

Agency Procurement Indicators

Fiscal Year 2015

The City of New York
Mayor Bill de Blasio

Anthony Shorris
First Deputy Mayor

Lisette Camilo, Director
Mayor's Office of Contract Services

NYC
Mayor's Office of
Contract Services

Cover Image: The High Bridge
Photo by Daniel Avila/DPR

After closing for more than 40 years, The High Bridge, New York City's oldest standing bridge, reopened on June 10, 2015. This is the culmination of many years of work by the Department of Design and Construction (DDC), in partnership with the Department of Parks and Recreation (DPR). In Fiscal 2015, DDC registered four contract actions valued at \$1.5 million to complete this historic project. Now New Yorkers can walk or bike between Manhattan and the Bronx and access more than 125 acres of green space with baseball fields, basketball courts, bike trails, a skate park, playgrounds, and lawns.

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Message from the Director

The Agency Procurement Indicators Report for Fiscal 2015 provides information on the City's procurement spending from July 1, 2014 through June 30, 2015. New York City continues to be one of the largest procurement entities in the country and this report provides the public with a view into what the City buys and how we buy it.

And how we buy it is an essential part of the City's procurement system. Beginning with the Procurement Policy Board (PPB) Rules and continuing with the policy and compliance monitoring by the Mayor's Office of Contract Services (MOCS), the City strives to find the best value for taxpayers while ensuring fairness, integrity, and equity throughout the process.

In the following pages, you will see agency purchases of supplies, services, and construction represented through more than 68,000 transactions. But you will also see how those purchases impact the daily lives of New Yorkers—by expanding diversity and opportunities for minority- and women-owned businesses (M/WBEs); supporting livable wages; and providing essential services to our communities. In short, you will see how agencies use procurement as a tool to fulfill Mayor Bill de Blasio's agenda of expanding access, equity, and opportunity.

As the City's lead office for contracting and procurement, MOCS provides technical assistance, procurement data and information, and compliance and policy guidance to agencies, vendors, and the public. This report is one element of the MOCS service portfolio as we seek to further support our partners in achieving their goals.



Lisette Camilo

City Chief Procurement Officer
Director, Mayor's Office of Contract Services



Home to more than 8 million people, New York City is one of the largest procurement entities in the country. (Tarkey Alhozaimy/MOCS)

Fiscal 2015

Agency Procurement Indicators Report

INTRODUCTION

Procurement may simply be the act of obtaining or purchasing goods and services. However, for the City of New York, procurement is about more than just transactions. The City's procurement process reflects its values by ensuring that we maximize the value of every taxpayer dollar; that the companies from which we buy services pay a living wage; that the manufacturers of the products we buy use environmentally safe materials; that opportunities are available to a broad and diverse vendor community that mirrors the City's own diversity; that all vendors are treated fairly; and that the process is transparent to the public.

Consistent with Mayor de Blasio's plan for a strong and just City and as part of our mission to continuously improve the performance and accountability of the City's procurement process, MOCS presents the Fiscal 2015 Agency Procurement Indicators Report.

This report provides data and highlights information on many issues related to procurement. In the Citywide Procurement Indicators section, the information presented demonstrates the impact of procurement both in financial and policy related terms. The section illustrates that although the procurement process is transactional in nature, it often directly results in progress on issues like reducing the City's impact on the environment and the promotion of sourcing locally grown and produced food.

The report also provides a glimpse into the work of MOCS. Through its oversight functions, MOCS not only ensures compliance of procurement transactions, but works with and supports a wide range of stakeholders in the procurement process: agencies, businesses, and nonprofits.

Most importantly, the report presents information regarding individual agency procurement actions.

To provide a snapshot of what and how these agencies procured goods and services in Fiscal 2015, MOCS analyzed procurements in three ways for each mayoral agency:

- 1. Procurement by Method.** MOCS tracks the number and value of contracts that the City registers by each procurement action. Several examples of procurement methods include competitive sealed bids, proposals, and emergency procurements. See the Glossary for a full list of procurement methods.
- 2. Procurement by Industry.** MOCS categorizes its data by industries—such as, human services or professional services—to understand the City's investment in each industry and measures the results accordingly. See the Glossary for a full list of industry categories.
- 3. Procurement by Size.** Contract awards are grouped according to the total dollar value at registration. By doing so, MOCS is able to compare similar contracts and performance across industries.

The appendices available online expand upon the information in this report, which can be found at:

<http://www1.nyc.gov/site/mocs/resources/AppendicesIndicators.page>

"The City's goals and obligations are clear—protect the public, encourage growth and innovation, and keep New York City moving. This framework enables the City to accomplish each of these critical responsibilities."

—Anthony Shorris, First Deputy Mayor¹



As part of the 2015 Bronx Pedestrian Safety Action Plan, DOT will improve the stretch of 165th Street that runs behind Yankee Stadium from Jerome Avenue to Melrose Avenue. (Isabel Dickstein/MOCS)

¹ See <http://www1.nyc.gov/office-of-the-mayor/news/504-15/statement-first-deputy-mayor-anthony-shorris>

I. Citywide Procurement Indicators

New York City is one of the largest procurement entities in the country. In Fiscal 2015, New York City procured \$13.8 billion of goods and services through more than 68,000 transactions. This represents a 22% decrease in total dollar value relative to Fiscal 2014 (\$17.8 billion). These transactions resulted in direct services to New Yorkers, helped maintain the City's infrastructure, and secured the operation of City government.

The following procurement indicators are those metrics that are citywide in scope, span multiple agencies, or describe procurement trends across the City as a whole. This report tracks procurements by the fiscal year in which they are registered and counts the full value of the contract in that year, even if those contracts have terms spanning multiple years. Because the proportion of multi-year contracts is generally constant from year to year, this measure provides useful comparative information about procurement volumes.

HOW THE CITY SPENDS AND MAKES MONEY

Procurement by Method

Table I-1: **Citywide Procurement by Method—Fiscal 2015²**

PROCUREMENT METHOD	FISCAL 2015	
	COUNT	CONTRACT VALUE
NEW AWARD METHODS		
Accelerated	98	\$121,828,100
Buy-Against	8	\$3,500,900
Competitive Sealed Bid	674	\$4,867,901,400
Demonstration Project	7	\$7,850,100
Emergency	96	\$148,424,200
Government-to-Government Purchase	47	\$81,741,400
Intergovernmental	984	\$382,114,700
Line-Item Appropriation	1,952	\$140,922,000
Micropurchase ³	54,659	\$135,272,500
Negotiated Acquisition	915	\$787,153,400
Request for Proposal	659	\$2,284,274,500
Required Source or Procurement Method	84	\$107,133,300
Small Purchase	1,304	\$73,076,500
Sole Source	64	\$1,975,557,000
Task Order	591	\$444,692,800
CONTINUATION METHODS		
Amendment	2,855	\$518,247,700
Amendment Extension	500	\$253,489,600
Assignment	4	\$837,400
Construction Change Order	2,599	\$284,257,700
Design Change Order	255	\$145,485,100
Negotiated Acquisition Extension	101	\$119,602,700
Renewal	403	\$907,158,000
Citywide Total	68,859	\$13,790,520,900

² All numbers in the tables of this report are rounded to the nearest hundred for ease of understanding. For specific values, please refer to the Appendices at: <http://www1.nyc.gov/site/mocs/resources/AppendicesIndicators.page>

³ Purchasing Card (P-card) payments are included in the Fiscal 2015 Indicators count and value of micropurchases. See the Glossary for more on the P-card program.

Table I-1 reflects the total procurement volume by dollar value for each of the procurement method categories tracked in this report for Fiscal 2015. Agencies select the appropriate procurement method based on their business needs and the City's procurement rules as governed by the Procurement Policy Board (PPB) rules. See the Glossary for a definition of the PPB.

Six competitive methods accounted for approximately 70% of new contract awards by value: competitive sealed bids, accelerated procurements, competitive sealed proposals (also referred to as Requests for Proposals or RFPs), intergovernmental procurements, task orders, and small purchases. Year-to-year comparisons of procurement volumes by various methods of procurement are shown in [Appendix A](#).

Procurement by Industry

MOCS tracks procurements in six major industry categories: architecture/engineering, goods, construction services, human services, professional services, and standardized services. See the Glossary for definitions of each industry. Chart I-1 below reflects Fiscal 2015 procurement value by industry category. See [Appendix B](#) for agency-by-agency breakdowns of procurement by industry.

Chart I-1: **Procurement by Industry—Fiscal 2015**

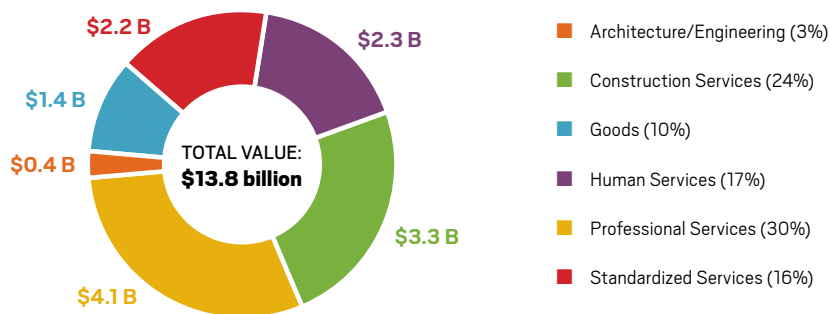
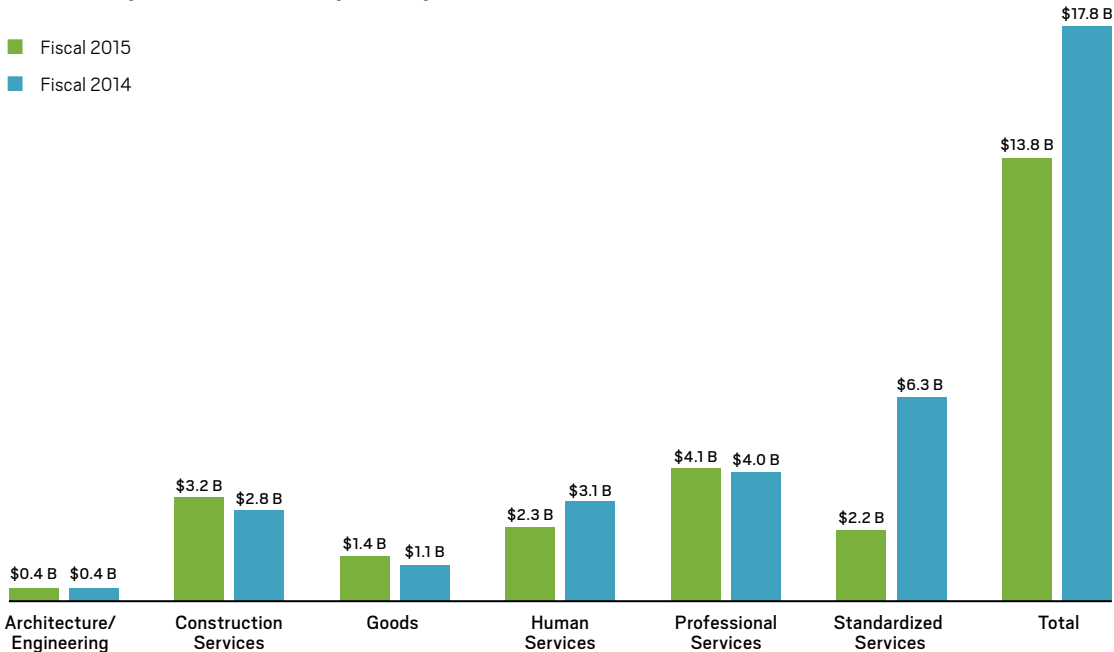


Chart I-2: **Citywide Procurement by Industry—Fiscal 2015 vs. Fiscal 2014**



Procurement by Size⁴

Table I-2 below presents overall procurement volume at various dollar values. See Appendix C for year-to-year totals of individual agencies. Larger procurement actions valued at greater than \$3.0 million represent approximately 80% of the total value of procurements made. By contrast, purchases for \$100,000 or less account for only 3% of the total dollar volume but 86% of the number of procurements processed.

Table I-2: **Citywide Number of Contracts by Dollar Value—Fiscal 2015**

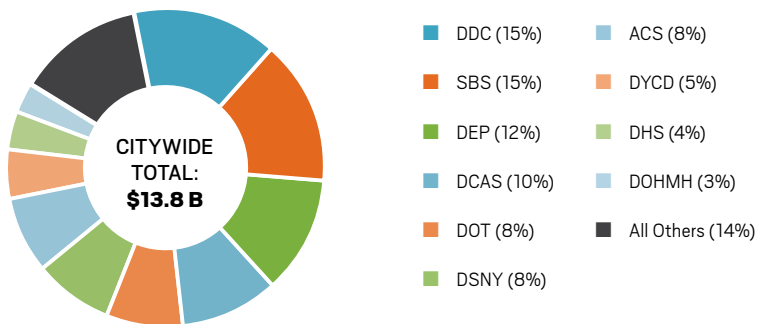
INDUSTRY	COUNT	CONTRACT VALUE
≤ \$0 ⁵	475	(\$409,521,400)
> \$0 and ≤ \$100 thousand	63,460	\$438,586,900
> \$100 thousand and ≤ \$1 million	3,379	\$1,165,734,800
> \$1 million and ≤ \$3 million	981	\$1,640,675,100
> \$3 million and ≤ \$25 million	506	\$3,929,844,300
> \$25 million	58	\$7,025,201,200
Total	68,859	\$13,790,520,900

Top Ten Agencies by Procurement Value

Below are the 10 agencies that procured the highest dollar value of contracts for Fiscal 2015. Contracts registered by this handful of agencies represent 86% of the total value of City procurements for Fiscal 2015.

