Name:</b>
	<b>Title:</b>
	<b>Phone:</b>
	<b>Email:</b>

**City of New York**  
**Fiscal Year 2021 Agency M/WBE Utilization Plan**  
**Department of Small Business Services**



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Daryl Williams	212 6188731
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**FY21 Utilization Plan Goals for Black Minority Group (Includes all genders)**

**A.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Black minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	12%	0%	0%	0

Justification: SBS does not Historically procured construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	11.81%	26%	11%	11.81%

Justification: SBS will search the M/WBE Directory to locate qualified vendors to provide professional services.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	14.32%	9%	33%	14.32%

Justification: SBS will search the M/WBE Directory to locate qualified vendors to provide standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	5.94%	0%	5%	8%

Justification: SBS will target Certified M/WBE vendors when seeking to purchase goods.

**B.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Black minority group for FY21.

The release of M/WBE Innovative purchases as well as small purchases will be utilized when appropriate for to ensure the inclusion of Certified M/WBE vendors.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Asian Minority Group (Includes all genders)**

**C.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Asian minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	11.10%	0%	0%	0%

Justification: SBS does not Historically procured construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	9.40%	3%	1%	9.40%

Justification: SBS will utilize the M/WBE Directory to locate vendor who have the experience and capacity to provide professional services.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	9.88%	11%	0%	10%

Justification: SBS will utilize the M/WBE Directory to locate qualified vendor to provide Standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	10.59%	30%	6%	7%

Justification: SBS will search the M/WBE Directory to locate vendor who can provide good required.

**D.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

In the above Categories SBS will attempt to review the number of certified firms Capable of providing services in the above areas when soliciting professional and standard services..

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Hispanic Minority Group (Includes all genders)**

**E.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Hispanic minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	17.95%	0%	0%	0%

Justification: SBS does not Historically procured construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	8.99%	0%	5%	8.99%

Justification: SBS will utilize the M/WBE Directory to locate vendors who have the experience and capacity to provide professional services.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	10.20%	4%	8%	10.20%

Justification: SBS will utilize the M/WBE Directory to locate vendors who can provide standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	7.07%	21%	25%	7%

Justification: SBS will utilize the M/WBE Directory to locate vendors who can provide goods.

**F.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Hispanic minority group for FY21.

SBS will review M/WBE directory to determine the availability, capacity and capability of vendors in the above referenced service categories to provide the required services.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

**FY21 Utilization Plan Goals for Native American Minority Group (Includes all genders)**

**G.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for the Native American minority group for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	0.56%	N/A	N/A	0%

Justification: SBS does not Historically procured construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	0.65%	N/A	N/A	0.50%

Justification: SBS will review the M/WBE Directory to locate vendors who the capacity to provide professional services.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	0.03%	N/A	N/A	0.03%

Justification: SBS will utilize the M/WBE Directory to locate vendors who can provide standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	2.44%	N/A	N/A	2.44%

Justification: SBS will search the M/WBE Directory to locate vendors who can provide goods.

**H.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for the Asian minority group for FY21.

SBS will review the availability of Native American Vendors in the are of goods, professional and standard services.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.



**FY21 Utilization Plan Goals for Women (Includes minority women)**

**I.** Please refer to the procurements listed in your agency's LL1 Procurement Plan when completing this section. Give your agency's utilization goals for Women for each industry classification.

**You MUST justify each of your agency's utilization goals by describing how your agency considered:**

- 1) the citywide goals;
- 2) the size and nature of your agency's procurement portfolio;
- 3) the availability of M/WBEs with the capacity to perform the specific types and scale of work which your agency anticipates it will solicit procurements during the year;
- 4) the potential for FY21 procurements to provide opportunities for M/WBEs to build greater capacity; AND
- 5) historical prime and subcontractor utilization\*

Industry 1	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Construction	25.66%	0%	0%	0%

Justification: SBS does not Historically procured construction services

Industry 2	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Professional Services	36.67%	70%	49%	36.67%

Justification: SBS will utilize the Certified M/WBE Directory to locate vendors who have the capacity to provide the services sought by the agency.

Industry 3	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Standard Services	29.26%	25%	25%	30%

Justification: SBS will utilize the M/WBE Directory to locate qualified vendors who have the capacity to provide standard services.

Industry 4	Citywide Goal	FY18 Performance	FY19 Performance	FY21 Goal
Goods < 100K	30.51%	41%	20%	30%

Justification: SBS will utilize the M/WBE Directory of certified vendors to provide good.

**J.** Please describe the methods and relevant activities that your agency proposes to achieve your agency's utilization goals for Women for FY21.

SBS will seek to include certified women owned businesses in the pool of potential vendors in its Innovative and small purchases in the area of Professional and standard services.

\*Your agency is not mandated under LL1 (2013) to consider #5 when determining your agency's utilization goals. Only provide a justification if your agency reviewed this consideration when planning its FY21 Utilization Plan.

Q.	Other Agency Information
<p><b>Please provide any information, not covered in the FY21 LL1 Utilization Plan, which your agency deems relevant or necessary regarding your agency's M/WBE utilization goals.</b></p>	
<p>SBS will utilize the M/WBE Directory to elect potential vendor who have the experience and capacity to provide services.</p>	

<b>R.</b>	<b>Agency M/WBE Leadership Contact Information</b>
<b>List the names, titles, and contact information for all agency contacts responsible for implementation of your agency's utilization plan.</b>	

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	<b>Phone:</b>
	<b>Email:</b>

5)	<b>Name:</b>
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	<b>Phone:</b>
	<b>Email:</b>