Chart I-3: **Citywide Procurement Investment: Top 10 Agencies—Fiscal 2015**

TOP TEN AGENCIES: **86%**
ALL OTHER AGENCIES: **14%**



⁴ Procurement actions also include modifications of existing contracts. Modifications may be negative, which occur when an agency requires less of a good or service than it initially anticipated. Modifications may also be positive, which occurs when an agency requires more of a good or service than anticipated, making the contract dollar value higher than when originally registered.

⁵ Table I-2 indicates there were \$409.5 million worth of negative modifications, bringing the contract dollar value lower than the registered amount.

Largest Contracts

The 15 largest contracts are those with the greatest dollar value procured by the City for Fiscal 2015. These contracts account for 37% of the City's procurement spending and are cumulatively valued at \$5.2 billion.

Table I-3: **Top 15 Contracts by Dollar Value—Fiscal 2015**

#	AGENCY	VENDOR NAME	PURPOSE	CONTRACT VALUE
1	SBS	New York City Economic Development Corporation	Citywide Economic Development Services	\$1,686,097,000
2	DEP	Kiewit-Shea Constructors, AJV	Delaware-Rondout Aqueduct Bypass Tunnel	\$706,605,900
3	ACS	YMS Management Associates, Inc.	Payment Agent for ACS Voucher Programs	\$452,677,600
4	DDC	Sullivan Land Services, Ltd.	Construction Services for Hurricane Sandy Related Residential Community Recovery, Staten Island	\$292,672,900
5	DDC	Tishman Construction Corporation of NY	Construction Services for Hurricane Sandy Related Residential Community Recovery, Queens	\$281,497,300
6	DDC	LiRo Program & Construction Management, PC	Construction Services for Hurricane Sandy Related Residential Community Recovery, Brooklyn	\$275,530,600
7	DOT	Mill Basin Bridge Constructors, LLC	Reconstruction of the Mill Basin Creek Bridge, Belt Parkway in Brooklyn	\$263,683,700
8	SBS	New York City Economic Development Corporation	Citywide Maritime Economic Development Services	\$237,524,000
9	DSNY	Tully Environmental Inc. ANS Environmental Co.	Export of Municipal Solid Waste from Queens	\$181,286,300
10	DSNY	Waste Management of New York, LLC	Export of Municipal Solid Waste from Brooklyn	\$171,615,200
11	DEP	Southland Renda JV	Schoharie Reservoir Low Level Outlet, Upstate New York	\$142,636,000
12	DSNY	Waste Management of New York, LLC	Export of Municipal Solid Waste from Brooklyn	\$128,711,400
13	DCAS	Wheeled Coach Industries, Inc.	FDNY Ambulances	\$114,647,000
14	HRA	FJC Security Services, Inc.	Task Order for Citywide Security Guards and Related Services	\$114,255,300
15	DOT	DeFoe Corp.	Reconstruction of Harlem River Drive Viaduct between 127th Street and 2nd Avenue	\$105,800,100
Total Value				\$5,155,240,300

Ten Largest Requirements Contracts

A requirements contract is entered into by a City agency, usually the Department of Citywide Administrative Services (DCAS) or the Department of Information Technology and Telecommunications (DoITT), with a vendor that agrees to supply the City's entire requirement for a particular good or standardized service. Using the contract on an "as needed" basis allows agencies to acquire goods and services quickly, efficiently, and at the lowest cost possible through volume discount pricing.

Table I-4: **Top 10 Requirements Contracts by Dollar Value—Fiscal 2015**

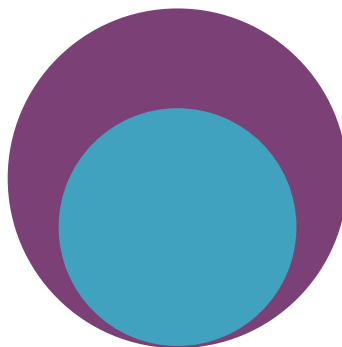
CONTRACT PURPOSE	ORDERS
DSNY Rear Loading Collection Trucks	\$50,428,300
D2 Diesel and Biodiesel fuel, bulk delivery and rack pick-up	\$45,659,000
Bulk Delivery of Reformulated Gasoline Blendstock and Ethanol Blends	\$21,975,900
Bulk delivery of asphalt cement for DOT	\$20,167,300
Commercial Printing and Direct Mail	\$19,761,500
DSNY street sweepers	\$19,710,200
17 Cubic yards dual purpose salt spreader/dump truck for DSNY	\$18,865,000
Automotive parts and room operation inventory services	\$17,906,400
Highway deicing salt	\$15,054,100
D1 Diesel and Biodiesel fuel, bulk delivery, and rack pick-up	\$14,092,000
Total Value	\$243,619,700

Vendor Enrollment

Businesses that wish to sell goods or services to the City can enroll to be a City vendor through the Payee Information Portal (PIP). Once enrolled, vendors will receive notifications of relevant solicitations, and will have access to information concerning their financial transactions with the City. At the end of Fiscal 2015, there were 12,500 vendors registered in PIP. See the Glossary for a definition of PIP.

Chart I-4: **Citywide Vendor Enrollment—Fiscal 2015**

Total Vendors With
Registered Contracts:
8,800



Total Vendors
Registered in PIP:
12,500

IDNYC

IDNYC is the new, free identification card for all New York City residents. IDNYC benefits every City resident, including the most vulnerable communities: the homeless, youth, the elderly, undocumented immigrants, the formerly incarcerated, and others who may have difficulty obtaining other government-issued identification. IDNYC cardholders can access services and programs offered by the City as well as by businesses and New York City cultural institutions. It also helps New Yorkers gain access to all City buildings that provide services to the public and is accepted as a form of identification for accessing numerous City programs and services. The Human Resources Administration (HRA) procured approximately \$7.1 million in contracts with multiple vendors to support the IDNYC program.

Launched on January 12, 2015, the IDNYC card soon established itself as a New York City fixture by successfully filling what had been a glaring gap—the lack of government-issued photo identification available to all New York City residents. In six months, over 400,000 New Yorkers enrolled to receive an IDNYC card, which is more than 5.5% of the City's total population. When compared to the experiences of other municipal identification initiatives, such as those in New Haven, San Francisco, and Oakland—which enrolled approximately 1% of their populations during their first year of operation—it is apparent that the massive demand for, and rapid growth of, New York City's program is truly historic, and is by far the largest municipal identification card program in the nation.



Cycle Time

The time it takes for the City to complete the procurement process, or cycle time, is an important indicator of efficiency. The City, though, has public policy goals other than speed as a priority in procurement, including local laws and programs such as Local Law 63 of 2011 and the M/WBE Program, that may potentially add time to individual solicitation timeframes. These efforts add accountability and transparency to the procurement process while furthering diversity and other policy priorities. Cycle time may also be affected by various factors, such as complicated vendor integrity issues, insurance requirements, labor law compliance, and budget challenges that delay final contracting decisions. MOCS works with City agencies to help address these issues, balancing the overall goal of an efficient procurement process with the need to resolve these vendor issues with care and thoroughness.

Table I-5: **Citywide Median Cycle Time (days) for Competitive Sealed Bids—Fiscal 2015 vs. Fiscal 2014**

AGENCY	FISCAL 2015 MEDIAN CYCLE TIME (DAYS)	FISCAL 2014 MEDIAN CYCLE TIME (DAYS)	FISCAL 2015– FISCAL 2014 CHANGE
ACS	198	321	(123)
DCAS ⁶	142	154	(13)
DDC	207	190	16
DEP	161	151	10
DHS	152	256	(104)
DOC	139	126	13
DoITT	153	138	15
DOT	196	239	(43)
DPR ⁷	193	140	53
DSNY	210	212	(2)
FDNY	178	246	(67)
HPD	183	224	(41)
HRA	159	162	(3)
LAW	175	135	40
NYPD	201	148	53
Citywide Median Cycle Time	172	161	11

Contracts Designated By Elected Officials

Discretionary awards are designated by the New York City Council (City Council) to particular community-based organizations and nonprofits. Unlike other procurements there is no competitive solicitation, so each nonprofit that applies for funding undergoes a rigorous review by MOCS and their partners at the City Council. Awards are named in Schedule C of the City's budget and throughout the fiscal year. By the end of Fiscal 2015, MOCS had succeeded in clearing (vetting the designated vendor for prequalification or confirming the City Council has done so) more than \$140 million in awards, or 95% of all discretionary awards by dollar value.⁸ In Fiscal 2015, agencies had successfully registered \$97.1 million, or 69% of the value of awards cleared. For more details, see [Appendix D](#).

⁶ This includes the DCAS Division of Municipal Supply Services.

⁷ This includes both the DPR Capital and Expense divisions.

⁸ All contracts valued more than \$20,000 must be submitted to the Office of the Comptroller to be registered after being cleared by MOCS. All contracts valued more than \$100,000 must be reviewed by the Office of Management and Budget (OMB) and the Law Department and the vendors must be reviewed by the Department of Investigation (DOI).

Table I-6: **Discretionary Awards—Fiscal 2015**

AGENCIES	TOTAL ALLOCATED BY COUNCIL	TOTAL CLEARED BY MOCS	REGISTERED BY AGENCIES FISCAL 2015
ACS	\$5,647,500	\$5,644,000	\$3,046,100
DCLA	\$13,732,900	\$13,233,100	\$12,469,500
DFTA	\$17,705,600	\$17,312,700	\$11,209,000
DOHMH	\$8,919,300	\$8,129,500	\$7,453,400
DHS	\$1,212,200	\$1,212,200	\$978,700
DOP	\$1,802,800	\$1,802,800	\$1,802,800
DPR	\$1,607,200	\$1,602,200	\$1,598,200
SBS	\$13,825,500	\$13,477,100	\$10,610,800
DYCD	\$44,506,500	\$41,570,000	\$22,038,700
HPD	\$6,718,000	\$6,384,400	\$4,684,300
HRA	\$19,391,900	\$17,647,100	\$10,426,100
MOCJ	\$12,032,600	\$11,914,300	\$10,396,500
All Other Agencies	\$505,100	\$491,600	\$399,300
Citywide	\$147,607,100	\$140,421,000	\$97,113,400

Franchise and Concession Review Committee

The Franchise and Concession Review Committee (FCRC) is responsible for approving all franchises and concessions.⁹ A franchise confers the right to a private entity to occupy or use City property to provide a public service, such as telecommunications or transportation. A concession allows a private entity to use City-owned property for private use that serves a public purpose, such as restaurants in a City park, sports and recreational facilities, or pedestrian plazas. Franchises and concessions also typically generate revenue for the City.

In Fiscal 2015, FCRC approved five franchises with a projected revenue value of \$546.4 million. The City awarded 42 concessions with a projected revenue of \$40.7 million. The 579 operating franchises and concessions generated approximately \$221.2 million and \$50.3 million in revenue, respectively.

Revocable Consents

A revocable consent is the City's grant of a right to a private entity to construct and maintain certain structures on, over, or under City property, for private improvements. In exchange for fees paid to the City, revocable consents are generally for the sole use and benefit of the recipient. The City grants revocable consents for a variety of private improvements, such as sidewalk cafés, bridges, and tunnels. In Fiscal 2015, the Department of Transportation (DOT) registered 88 revocable consents with a total projected revenue value of \$10.8 million. The Department of Consumer Affairs (DCA) registered 874 revocable consents for new or renewed sidewalk cafés, with a projected value of \$21.7 million in revenue for the City.

⁹ For more information on franchises and concessions, please see: <http://www1.nyc.gov/site/mocs/contract/reports.page>

LINKNYC

LinkNYC is a first-of-its-kind communications network registered as a DoITT franchise in Fiscal 2015 that will bring the fastest available municipal Wi-Fi to millions of New Yorkers, small businesses, and visitors. The five-borough LinkNYC network will be funded through advertising revenues at no cost to taxpayers and will generate more than \$500 million in revenue for the City over the first 12 years. By replacing the aging network of public pay telephones with state-of-the-art connection points called "Links," the City aims to transform the physical streetscape—and New Yorkers' access to information—while also creating new local jobs for the development, servicing, and maintenance of the structures. Links will provide 24/7 free Internet access, free domestic phone calls including 911 and 311, touchscreen tablet interface for accessing directions, charging stations for mobile devices,

and digital displays for advertising and public service announcements. By July 2016 there will be approximately 500 Links installed across the City with the first Links expected to be installed in the beginning of fall of 2015.

"Today marks a significant step forward in this administration's efforts to bridge the digital divide. With the approval of our LinkNYC proposal to expand free, high-speed Internet access to New Yorkers across the five boroughs, we will not only transform outdated payphone infrastructure into cutting-edge Wi-Fi hotspots, but dramatically increase fast broadband reach in more neighborhoods citywide. From bringing new local jobs and a guaranteed revenue of \$500 million over the next 12 years, to providing free domestic calling—all at zero cost to taxpayers—LinkNYC will be a game-changer for our city," said Mayor de Blasio.



Photo courtesy of CityBridge

PROCUREMENT IMPACT

In addition to City agencies using the procurement process to fulfill their respective missions and to maintain their operations, City procurement impacts New York City residents in other ways not often thought about by the public. Below are examples of how Fiscal 2015 procurements affected economic, community, and environmental changes in New York City.

Reducing the Environmental Footprint of New York City

Environmentally Preferable Purchasing

The City's Environmentally Preferable Purchasing (EPP) laws were designed to minimize the environmental harm caused by the City in its role as a consumer of goods. This multi-faceted procurement program established environmentally preferable standards to focus on the human health and environmental impact of goods and services purchased by the City to address a host of environmental concerns, including energy and water use, air quality, greenhouse gas emissions, hazardous substances, recycled and reused materials, and waste reduction.

Pursuant to Local Law 118 of 2005, City agencies are required to meet environmentally preferable standards, such as minimum recycled content, when purchasing particular categories of goods and services. In Fiscal 2015, DCAS registered \$9.9 million in goods that met EPP standards including everything from paper to appliances.

City agencies also procure EPP goods indirectly by requiring City construction contractors to use goods that meet EPP standards. During Fiscal 2015, the City registered \$301.4 million in construction contracts that included at least one of 14 possible EPP specifications.

All EPP reports required by law can be found in [Appendix E](#).

Table I-7: **Environmentally Preferable Purchases—Fiscal 2015**

TYPE	CONTRACT VALUE
Goods: Construction Contracts	\$301,436,432
Goods: Direct Purchases	\$9,860,200
Total	\$311,296,632

New York City Contracts and Job Creation

Employment Data/RIMS

The City's procurement actions are an important driver of economic activity within the five boroughs and across the region. One way of measuring that economic value is to measure the number of jobs that the City's spending supports. The Regional Input-Output Modeling System (RIMS II), developed by the U.S. Bureau of Economic Analysis, provides a methodology for determining the local economic impact of public spending, including employment multipliers. Using the RIMS II model, MOCS linked almost 17,000 contract actions, valued at \$11.5 billion, to 63 aggregated industries, resulting in approximately 86,700 direct jobs from City procurement spending in Fiscal 2015.

Table I-8: **Estimated Employment Impact of City Procurement—Fiscal 2015**

INDUSTRY	CONTRACT COUNT	CONTRACT VALUE	DIRECT JOBS
Architecture/Engineering	200	\$248,574,200	900
Construction Services	8,500	\$2,941,365,500	12,100
Goods	1,500	\$1,018,532,300	8,400
Human Services	3,700	\$2,098,497,400	32,500
Professional Services	1,300	\$3,429,093,200	13,700
Standardized Services	1,800	\$1,810,117,500	19,000
Grand Total	16,900	\$11,546,180,200	86,700

New York City Contracts and Preferred Source

New York State's Preferred Source requirements were established by the New York State Finance Law. While satisfying the procurement needs of City agencies, the program creates job opportunities for disabled and incarcerated New Yorkers who otherwise might not be able to find work, empowering them with dignity and a sense of purpose. To advance special social and economic goals, all state agencies, political subdivisions, and public benefit corporations are required to purchase approved products and services from preferred sources if their offering meets the agency's needs. Purchases from preferred sources take precedence over all other sources of supply and do not require competitive procurement methods.

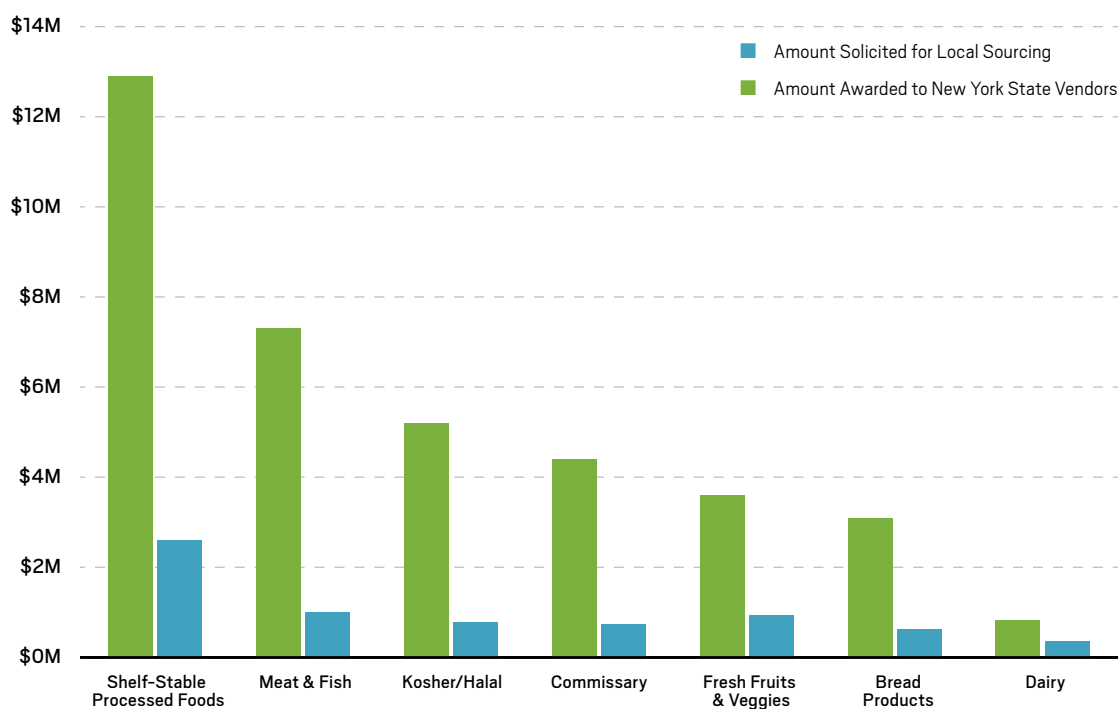
In Fiscal 2015, the City purchased \$57.3 million of goods and services from New York State preferred source vendors. Local Law 125 of 2013 requires MOCS to report annually on preferred source contract awards made by City agencies, additional details of which are available in [Appendix F](#).

New York City Contracts Supporting Local Food Production

With the passage of Local Law 50 of 2011, City agencies have helped provide New Yorkers with fresh, healthy, and delicious food produced locally in New York State. MOCS, in consultation with the City's Food Policy Coordinator, promulgated guidelines for City agencies with strategies to increase procurement of food from New York State growers and producers.

City agencies purchase food directly; for example DCAS purchases the food provided by the Department of Correction (DOC) in City correctional facilities. In Fiscal 2015, DCAS issued \$37.1 million of procurements to purchase food that included price preferences for New York State food, of which 19%, or \$7.0 million, was awarded to New York State locally sourced vendors.

Chart I-5: **Procurement Funds Committed to Local Food Production—Fiscal 2015**



In addition to the DCAS food contract portfolio, human service agencies procure food for the City indirectly through contracts for such services as the Department for the Aging's (DFTA) senior citizen centers and the Department of Homeless Services's (DHS) homeless shelters. The local food procurement guidelines extend to contracts that have \$100,000 or more in spending related to food. The human service portfolio includes 88 of such contracts, totaling roughly \$508 million in food spending. Local Law 50 of 2011 requires agencies to distribute an optional annual survey to human service providers procuring food. The food sourcing survey gathers data about pricing and volume of food during the fiscal year. [Appendix G](#) summarizes the total volume of food reported by respondents as purchased during Fiscal 2015 from New York State sources.

New York City Contracts and Wage Standards

Prevailing Wages

The wages paid for public construction work and building service contracts in New York State are mandated by New York State Labor Law. The New York City Comptroller sets the prevailing wage rates and supplemental benefit rates for trade classifications that apply to certain types of work under public construction and building service contracts performed in the City. Prevailing wages ensure a well-paid and skilled workforce that produces better projects and services for the City.

In Fiscal 2015, the City awarded nearly \$3.0 billion in contracts subject to prevailing wage requirements, a 23% increase from the \$2.4 billion of contracts awarded in Fiscal 2014.

Living Wage

The Living Wage Law, most recently updated by Local Law 37 of 2012, ensures that workers get paid a minimum wage that is based on the cost of living in New York City—an important step in addressing the City's income inequality. The living wage is currently a \$10 per hour base wage with an additional \$1.50 per hour for supplemental wages or in health benefits. City law establishes living wage requirements for certain types of human services contracts such as contracts for day care, Head Start Programs, home care and services to persons with disabilities as well as building services, food services, and temporary workers.

In Fiscal 2015, 71 contracts were registered that were subject to the Living Wage Law, with a cumulative value of more than \$151.2 million.

New York City Contracts and Economic Opportunities for Minority- and Women-Owned Business Enterprises Under Local Law 1 of 2013

New York City remains committed to encouraging a competitive and diverse business environment—one that reflects the diversity of this City. The Minority- and Women-Owned Business Enterprise (M/WBE) Program was created to address the disparity between City contract awards to certain ethnic and gender groups and their representation within the New York City regional market. Overall, the Program seeks to increase the contracting opportunities and participation among City-certified M/WBE firms. The Program is led by citywide M/WBE Director and Counsel to the Mayor, Maya Wiley, and administered jointly by MOCS and the Department of Small Business Services (SBS).

Local Law 1 of 2013 (LL1) established citywide participation goals for M/WBEs for service contracts (standardized, professional, and construction services) regardless of value and for goods contracts valued under \$100,000 that are solicited after July 1, 2013.¹⁰ The Program increases contracting opportunities for M/WBEs by maximizing access to bidding or proposal opportunities for prime contracts (as agencies are required by state law to award prime contracts through a competitive process and M/WBE status may not be a factor in making such an award) and by setting M/WBE participation goals on individual contracts subject to the law. Generally, with certain exclusions, agencies may apply M/WBE participation goals to particular services contracts.¹¹

The following indicators represent some of the information that is required to be reported by LL1. For more details relating to each indicator below, see Appendices [H](#), [I](#), [J](#), [K](#), and [L](#).

Prime Contract M/WBE Utilization

In Fiscal 2015, M/WBE prime contract awards subject to the Program rose slightly to 7.0% of the applicable prime contract universe, compared to 6.8% in Fiscal 2014. The slight increase in M/WBE prime contract awards occurred despite applicable prime contracts being approximately 8.4% lower this year than last fiscal year. Table I-9 demonstrates that M/WBEs were awarded approximately \$396.6 million in prime contracts. Notably, M/WBE prime awards between \$100,000 and \$1 million grew from 12.3% in Fiscal 2014 to 21.3% in Fiscal 2015.

¹⁰ Local Law 129 of 2005 (LL129) preceded LL1. The Program under LL129 was limited to prime contracts valued at less than \$1 million and limited M/WBE subcontracting goals to construction and professional services subcontracts valued under \$1 million. As LL1 does not apply to contracts solicited prior to July 1, 2013, certain subcontract awards during Fiscal 2015 were made on prime contracts that were subject to LL129.

¹¹ Under Section 6-129(q) of the New York City Administrative Code, agencies are not required to set participation goals on the following types of contracts: (1) those subject to federal or state funding requirements which preclude the City from imposing goals; (2) those subject to federal or state law participation requirements for M/WBEs, disadvantaged business enterprises, and/or emerging business enterprises; (3) contracts between agencies; (4) procurements made through the United States General Services Administration or another federal agency, or through the New York State Office of General Services or another state agency, or any other governmental agency; (5) emergency procurements; (6) sole source procurements; (7) contracts for human services; and (8) contracts awarded to nonprofit organizations.

Table I-9: Prime M/WBE Utilization—Fiscal 2015

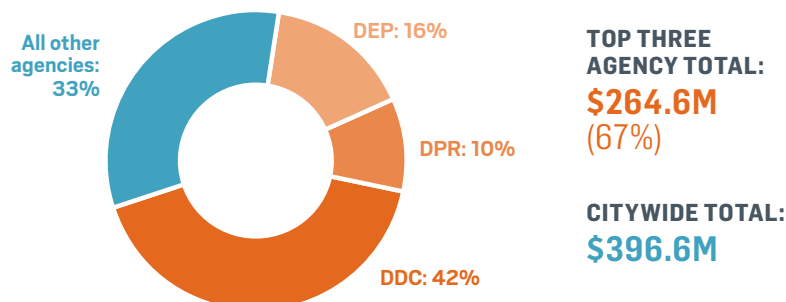
INDUSTRY/SIZE	TOTAL MWBE			TOTAL SUBJECT TO PROGRAM	
	COUNT	CONTRACT VALUE	PERCENT OF TOTAL VALUE	COUNT	CONTRACT VALUE
Construction Services	3,462	\$126,237,700	6.1%	8,881	\$2,066,871,800
≤\$20K	3,362	\$3,882,200	44.1%	8,559	\$8,809,900
>\$20K, ≤\$100K	45	\$2,219,800	62.4%	69	\$3,560,100
>\$100K, ≤\$1M	26	\$15,460,700	40.0%	57	\$38,693,900
>\$1M, ≤\$5M	24	\$56,920,500	17.9%	134	\$318,845,800
>\$5M, ≤\$25M	5	\$47,754,500	7.7%	54	\$617,004,700
>\$25M	0	\$0	0.0%	8	\$1,079,957,400
Goods	5,656	\$39,105,300	29.5%	33,739	\$132,417,400
≤\$20K	5,287	\$20,234,400	28.0%	32,603	\$72,382,000
>\$20K, ≤\$100K	369	\$18,870,900	31.4%	1,136	\$60,035,400
Professional Services	290	\$177,363,600	9.2%	3,228	\$1,930,782,200
≤\$20K	216	\$1,614,200	13.7%	2,785	\$11,806,600
>\$20K, ≤\$100K	25	\$1,743,500	17.0%	166	\$10,231,800
>\$100K, ≤\$1M	23	\$12,055,200	19.0%	125	\$63,345,700
>\$1M, ≤\$5M	11	\$28,452,900	11.0%	92	\$258,359,900
>\$5M, ≤\$25M	15	\$133,497,800	22.8%	54	\$585,580,600
>\$25M	0	\$0	0.0%	6	\$1,001,457,600
Standardized Services	1,829	\$53,874,600	3.4%	11,432	\$1,573,259,500
≤\$20K	1,698	\$9,594,400	22.2%	10,646	\$43,135,400
>\$20K, ≤\$100K	105	\$6,281,200	21.4%	501	\$29,393,100
>\$100K, ≤\$1M	17	\$7,686,300	12.1%	161	\$63,361,800
>\$1M, ≤\$5M	8	\$22,812,800	10.5%	92	\$216,607,200
>\$5M, ≤\$25M	1	\$7,499,900	3.1%	20	\$243,146,400
>\$25M	0	\$0	0.0%	12	\$977,615,700
Grand Total	11,237	\$396,581,200	7.0%	57,280	\$5,703,331,000
≤\$20K	10,563	\$35,325,200	25.9%	54,593	\$136,133,800
>\$20K, ≤\$100K	544	\$29,115,300	28.2%	1,872	\$103,220,500
>\$100K, ≤\$1M	66	\$35,202,200	21.3%	343	\$165,401,400
>\$1M, ≤\$5M	43	\$108,186,200	13.6%	318	\$793,812,900
>\$5M, ≤\$25M	21	\$188,752,200	13.1%	128	\$1,445,731,700
>\$25M	0	\$0	0.0%	26	\$3,059,030,700

For additional details of the information presented in this table, please see [Appendix H](#).

Agency Prime Contracting Highlights

The City is making every effort to increase contracting opportunities for the M/WBE community. As was the case last year, certain agencies have distinguished themselves in this regard during Fiscal 2015. For example, the Department of Design and Construction (DDC) awarded \$164.7 million to M/WBE prime contractors this fiscal year, up from \$127.9 million in Fiscal 2014. The Department of Environmental Protection (DEP) and the Department of Parks and Recreation (DPR) awarded \$61.7 million and \$38.3 million, respectively, during Fiscal 2015. Overall, these agencies significantly assisted in the City's efforts to continue to drive more prime contract awards to M/WBE firms.

Chart I-6: **Prime Awards to M/WBEs: Top 3 Agencies—Fiscal 2015**



Subcontract M/WBE Utilization

Many M/WBEs use subcontracting opportunities as a point of entry into City contracting. With this in mind, M/WBE participation goals are set as material terms on applicable prime contracts to ensure access to City work. The participation goals are set in relation to the scope of work required by the contract and the availability of M/WBEs that are able to perform the work.

As Table I-10 shows, during Fiscal 2015, approximately \$75.2 million were awarded to M/WBEs in subcontracts for standardized, professional, and construction services. These subcontracts were all awarded in Fiscal 2015 regardless of when the prime contract was registered. The subcontracts, distributed among the M/WBE groups, represent 44% of all such qualifying subcontracts awarded. The difference in value between subcontracts awarded to M/WBEs in Fiscal 2015 versus Fiscal 2014 is more than \$14 million, a significant increase. For additional details regarding information presented in Table I-10, please see [Appendix J](#).

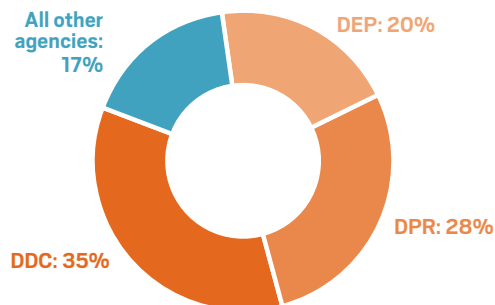
Table I-10: **M/WBE Subcontract Utilization—Fiscal 2015**

LL1/LL129 COMBINED SUB INDUSTRY	M/WBE			TOTAL SUBCONTRACTS ON PRIMES SUBJECT TO PROGRAM	
	COUNT	SUBCONTRACT VALUE	PERCENT OF TOTAL VALUE	COUNT	SUBCONTRACT VALUE
Construction	367	\$48,475,000	45%	830	\$108,766,000
Professional Services	168	\$22,366,500	52%	433	\$42,791,500
Standardized Services	48	\$4,386,100	24%	98	\$18,541,300
Grand Total	583	\$75,227,600	44%	1,361	\$170,098,800

Agency Subcontracting Highlights

As was the case in Fiscal 2014, DDC accounted for a significant portion of the subcontracts awarded to M/WBEs during the reporting period. DDC's \$26.3 million in M/WBE subcontract awards were more than any other agency. Also, just as with M/WBE prime contract awards, DPR and DEP rounded out the top three agencies with approximately \$20.7 million and \$15.3 million in awards respectively.

Chart I-7: **Subcontract Awards to M/WBEs: Top 3 Agencies—Fiscal 2015**



TOP THREE AGENCY TOTAL:
\$62.3 M
(83%)

CITYWIDE TOTAL:
\$75.2 M

Large-Scale Contract Approvals

The law requires City agencies to obtain approval by the City Chief Procurement Officer (CCPO) before soliciting procurements anticipated to be valued at more than \$10 million. The CCPO is required to review the procurements in order to evaluate whether it is practicable to divide the proposed contracts into smaller contracts, and whether doing so will enhance competition among M/WBEs. A full list of these determinations is included in [Appendix K](#).

Table I-11: **Large-Scale Contract Approvals—Fiscal 2015**¹²

BASIS FOR DETERMINATION	COUNT OF CONTRACT	SUM OF CONTRACT VALUE
Single Indivisible Project	41	\$2,833,543,000
Requirements Contract	35	\$770,315,200
Multiple Site	31	\$1,288,917,800
Human Services	15	\$298,375,300
Unique/Unusual Good or Service	4	\$178,903,100
Grand Total	126	\$5,370,054,400

Waivers, Modifications, and Noncompliance

Waivers are granted during the solicitation stage for contracts that have M/WBE participation goals. Vendors are eligible to receive a full waiver on a prime contract upon demonstrating that they can self-perform all of the work that can otherwise be subcontracted to a certified M/WBE. Vendors are eligible to receive a partial waiver on a prime contract when they demonstrate the need to subcontract at an amount less than the agency-established goal for the contract due to their own self-performance. Vendors filed a total of 179 requests for waivers in Fiscal 2015. Of those, 27 were denied, 74 were approved as full waivers, and 78 were approved as partial waivers. Most notably, of the 152 waivers that were approved, only 22 were associated with successful contract awards. Waiver determinations are further detailed in [Appendix L](#).

There were no requests made by vendors for modifications of M/WBE goals or findings of noncompliance during the fiscal year.

There were seven complaints related to LL1 in Fiscal 2015. Six complaints were related to large goods contracts solicited by DCAS that did not include M/WBE participation goals—five of which centered on a multi-million dollar IT goods contract between DCAS and an IT goods provider. The other complaint revolved around a DCAS furniture goods contract valued more than \$100,000. M/WBE vendors protested the lack of participation goals as well as the expansive scope of the contracts. LL1 does not support setting goals on goods contracts over \$100,000. DCAS held a joint information session with the IT goods provider for City-certified M/WBEs to discuss partnership opportunities and for the furniture bid, DCAS included language encouraging bidding manufacturers to work with certified M/WBE firms. As no violation of LL1 occurred in either instance, no contract enforcement provisions rooted in LL1 were invoked. The City, however, remains committed to ensuring opportunities for M/WBEs in connection with such contracts.

The City received an additional anonymous complaint alleging that a certified M/WBE did not actually meet the criteria for certification with SBS. The matter was referred to the DOI for review. Appropriate actions will be taken if the allegations are substantiated.

¹² Approvals that occurred in Fiscal 2015 but have not yet resulted in the release of any solicitation are reported only after the contract is awarded in order to protect the integrity of the bidding/proposal process.

New York City's City Hall is the oldest city hall in the United States that still performs its original government functions. (Isabel Dickstein/MOCS)



II. Mayor's Office of Contract Services Indicators

MOCS works with agencies, vendors, and providers to ensure that the contracting process is fair, efficient, transparent, and cost-effective to the City. MOCS's mission is to:

- Provide leadership in the procurement process through knowledge, teamwork, and communication;
- Support City agencies' policy and programmatic goals;
- Ensure integrity, accountability, and vendor responsibility;
- Safeguard public funds;
- Maximize efficiencies; and
- Maintain and oversee vendor information systems.

Consistent with this mission, MOCS offers the following services to agencies and vendors:

1. Agency Support and Assistance

- **Procurement Review and Support to Agencies:** MOCS reviews and approves procurements initiated by mayoral agencies, including solicitation documents and contract awards. The reviews include determining if procurements comply with New York State and local laws, the City Charter, the PPB Rules, and City policies.
- **Vendor Responsibility and Integrity Support to Agencies:** MOCS maintains the legislatively mandated citywide database on business integrity, VENDEX, which enables agencies to research information relating to City vendors, their principals, and related entities to help agencies make vendor responsibility determinations. See the Glossary for more information on VENDEX. MOCS assists agencies as they conduct vendor integrity assessments. MOCS also conducts assessments of the organizational capacity and governance practices of nonprofit vendors through the Nonprofit Capacity Building and Oversight Review program. MOCS oversees and coordinates vetting procedures and prequalification determinations for City Council discretionary awards.

2. Vendor Relations

- **Vendor Technical Assistance and Support:** MOCS provides client services to vendors, including assisting in processing VENDEX questionnaires and enrolling vendors onto the citywide bidders lists, making them eligible to receive notification of upcoming procurement opportunities. For nonprofit vendors, MOCS provides sector-specific technical assistance to strengthen a nonprofit's board governance and provides education on financial management, legal compliance, and contract management. Additionally, MOCS partners with the Fund for the City of New York (FCNY) to provide nonprofits with the Returnable Grant Fund (RGF) loan program, which offers a short-term, interest-free loan program for nonprofits with City contracts.

3. Legal Compliance and Transparency

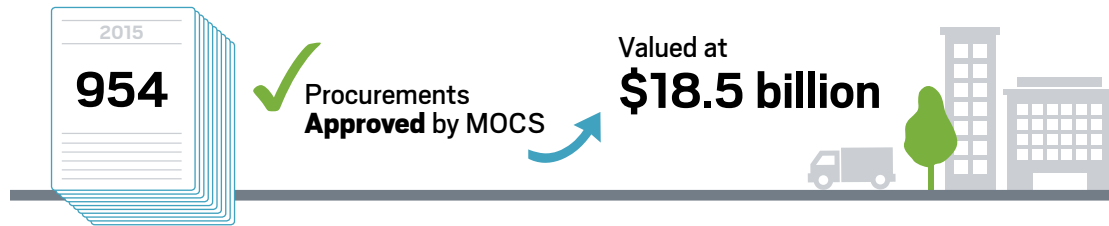
- **Legal Compliance and Support to Agencies:** MOCS provides agencies with compliance support related to the City's M/WBE program, coordination of the FCRC, and labor-related and other initiatives at the local, state, and federal levels.
- **Transparency and Public Information:** MOCS provides data analysis for key procurement indicators and publishes required reports. Additionally, MOCS maintains the Doing Business Database created to enforce the City's "Pay-to-Play" statute (Local Law 34 of 2007), used to enforce campaign contribution limits. MOCS also operates a Public Access Center that makes non-confidential information in the VENDEX system available to the public.

1. AGENCY SUPPORT AND ASSISTANCE

MOCS Approvals

MOCS approves procurements at the pre-solicitation and contract award phases. MOCS also conducts reviews to ensure compliance with various laws, rules, and policies on the City's most complex and diverse procurements. In Fiscal 2015, MOCS approved a total of 954 procurement actions valued at more than \$18.5 billion.

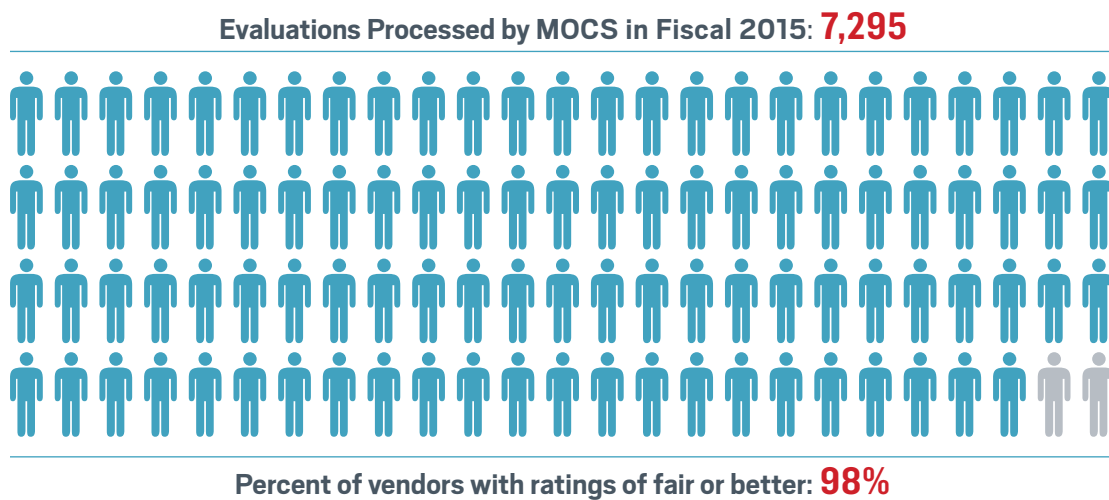
Chart II-1: MOCS Approvals—Fiscal 2015



Performance Evaluations for Tracking Vendor Contract Performance

The PPB rules require that agencies evaluate all open contracts for vendor performance at least once per year. The three major performance evaluation criteria are: (1) timeliness of performance, (2) fiscal administration and accountability, and (3) overall quality of performance. MOCS coordinates the processing and finalization of all performance evaluations with the agencies, including vendor notification of the evaluation outcome. In Fiscal 2015, MOCS processed 7,295 performance evaluations in which 98% of vendors received a rating of fair or better.

Chart II-2: Vendor Performance Evaluations—Fiscal 2015

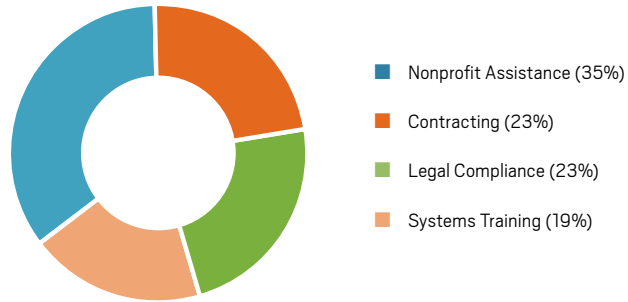


Procurement Training Institute

The Procurement Training Institute (PTI) is a division within DCAS's Citywide Training Center overseen by MOCS that is responsible for the training and certification of procurement professionals. MOCS develops and offers a full curriculum of classes on best practices and City procurement laws and regulations, and tracks the compliance of those individuals requiring certification. In Fiscal 2015, PTI trained 2,427 participants on various procurement related topics.

Chart II-3: **PTI Number of Professionals Trained—Fiscal 2015**

NUMBER OF PARTICIPANTS COMPLETING TRAINING:
2,427

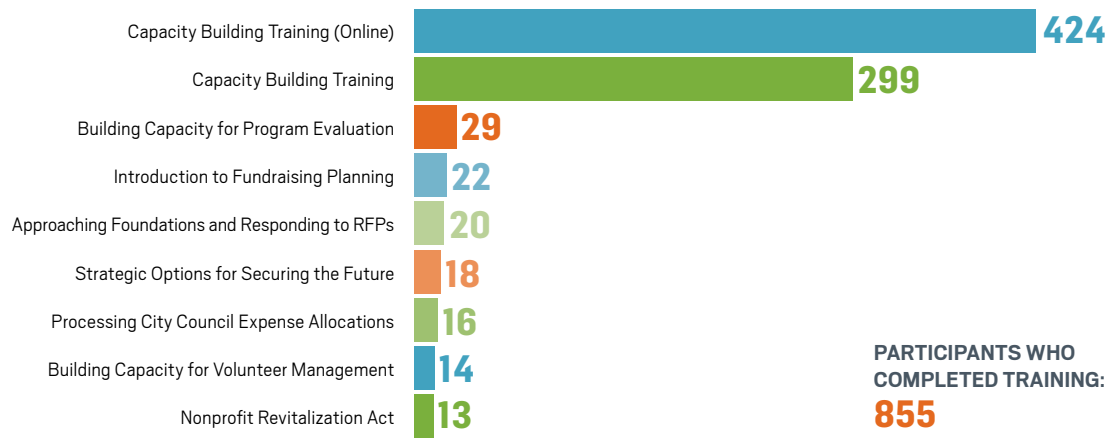


2. VENDOR RELATIONS

Capacity Building & Oversight Trainings

The Capacity Building & Oversight Unit (CBO) training program provides free opportunities to the City's nonprofit partners to learn about best practices in nonprofit management. Trainings cover information on how to stay in compliance with State nonprofit law and Federal filing requirements, how to build and energize a board of directors to provide the oversight and support an organization needs to be successful, and best practices and policies to ensure an organization can sustain success over time, particularly in the areas of fiscal management and human resources. In Fiscal 2015, 855 nonprofit leaders and staff from City agencies that work with nonprofits completed trainings.

Chart II-4: **Capacity Building and Oversight Trainings: Number of Trained Professionals—Fiscal 2015**



CBO also does in-depth assessments called CBO Reviews to ensure nonprofits are operating with best practices in the areas of governance and financial management. CBO closed 37 CBO Reviews, some of which were opened in prior fiscal years, after the nonprofit implemented the individualized recommendations issued as part of the CBO Review process.

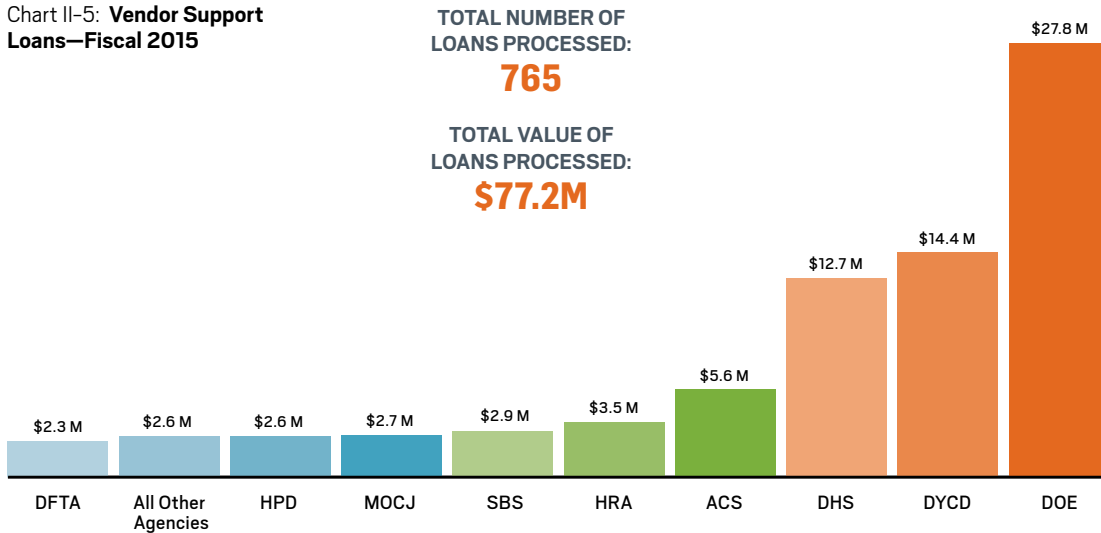
Nonprofit Assistance Helpline

MOCS's Nonprofit Assistance Helpline, through 311, is a technical assistance and resource hotline that is answered by the Nonprofit Contract Facilitator and MOCS staff. Nonprofits can speak with a knowledgeable staff member for answers about nonprofit practices, legal requirements, contract requirements, procurement requirements, or the status of a contract that is being processed by a City agency. In Fiscal 2015, MOCS fielded more than 10,000 phone calls and more than 5,000 emails directly related to nonprofit assistance.

Returnable Grant Fund Loans

MOCS works with FCNY who administers a program to provide interest-free loans through the RGF to vendors awarded City contracts that are experiencing short-term cash flow issues while their contracts are being registered. These loans ensure continuity of services and stabilize operations for City vendors. MOCS tracks both the quantity and the dollar value of the loans processed. In Fiscal 2015, MOCS processed 765 loans valued at \$77.2 million, more than double than Fiscal 2014.

Chart II-5: **Vendor Support Loans—Fiscal 2015**



3. LEGAL COMPLIANCE AND TRANSPARENCY

Cycle Time for VENDEX Submissions

VENDEX, a legally mandated public database, tracks information provided by vendors through questionnaires, as well as information provided by City agencies and law enforcement organizations to assist contracting agencies in making responsibility determinations prior to making awards. MOCS tracks the total number of VENDEX questionnaires submitted, as well as the total number of days it takes to review a submission after an agency informs MOCS of an imminent award through a Department Request. In Fiscal 2015, VENDEX submission packages totaled 12,360 with an average review time of 23 days for those with a Department Request.

Public Hearings

City agencies are required by the New York City Charter and by PPB rules to hold public hearings on certain proposed contracts valued in excess of \$100,000. Public hearings provide transparency related to the procurement process and an opportunity for the public to comment on proposed contracts. In Fiscal 2015, MOCS administered 16 public hearings for 517 contracts, totaling more than \$4.8 billion in value.

Chart II-6: **Public Hearings Held for Contracts with the City—Fiscal 2015**



Doing Business Accountability

Local Law 34 of 2007 established a public Doing Business Database of all entities that are doing or seek to do business with the City, as well as their principal officers, owners, and senior managers. In order to avoid the actuality or appearance of a link between governmental decisions and large campaign contributions, lower municipal campaign contribution limits apply to the people listed in the database. MOCS tracks both the number of forms submitted and the number of transactions completed. Information about these entities and people is obtained through a Doing Business Data Form. These forms are collected by City agencies with proposals, at the beginning of contract negotiations or discussions with proposed vendors, as well as when a contract is awarded. When an entity has proposed and has been awarded business by the City that reaches or exceeds threshold amounts, the persons associated with the entity are considered to be doing business with the City. They are then listed on the public Doing Business Database and are subject to the stricter limits for campaign donations defined by the law.

Chart II-7: **Breakdown of Entities Doing or Seeking Business with New York City—Fiscal 2015**





In Fiscal 2015, DCAS bought more than 1.1 million apples from New York State growers. (Isabel Dickstein/MOCS)

III. Agency Indicators: City Operations

The six agencies highlighted in this section are grouped together because they function to maintain City operations. They work to support other agencies, help ensure the integrity of City vendors and its workforce, protect fair markets, safeguard a part of the City's revenue stream, and protect New York City consumers.

The agencies included in this section are: Business Integrity Commission (BIC), Department of Citywide Administrative Services (DCAS), Department of Finance (DOF), Department of Information Technology and Telecommunications (DoITT), Department of Investigation (DOI), and the New York City Law Department (LAW).

In Fiscal 2015, these six agencies registered more than 5,400 contract actions, valued cumulatively at almost \$1.7 billion. These contracts are primarily for goods, 74% by value, though these agencies procured contracts in other industries including standardized services (15%) and professional services (9%).

BUSINESS INTEGRITY COMMISSION

BIC is a regulatory and law enforcement agency that oversees and licenses businesses in the trade waste removal industry and public wholesale markets in New York City. BIC's mission is to eliminate organized crime and other forms of corruption and criminality from the industries it regulates. The Commission conducts criminal investigations, issues violations for regulatory infractions, responds to inquiries, resolves complaints, and makes recommendations to the Department of Sanitation (DSNY) concerning the fairness of the application process for contracts to operate transfer stations.

Table III-1: **BIC Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	2	(\$5,100)
Intergovernmental	3	\$309,000
Micropurchase	168	\$269,300
Small Purchase	5	\$114,500
BIC	178	\$687,700

Table III-2: **BIC Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$1,600
Goods	93	\$180,000
Professional Services	15	\$168,600
Standardized Services	69	\$337,500
BIC	178	\$687,700

Table III-3: **BIC Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	(\$5,100)
> \$0 and ≤ \$100 thousand	174	\$398,200
> \$100 thousand and ≤ \$1 million	2	\$294,700
BIC	178	\$687,700



HEATING OIL

DCAS launched several significant contracts during Fiscal 2015 to reduce greenhouse gas emissions and increase energy efficiency. Among these is a contract for \$62.1 million to provide New York City with heating and bioheating oil. This contract will reduce greenhouse gas emissions from New York City buildings by ensuring that fuel consistency is maintained at a 5% or more renewable biofuel standard. This initiative maintains New York City's position as a leader in the use of sustainable and alternative fuels and advances its goal of becoming a healthier, green-friendly municipality. New York City residents benefit from improved air quality and less toxic waste.

DEPARTMENT OF CITYWIDE ADMINISTRATIVE SERVICES

DCAS ensures that all New York City agencies have the critical resources and support needed to fulfill their respective missions. Among DCAS's responsibilities are the support of City agencies in workforce recruitment, hiring and training of City employees, management of facilities, inspection and distribution of supplies and equipment, and implementation of energy conservation programs throughout City-owned facilities.

The DCAS Office of Citywide Procurement (OCP) operates as a centralized procurement office for New York City's agencies for goods and services. DCAS OCP's mission is to provide high-quality, cost-effective goods and services, while ensuring the products purchased and services that the City obtains support the long term strategic and environmental goals of the City.

Table III-4: DCAS Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Accelerated	98	\$121,828,100
Amendment	70	\$62,458,400
Amendment Extension	6	\$689,000
Buy-Against	8	\$3,500,900
Competitive Sealed Bid	262	\$800,139,000
Construction Change Order	212	\$8,842,200
Demonstration Project	3	\$228,500
Design Change Order	1	\$1,500,000
Emergency	4	\$2,289,200
Government-to-Government Purchase	3	\$21,500
Intergovernmental	285	\$239,746,700
Micropurchase	1,298	\$3,021,300
Negotiated Acquisition	2	\$2,725,400
Negotiated Acquisition Extension	13	\$23,855,600
Renewal	12	\$13,359,900
Request for Proposal	4	\$1,500,000
Required Source or Procurement Method	2	\$20,042,600
Small Purchase	98	\$6,459,500
Sole Source	16	\$5,071,400
Task Order	10	\$1,002,400
DCAS	2,407	\$1,318,281,700

Table III-5: DCAS Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	\$3,510,000
Construction Services	232	\$29,549,800
Goods	1,490	\$1,167,373,000
Human Services	7	\$8,300
Professional Services	140	\$15,421,900
Standardized Services	534	\$102,418,700
DCAS	2,407	\$1,318,281,700

Table III-6: DCAS Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	21	(\$8,617,600)
> \$0 and ≤ \$100 thousand	1,763	\$20,246,000
> \$100 thousand and ≤ \$1 million	433	\$164,592,700
> \$1 million and ≤ \$3 million	122	\$226,664,300
> \$3 million and ≤ \$25 million	59	\$499,111,100
> \$25 million	9	\$416,285,200
DCAS	2,407	\$1,318,281,700

DEPARTMENT OF FINANCE

The mission of DOF is to administer the tax and revenue laws of the City fairly, efficiently, and transparently; receive and account for City revenues; instill public confidence and encourage compliance; and provide exceptional customer service to taxpayers.

Table III-7: DOF Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	20	\$5,296,600
Amendment Extension	18	\$4,177,900
Competitive Sealed Bid	1	\$362,000
Government-to-Government Purchase	13	\$113,600
Intergovernmental	11	\$659,900
Micropurchase	654	\$1,449,800
Negotiated Acquisition	2	\$261,500
Negotiated Acquisition Extension	3	\$1,815,700
Renewal	4	\$513,800
Request for Proposal	2	\$23,540,700
Required Source or Procurement Method	2	\$1,135,700
Small Purchase	9	\$457,000
Task Order	6	\$617,600
DOF	745	\$40,401,700

INTEGRATED BUSINESS TAX SOFTWARE SOLUTIONS

In Fiscal 2015, DOF awarded a contract to FAST Enterprises for the design, development, and implementation of a new integrated Business Tax Software (BTS) solution. The BTS is based on industry-standard hardware, software, and networking components and will provide a full suite of processing and administration functionality for all business and excise tax programs administered by DOF. In addition, it will interface with the agency's existing audit support systems.

"We are replacing our over twenty-year-old legacy computer system for business and excise taxes with an integrated tax software solution. The new system is highly configurable, and will enable the Agency to more easily adapt to changes in tax rates or other changes to tax laws," said Jacques Jiha, Commissioner of the Department of Finance.¹³

Tarkey Alhozaimy/MOCS

¹³ See http://www1.nyc.gov/assets/finance/downloads/pdf/press_release/jiha_2016_budget_testimony_030415.pdf

Table III-8: **DOF Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	8	\$16,900
Goods	455	\$1,482,700
Professional Services	82	\$28,008,000
Standardized Services	200	\$10,894,200
DOF	745	\$40,401,700

Table III-9: **DOF Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	(\$64,500)
> \$0 and ≤ \$100 thousand	713	\$4,081,700
> \$100 thousand and ≤ \$1 million	27	\$8,630,400
> \$1 million and ≤ \$3 million	3	\$4,930,400
> \$3 million and ≤ \$25 million	1	\$22,823,700
DOF	745	\$40,401,700

DEPARTMENT OF INFORMATION TECHNOLOGY AND TELECOMMUNICATIONS

DoITT is the City's primary IT services, infrastructure, and telecommunications manager. DoITT serves 120 City agencies, boards, and offices, 300,000 City employees, and the more than 8 million New York City residents¹⁴ every day. DoITT IT platforms receive approximately 50 million visitors each year. As the City's technology leader, DoITT is responsible for maintaining the foundational IT infrastructure and systems that touch every aspect of City life—from public safety to human services, education to economic development—stretching across the full spectrum of governmental operations.

Table III-10: **DoITT Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	47	\$37,161,900
Amendment Extension	103	\$65,327,700
Competitive Sealed Bid	2	\$303,500
Intergovernmental	43	\$15,692,300
Micropurchase	372	\$1,187,400
Negotiated Acquisition	2	\$475,900
Negotiated Acquisition Extension	1	\$6,432,400
Renewal	7	\$3,459,200
Request for Proposal	1	\$21,199,500
Required Source or Procurement Method	1	\$200,000
Small Purchase	15	\$852,800
Sole Source	1	\$954,800
Task Order	74	\$93,616,100
DoITT	669	\$246,863,500

¹⁴ See http://www.nyc.gov/html/dcp/html/census/pop_facts.shtml

Table III-11: DoITT Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$100
Goods	215	\$69,862,100
Human Services	1	\$200
Professional Services	218	\$61,411,400
Standardized Services	234	\$115,589,700
DoITT	669	\$246,863,500

Table III-12: DoITT Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	5	(\$24,007,600)
> \$0 and ≤ \$100 thousand	522	\$7,933,400
> \$100 thousand and ≤ \$1 million	115	\$28,612,600
> \$1 million and ≤ \$3 million	15	\$32,072,100
> \$3 million and ≤ \$25 million	10	\$117,038,000
> \$25 million	2	\$85,215,000
DoITT	669	\$246,863,500

DEPARTMENT OF INVESTIGATION

DOI is responsible for the investigation and referral of criminal prosecution of cases involving fraud, corruption, and unethical conduct involving the City's more than 300,000 employees, contractors, and others who receive City funds. DOI is also charged with studying agency procedures to identify corruption risks and to recommend improvements to reduce the City's vulnerability to fraud, waste, and corruption. In addition, DOI conducts investigations into the background of persons selected to work in decision-making or sensitive City jobs and checks on those who are awarded contracts with the City to determine if they are suited to serve the public trust.

Table III-13: DOI Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Intergovernmental	7	\$378,900
Micropurchase	384	\$1,271,400
Negotiated Acquisition	4	\$7,124,500
Small Purchase	4	\$343,300
Sole Source	1	\$141,000
DOI	400	\$9,259,100

Table III-14: DOI Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Goods	234	\$713,200
Professional Services	16	\$7,160,500
Standardized Services	150	\$1,385,400
DOI	400	\$9,259,100

Table III-15: DOI Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	396	\$2,002,900
> \$100 thousand and ≤ \$1 million	2	\$256,200
> \$1 million and ≤ \$3 million	1	\$2,000,000
> \$3 million and ≤ \$25 million	1	\$5,000,000
DOI	400	\$9,259,100

LAW DEPARTMENT

The Law Department represents the City, the Mayor, other elected officials, and the City's many agencies in all affirmative and defensive civil litigation, juvenile delinquency proceedings brought in Family Court, and Administrative Code enforcement proceedings brought in Criminal Court. Law Department attorneys draft and review local and state legislation, real estate leases, contracts, and financial instruments for the sale of municipal bonds. The Law Department also provides legal counsel to City officials on a wide range of issues such as immigration, education, and environmental policy.

Table III-16: LAW Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	29	\$7,130,400
Amendment Extension	9	\$3,798,800
Assignment	2	\$278,100
Competitive Sealed Bid	1	\$799,000
Intergovernmental	19	\$803,000
Micropurchase	889	\$3,703,000
Negotiated Acquisition	46	\$22,376,400
Negotiated Acquisition Extension	5	\$2,099,000
Renewal	5	\$8,150,000
Request for Proposal	1	\$3,600,000
Small Purchase	3	\$194,400
Sole Source	2	\$1,926,900
Task Order	1	\$422,300
LAW	1,012	\$55,281,400

Table III-17: LAW Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$81,300
Construction Services	1	\$800
Goods	69	\$814,000
Professional Services	414	\$45,988,700
Standardized Services	527	\$8,396,600
LAW	1,012	\$55,281,400

Table III-18: LAW Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	3	(\$1,885,800)
> \$0 and ≤ \$100 thousand	964	\$7,664,900
> \$100 thousand and ≤ \$1 million	33	\$15,823,400
> \$1 million and ≤ \$3 million	8	\$11,904,200
> \$3 million and ≤ \$25 million	4	\$21,774,600
LAW	1,012	\$55,281,400



To facilitate economic growth, DCP proposed and approved the rezoning of the Vanderbilt Corridor, a five block swath next to Grand Central Terminal. (Isabel Dickstein/MOCS)

IV. Agency Indicators: Civic Services

New York City civic service agencies' core functions are designed to identify and address community needs and public concerns. Services provided by these agencies include: public safety and education, law enforcement, emergency response, and economic development. Each of these agencies is dedicated to addressing local needs and enhancing the quality of life for all New Yorkers including strengthening communities, helping neighbors in need, promoting healthier lifestyles, and encouraging emergency preparedness.

Agencies that provide these public services include: City Commission on Human Rights (CCHR), Civilian Complaint Review Board (CCRB), Department of Buildings (DOB), Department of City Planning (DCP), Department of Consumer Affairs (DCA), Department of Correction (DOC), Department of Cultural Affairs (DCLA), Department of Sanitation (DSNY), Department of Small Business Services (SBS), Fire Department of the City of New York (FDNY), Landmarks Preservation Commission (LPC), New York City Police Department (NYPD), Office of Administrative Trials and Hearings (OATH), Office of Emergency Management (NYCEM), and Taxi and Limousine Commission (TLC).

In Fiscal 2015, these 15 agencies registered more than 17,000 contract actions, cumulatively valued at more than \$3.5 billion. These contracts are primarily for professional services, 58% by value, though these agencies procured contracts in other industries including standardized services (35%) and construction services (2%).

CITY COMMISSION ON HUMAN RIGHTS

CCHR is responsible for enforcing the City's Human Rights Law, which prohibits discrimination in employment, housing, and public accommodations. CCHR is also dedicated to educating the public about their rights and promoting positive community relations. CCHR consists of two separate bureaus: Law Enforcement and Community Relations. The Law Enforcement Bureau is responsible for the intake, investigation, and prosecution of complaints alleging violation of the law while the Community Relations Bureau provides education to the public on the Human Rights Law.

Table IV-1: CCHR Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Government-to-Government Purchase	1	\$500
Micropurchase	232	\$413,700
Small Purchase	3	\$68,400
Task Order	2	\$4,800
CCHR	238	\$487,400

Table IV-2: CCHR Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$1,400
Goods	156	\$304,400
Professional Services	7	\$25,100
Standardized Services	74	\$156,500
CCHR	238	\$487,400

Table IV-3: CCHR Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	238	\$487,400
CCHR	238	\$487,400

CIVILIAN COMPLAINT REVIEW BOARD

CCRB is the City agency tasked with the investigation and mediation of civilian complaints against the NYPD related to unnecessary force, abuse of authority, discourtesy, or the use of offensive language. The Board facilitates voluntary mediation between complainants and the officer named in the complaint with the goal of assisting both parties to reach an understanding regarding the incident(s) in question. The CCRB also prosecutes substantiated cases of officer misconduct for which the Board can make various types of disciplinary recommendations.

Table IV-4: CCRB Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	5	\$14,500
Intergovernmental	3	\$94,400
Micropurchase	224	\$195,000
Small Purchase	7	\$182,600
CCRB	239	\$486,500

Table IV-5: CCRB Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$1,000
Goods	159	\$238,700
Professional Services	9	\$29,300
Standardized Services	70	\$217,600
CCRB	239	\$486,500

Table IV-6: CCRB Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	239	\$486,500
CCRB	239	\$486,500

DEPARTMENT OF BUILDINGS

DOB ensures the safe and lawful use of more than a million buildings and properties in the City by enforcing the City's Building Code, Electrical Code, Zoning Resolutions, certain New York State Labor Laws, and the New York State Multiple Dwelling Law. DOB's main activities include performing plan examinations, issuing construction permits, inspecting properties, and licensing trades.

Table IV-7: DOB Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	10	\$1,339,900
Amendment Extension	23	\$7,334,700
Intergovernmental	14	\$535,600
Micropurchase	703	\$1,375,900
Negotiated Acquisition Extension	1	\$250,000
Request for Proposal	1	\$198,400
Small Purchase	9	\$652,200
Sole Source	1	\$559,900
Task Order	9	\$2,161,600
DOB	771	\$14,408,300

Table IV-8: **DOB Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	3	\$10,000
Goods	495	\$1,861,800
Professional Services	87	\$4,778,900
Standardized Services	186	\$7,757,600
DOB	771	\$14,408,300

Table IV-9: **DOB Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	751	\$3,380,000
> \$100 thousand and ≤ \$1 million	15	\$3,539,600
> \$1 million and ≤ \$3 million	5	\$7,488,600
DOB	771	\$14,408,300

DEPARTMENT OF CITY PLANNING

DCP promotes housing production and affordability, fosters economic development by coordinating investments in infrastructure and services, and supports resilient and sustainable communities across the five boroughs for a more equitable New York City. Under the “Housing New York: A Five-Borough, Ten Year Plan,” DCP will lead coordinated, ground up neighborhood planning studies and advance regulatory changes—including mandatory inclusionary housing in newly rezoned areas—to promote more economically diverse communities and housing opportunities for New Yorkers at all income levels. In addition, DCP is committed to expanding public access to planning resources including land use, housing, and population data through its online Community Portal, and supports New Yorkers’ informed participation in neighborhood planning and land use review processes.

Table IV-10: **DCP Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	1	\$1,071,000
Intergovernmental	1	\$40,600
Micropurchase	298	\$755,300
Small Purchase	3	\$95,300
Task Order	5	\$1,131,600
DCP	308	\$3,093,900

Table IV-11: **DCP Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	4	\$2,600
Goods	224	\$671,400
Professional Services	34	\$2,027,000
Standardized Services	46	\$392,900
DCP	308	\$3,093,900

Table IV-12: **DCP Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	302	\$891,200
> \$100 thousand and ≤ \$1 million	5	\$1,131,600
> \$1 million and ≤ \$3 million	1	\$1,071,000
DCP	308	\$3,093,900

DEPARTMENT OF CONSUMER AFFAIRS

DCA empowers consumers and businesses to ensure a fair and vibrant marketplace. DCA licenses and regulates more than 80,000 businesses in 55 different industries and enforces the Consumer Protection Law and other related business laws in New York City. The agency educates the public and businesses through outreach and partnerships with stakeholders throughout the City. DCA performs onsite inspections of businesses to ensure compliance with license regulations, weights and measures regulations, and other laws. DCA also protects consumers from predatory and deceptive practices by conducting investigations, mediating consumer complaints, and issuing subpoenas. Additionally, DCA oversees the City's Paid Sick Leave Law, which allows more than a million workers in the City to use earned sick leave for themselves or to care for a family member.

Table IV-13: **DCA Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	10	\$502,700
Amendment Extension	1	\$60,400
Intergovernmental	7	\$265,000
Micropurchase	622	\$1,285,900
Renewal	6	\$6,476,900
Request for Proposal	1	\$25,000
Small Purchase	6	\$306,000
Sole Source	1	\$400
Task Order	2	\$148,600
DCA	656	\$9,070,900

Table IV-14: **DCA Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	\$6,800
Goods	245	\$455,800
Human Services	13	\$6,709,100
Professional Services	56	\$1,079,400
Standardized Services	341	\$819,800
DCA	656	\$9,070,900

Table IV-15: **DCA Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	\$0
> \$0 and ≤ \$100 thousand	648	\$2,344,900
> \$100 thousand and ≤ \$1 million	6	\$3,863,900
> \$1 million and ≤ \$3 million	1	\$2,862,100
DCA	656	\$9,070,900

FINANCIAL EMPOWERMENT CENTERS

PROCUREMENT HIGHLIGHT

In Fiscal 2015, DCA renewed a series of contracts for economic opportunity projects designed to empower low income individuals with financial counseling. This brand of counseling provides families and residents with the knowledge necessary to maneuver through their financial situations with increased capability and confidence. These projects guide New York City families through the daunting tasks of tackling debt, saving for the future, opening bank accounts, improving credit, and similar steps necessary to secure their financial goals. Through these procurements,

DCA works with competent nonprofit organizations to establish and maintain Financial Empowerment Centers across the five boroughs. These centers offer workshops, hotlines, and free one-to-one counseling with financial advisors. They can be located easily by calling 311 or through an online directory on DCA's website, where residents can also apply directly for assistance. In Fiscal 2015, these vendors served 5,350 individual clients in more than 8,000 counseling sessions.

NYC Department of Consumer Affairs

DEPARTMENT OF CORRECTION

DOC provides for the care, custody, and control of persons accused of crimes or convicted and sentenced to one year or less of jail time. DOC operates 15 inmate facilities, 10 of which are located on Rikers Island. In addition, DOC operates two hospital prison wards and court holding facilities in Criminal, Supreme, and Family Courts in each borough.

Table IV-16: **DOC Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	9	\$26,924,100
Amendment Extension	13	\$10,188,100
Competitive Sealed Bid	8	\$12,077,500
Construction Change Order	3	\$12,353,800
Design Change Order	3	\$293,200
Emergency	1	\$310,000
Intergovernmental	8	\$620,400
Micropurchase	1,101	\$4,546,700
Negotiated Acquisition Extension	2	\$815,600
Renewal	12	\$6,707,000
Request for Proposal	2	\$21,000,000
Required Source or Procurement Method	4	\$2,194,400
Small Purchase	67	\$3,899,200
Sole Source	1	\$196,400
Task Order	6	\$6,424,500
DOC	1,240	\$108,550,800

Table IV-17: **DOC Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	5	\$21,293,200
Construction Services	12	\$13,719,900
Goods	977	\$12,417,500
Human Services	3	\$600,800
Professional Services	75	\$5,231,800
Standardized Services	168	\$55,287,700
DOC	1,240	\$108,550,800

Table IV-18: **DOC Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	6	(\$138,900)
> \$0 and ≤ \$100 thousand	1,191	\$9,620,600
> \$100 thousand and ≤ \$1 million	29	\$10,134,400
> \$1 million and ≤ \$3 million	7	\$12,270,400
> \$3 million and ≤ \$25 million	7	\$76,664,300
DOC	1,240	\$108,550,800

DEPARTMENT OF CULTURAL AFFAIRS

DCLA is dedicated to supporting and strengthening New York City's vibrant cultural life by ensuring adequate public funding for nonprofit cultural organizations and by promoting and advocating for quality arts programming. DCLA represents and serves nonprofit cultural organizations involved in the visual, literary, and performing arts, as well as public-oriented science and humanities institutions and creative artists who live and work in the City.¹⁵

Table IV-19: **DCLA Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	6	\$113,600
Amendment Extension	2	\$39,500
Intergovernmental	2	\$91,300
Line-Item Appropriation	3	\$1,724,800
Micropurchase	96	\$145,200
Required Source or Procurements Method	1	\$56,100
Small Purchase	10	\$569,300
DCLA	120	\$2,739,800

Table IV-20: **DCLA Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	76	\$2,166,900
Human Services	2	\$67,900
Professional Services	7	\$200,500
Standardized Services	35	\$304,500
DCLA	120	\$2,739,800

¹⁵ DCLA issues the majority of their programmatic funds through grants. In Fiscal 2015 DCLA filed 172 grants and grant amendments with a total value of \$19.8 million to support cultural services in New York City.

Table IV-21: **DCLA Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	117	\$1,015,000
> \$100 thousand and ≤ \$1 million	3	\$1,724,800
DCLA	120	\$2,739,800

ROULETTE INTERMEDIUM

PROCUREMENT HIGHLIGHT

DCLA registered a \$480,000 grant to provide audiovisual equipment to Roulette Intermedium, a Brooklyn-based performing arts venue known for its presentations of experimental music, dance and intermedia pieces, and its reputation as a launchpad for scores of young artists looking to perform professionally. This new audiovisual equipment will allow Roulette Intermedium to produce live broadcasts, as well as produce high-quality recordings of the 120 to 150 performances hosted each year.

DEPARTMENT OF SANITATION

DSNY promotes a healthy New York City environment through efficient management of the City's recycling and garbage disposal. DSNY is the world's largest sanitation department, collecting more than 10,500 tons of residential and institutional garbage and 1,760 tons of recyclables every day. DSNY also clears litter, snow, and ice from 6,000 miles of streets, removes debris from vacant lots, and clears abandoned vehicles from City streets. To meet the challenge of keeping New York City clean, DSNY relies on its extensive resources, which include 7,197 uniformed sanitation workers, 2,230 collection trucks, 450 mechanical street sweepers, and 365 salt/sand spreaders.

Table IV-22: **DSNY Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	24	(\$19,805,000)
Amendment Extension	51	\$5,779,300
Competitive Sealed Bid	33	\$1,038,299,000
Construction Change Order	143	\$4,732,100
Design Change Order	2	\$468,000
Emergency	5	\$1,395,400
Intergovernmental	7	\$371,400
Micropurchase	1,159	\$4,325,000
Renewal	22	\$17,074,300
Small Purchase	70	\$5,525,800
Task Order	54	\$5,360,100
DSNY	1,570	\$1,063,525,400

Table IV-23: **DSNY Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	3	\$566,000
Construction Services	157	\$17,967,500
Goods	597	\$5,535,100
Professional Services	140	\$29,451,600
Standardized Services	673	\$1,010,005,300
DSNY	1,570	\$1,063,525,400

Table IV-24: **DSNY Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	28	(\$28,681,000)
> \$0 and ≤ \$100 thousand	1,446	\$21,311,400
> \$100 thousand and ≤ \$1 million	62	\$17,579,100
> \$1 million and ≤ \$3 million	13	\$23,263,700
> \$3 million and ≤ \$25 million	11	\$136,555,100
> \$25 million	10	\$893,497,100
DSNY	1,570	\$1,063,525,400



Sims Municipal Recycling Sunset Park Materials Recovery Facility in Sunset Park, Brooklyn.
(Demetrius Freeman/Mayoral Photography Office)

DEPARTMENT OF SMALL BUSINESS SERVICES

SBS is dedicated to providing direct assistance to business owners and fostering neighborhood development in commercial districts. SBS also links employers to a skilled and qualified workforce in New York City. Working in coordination with MOCS, SBS implements the M/WBE program to continue to promote diversity, fairness, and equity in the City's procurement processes. SBS contracts with the New York City Economic Development Corporation (NYCEDC) to support citywide economic development.

Table IV-25: **SBS Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	31	\$1,055,400
Amendment Extension	14	\$4,711,600
Intergovernmental	3	\$122,400
Line-Item Appropriation	101	\$11,135,700
Micropurchase	290	\$762,400
Negotiated Acquisition Extension	2	\$449,400
Renewal	24	\$66,316,000
Request for Proposal	5	\$3,123,000
Small Purchase	2	\$175,900
Sole Source	3	\$1,923,699,500
Task Order	4	\$238,900
SBS	479	\$2,011,790,300

Table IV-26: **SBS Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	106	\$407,100
Human Services	127	\$53,143,100
Professional Services	106	\$1,949,620,600
Standardized Services	140	\$8,619,600
SBS	479	\$2,011,790,300

Table IV-27: **SBS Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	5	(\$1,143,600)
> \$0 and ≤ \$100 thousand	425	\$5,666,800
> \$100 thousand and ≤ \$1 million	30	\$7,863,300
> \$1 million and ≤ \$3 million	8	\$16,247,600
> \$3 million and ≤ \$25 million	9	\$59,535,200
> \$25 million	2	\$1,923,621,000
SBS	479	\$2,011,790,300

FIRE DEPARTMENT OF THE CITY OF NEW YORK

FDNY is the largest fire department in the United States and is universally recognized as the world's busiest emergency response agency. It provides fire protection, search and rescue, pre-hospital care, and other critical public safety services to residents and visitors throughout the five boroughs. FDNY advances public safety through its fire prevention, investigation, and education programs. The timely delivery of these services enables the FDNY to make significant contributions to the safety of New York City and homeland security efforts.

Table IV-28: **FDNY Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	24	\$6,474,100
Amendment Extension	22	\$9,526,100
Competitive Sealed Bid	12	\$63,255,800
Intergovernmental	68	\$6,243,000
Line-Item Appropriation	23	\$164,300
Micropurchase	4,793	\$7,701,400
Negotiated Acquisition	1	\$531,800
Negotiated Acquisition Extension	1	\$30,000
Request for Proposal	3	\$54,532,100
Required Source or Procurements Method	2	\$14,268,600
Small Purchase	87	\$4,667,400
Sole Source	2	\$11,326,500
Task Order	4	\$3,275,600
FDNY	5,042	\$181,996,500

Table IV-29: **FDNY Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	95	\$46,379,500
Goods	4,276	\$12,253,200
Human Services	19	\$90,900
Professional Services	212	\$20,221,200
Standardized Services	440	\$103,051,700
FDNY	5,042	\$181,996,500

Table IV-30: **FDNY Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	(\$1,200)
> \$0 and ≤ \$100 thousand	4,984	\$15,499,900
> \$100 thousand and ≤ \$1 million	39	\$14,007,500
> \$1 million and ≤ \$3 million	7	\$11,691,000
> \$3 million and ≤ \$25 million	10	\$92,126,000
> \$25 million	1	\$48,673,400
FDNY	5,042	\$181,996,500



In Fiscal 2015, FDNY procured tools and motor replacements to keep its fire boat fleet in good repair. (Photo courtesy of Butch Moran)

LANDMARKS PRESERVATION COMMISSION

LPC designates, regulates, and protects the City's architectural, historic, and cultural resources, which now number 1,355 individual landmarks and more than 33,000 properties in 114 historic districts and 22 extensions to existing historic districts. The Commission reviews applications to alter landmark structures, investigates complaints of illegal work, and initiates actions to compel compliance with the Landmarks Law.

Table IV-31: **LPC Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Micropurchase	186	\$152,700
LPC	186	\$152,700

Table IV-32: **LPC Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	2	\$40,000
Goods	142	\$19,200
Human Services	1	\$100
Professional Services	4	\$10,800
Standardized Services	37	\$82,600
LPC	186	\$152,700

Table IV-33: **LPC Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> \$0 and ≤ \$100 thousand	186	\$152,700
LPC	186	\$152,700



NEW YORK CITY POLICE DEPARTMENT

NYPD is tasked with enforcing local and state laws, preserving the peace, and providing a safe environment for all New Yorkers. The NYPD accomplishes their mission through the deployment of more than 30,000 uniformed officers across 77 precincts, 12 transit bureaus, 9 New York City Housing Authority (NYCHA) Police Service Areas, and through specialized units such as Intelligence, Counterterrorism, Aviation, Marine, and Organized Crime Control.

Table IV-34: **NYPD Procurement by Method—Fiscal 2015**

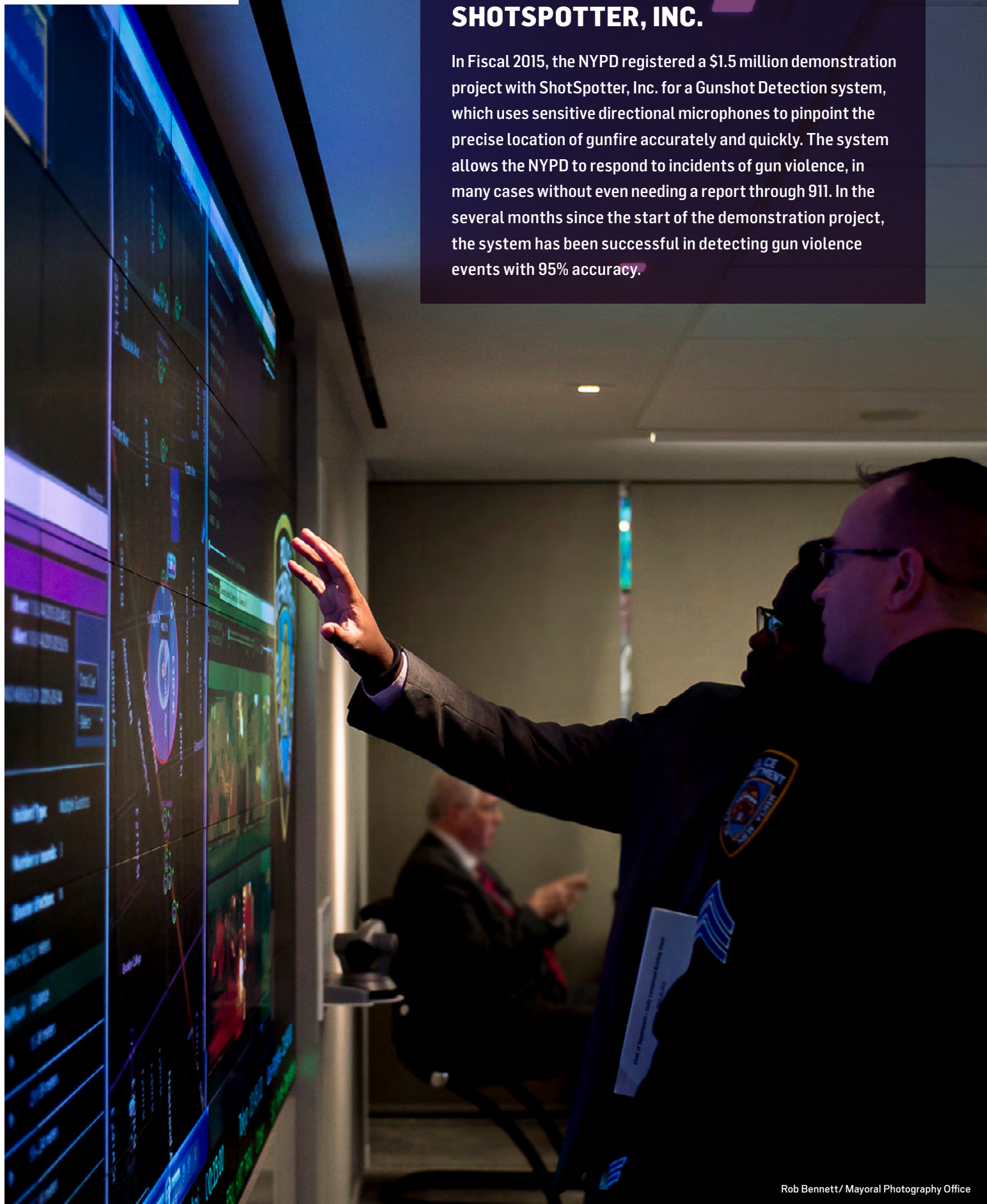
METHOD	COUNT	CONTRACT VALUE
Amendment	30	\$27,019,700
Amendment Extension	10	\$2,686,100
Competitive Sealed Bid	9	\$5,867,900
Construction Change Order	8	\$2,043,800
Demonstration Project	1	\$1,500,000
Emergency	4	\$927,400
Intergovernmental	149	\$30,692,900
Line-Item Appropriation	1	\$305,000
Micropurchase	4,897	\$20,630,400
Negotiated Acquisition	3	\$2,231,500
Negotiated Acquisition Extension	1	\$7,482,700
Renewal	6	\$3,404,100
Request for Proposal	2	\$28,410,100
Required Source or Procurements Method	2	\$280,600
Small Purchase	146	\$6,952,900
Sole Source	4	\$1,289,400
Task Order	10	\$12,420,000
NYPD	5,283	\$154,144,500

Table IV-35: **NYPD Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	2	\$25,400
Construction Services	36	\$7,731,600
Goods	4,029	\$36,614,100
Human Services	7	\$700
Professional Services	156	\$50,957,400
Standardized Services	1053	\$58,815,200
NYPD	5,283	\$154,144,500

SHOTSPOTTER, INC.

In Fiscal 2015, the NYPD registered a \$1.5 million demonstration project with ShotSpotter, Inc. for a Gunshot Detection system, which uses sensitive directional microphones to pinpoint the precise location of gunfire accurately and quickly. The system allows the NYPD to respond to incidents of gun violence, in many cases without even needing a report through 911. In the several months since the start of the demonstration project, the system has been successful in detecting gun violence events with 95% accuracy.



AGENCY INDICATORS: CIVIC SERVICES

Agency Procurement Indicators

Table IV-36: **NYPD Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	(\$3,544,100)
> \$0 and ≤ \$100 thousand	5,216	\$33,203,200
> \$100 thousand and ≤ \$1 million	45	\$18,288,000
> \$1 million and ≤ \$3 million	11	\$18,597,700
> \$3 million and ≤ \$25 million	8	\$59,855,100
> \$25 million	1	\$27,744,600
NYPD	5,283	\$154,144,500

OFFICE OF ADMINISTRATIVE TRIALS AND HEARINGS

OATH is New York City's central independent administrative law court, conducting approximately 300,000 administrative trials and hearings each year. OATH has two divisions. The OATH Hearings Division consists of the Environmental Control Board Tribunal, the Taxi & Limousine Tribunal, and the Health Tribunal. In Fiscal 2015, OATH formally established its Trials Division, concerning employee disciplinary cases, contract disputes, zoning issues, car seizures, human rights, and discrimination cases. OATH also began streamlining all rules, procedures, documents, and forms for its three hearings divisions with the aim of clarifying and standardizing administrative hearing processes. OATH also offers a resource center for administrative judicial training, research, and support, as well as a mediation center to resolve disputes in a safe, confidential, and efficient manner.

Table IV-37: **OATH Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	10	\$240,200
Amendment Extension	2	\$113,900
Intergovernmental	3	\$111,100
Micropurchase	149	\$386,100
Renewal	2	\$759,500
Required Source or Procurements Method	2	\$51,800
Small Purchase	1	\$99,600
Task Order	20	\$3,081,400
OATH	189	\$4,843,500

Table IV-38: **OATH Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	55	\$282,400
Professional Services	26	\$1,061,200
Standardized Services	108	\$3,499,900
OATH	189	\$4,843,500

Table IV-39: OATH Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	3	(\$15,200)
> \$0 and ≤ \$100 thousand	174	\$1,172,200
> \$100 thousand and ≤ \$1 million	12	\$3,686,500
OATH	189	\$4,843,500

OFFICE OF EMERGENCY MANAGEMENT

NYCEM's mission is to prepare for emergencies and to educate New York City residents about emergency preparedness. NYCEM also coordinates the City's response to emergencies, collects and disseminates information to keep the public informed, and organizes recovery efforts.

Table IV-40: NYCEM Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	2	\$250,000
Emergency	1	\$120,300
Intergovernmental	4	\$960,100
Micropurchase	664	\$1,440,700
Renewal	6	\$927,600
Request for Proposal	1	\$250,000
Small Purchase	7	\$410,000
Task Order	2	\$220,900
NYCEM	687	\$4,579,500

Table IV-41: NYCEM Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	4	\$123,100
Goods	452	\$1,106,600
Professional Services	43	\$1,065,200
Standardized Services	188	\$2,284,700
NYCEM	687	\$4,579,500

Table IV-42: NYCEM Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	\$0
> \$0 and ≤ \$100 thousand	676	\$2,267,400
> \$100 thousand and ≤ \$1 million	9	\$2,312,100
NYCEM	687	\$4,579,500

TAXI AND LIMOUSINE COMMISSION

TLC is committed to ensuring that all New York City residents have access to safe and efficient taxicabs, car services, and commuter van services in all five boroughs.

Table IV-43: **TLC Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	2	\$183,800
Micropurchase	404	\$1,271,600
Negotiated Acquisition Extension	1	\$833,300
Required Source or Procurements Method	2	\$820,300
Small Purchase	7	\$356,800
Task Order	2	\$119,700
TLC	418	\$3,585,400

Table IV-44: **TLC Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	4	\$1,200
Goods	71	\$216,300
Professional Services	11	\$934,000
Standardized Services	332	\$2,434,000
TLC	418	\$3,585,400

Table IV-45: **TLC Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	5	\$0
> \$0 and ≤ \$100 thousand	409	\$1,748,600
> \$100 thousand and ≤ \$1 million	4	\$1,836,800
TLC	418	\$3,585,400



DOT procured a new surveillance system for the Brooklyn Bridge in Fiscal 2015. (Hanss Neira)

V. Agency Indicators: Construction

The City manages a diverse portfolio of construction projects to build, rehabilitate, or renovate City buildings and infrastructure. Procurements made by these agencies produce a wide array of deliverables for New Yorkers that range from ensuring safe roads for the millions of commuters, to clean water, to public buildings that are safe and have a reduced environmental impact.

The City's primary agencies for construction that this section features are: Department of Design and Construction (DDC), Department of Environmental Protection (DEP), Department of Housing Preservation Development (HPD), Department of Parks and Recreation (DPR), and Department of Transportation (DOT).

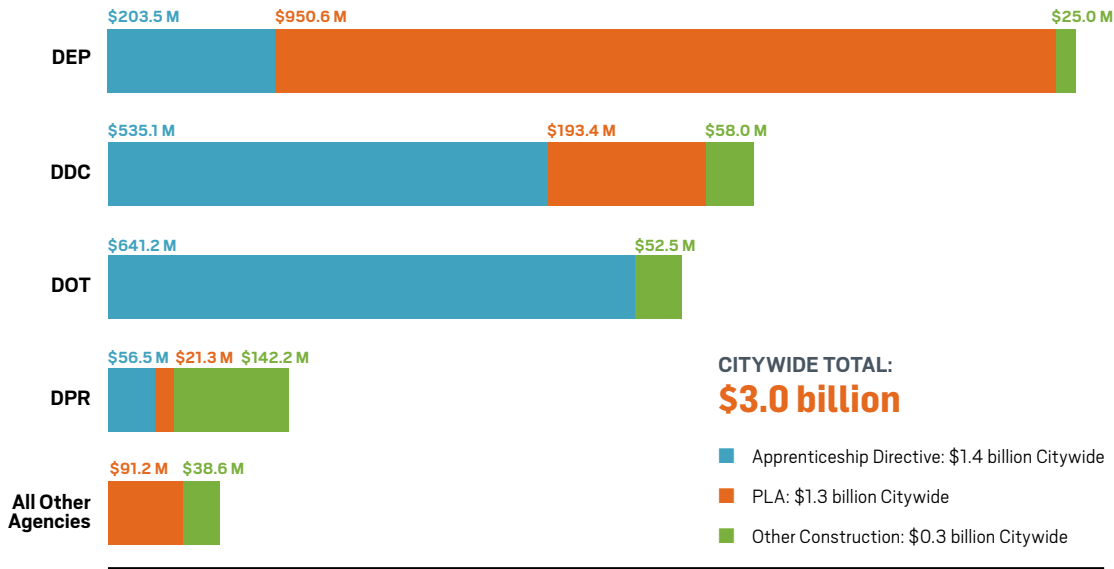
In Fiscal 2015, these five agencies registered more than 29,000 contract awards, cumulatively valued at almost \$5.3 billion. These contracts are primarily for construction services, 60% by value, though these agencies procured contracts in other industries including for professional services (23%) and standardized services (9%).

In addition to agency specific indicators, the following pages present citywide indicators specific to construction contracts. These include metrics associated with apprenticeship requirements, change orders, and Project Labor Agreements.

CONSTRUCTION INDICATORS

Though the vast majority of construction contracts by value were procured by the five agencies highlighted in this section, other agencies registered construction contracts as well. Chart V-1 details the amount of construction contracts registered by all City agencies.

Chart V-1: **Newly Registered Construction—Fiscal 2015**



Apprenticeship Program Directive and Project Labor Agreements

MOCS oversees City agency compliance with the requirement that certain construction and construction-related maintenance contractors maintain apprenticeship agreements with programs registered with, and approved by, the New York State Department of Labor. This requirement is meant to expand the pool of work available to graduates of state-approved apprenticeship programs, provide ready sources of trained workers to City construction contracts, reduce turnover, and provide clear pathways to stable careers in the construction industry. As part of that compliance, MOCS tracks the number and value of contracts registered within the fiscal year subject to the Apprenticeship Program Directive. The Apprenticeship Program Directive applies to individual construction contracts and construction-related maintenance contracts valued in excess of \$3 million that use apprenticeable construction-related trade classifications. See the Glossary for more information on the apprenticeship program. Newly registered construction contracts with apprenticeship requirements represented 48% of total construction contracts in Fiscal 2015, a notable increase from the 41% in Fiscal 2014.

A Project Labor Agreement (PLA) is a pre-hire collective bargaining agreement with one or more labor organizations that establishes the terms and conditions of employment for applicable construction projects. In 2009, the City and the New York City Building and Construction Trades Council (BCTC) entered into a series of PLAs to allow for labor cost savings, ensure a reliable source of skilled and experienced labor, permit flexibility in work schedules, and avoid many potential causes of project delays. The PLAs also contain unique provisions to help small, M/WBE construction firms and provide access to apprenticeship programs for workers. All prime contractors and subcontractors on projects subject to a PLA must agree to the terms of the PLA by signing a Letter of Assent as a prerequisite to working on the project. MOCS tracks the number of newly registered contracts subject to PLA requirements and the value of those contracts, as well as the percentage of newly awarded construction contracts within the fiscal year subject to a PLA.¹⁶

In Fiscal 2015, there was a 133% increase in the value of contracts subject to PLAs—the majority of which may be attributed to the DEP Bypass Tunnel project in the Hudson Valley valued at approximately \$707 million.

Table V-1 below demonstrates that the majority of new construction contracts (90%) provided access to apprenticeship programs through the Apprenticeship Program Directive or PLA requirements.

Table V-1: **Newly Registered Construction: Apprenticeship and PLA—Fiscal 2015**

AGENCY	TOTAL CONSTRUCTION		APPRENTICESHIP			PROJECT LABOR AGREEMENT (PLA)		
	COUNT	CONTRACT VALUE	COUNT	CONTRACT VALUE	% OF NEW CONSTRUCTION	COUNT	CONTRACT VALUE	% OF NEW CONSTRUCTION
DCAS	20	\$20,707,600	0	\$0	0%	5	\$13,000,000	63%
DDC	121	\$786,496,600	55	\$535,087,500	68%	21	\$193,428,100	25%
DEP	120	\$1,179,137,700	10	\$203,467,500	17%	26	\$950,615,000	81%
DHS	23	\$14,276,800	0	\$0	0%	6	\$13,728,800	96%
DOC	9	\$1,366,000	0	\$0	0%	1	\$1,321,200	97%
DOT	85	\$693,718,000	20	\$641,160,900	92%	0	\$0	0%
DPR	212	\$220,078,000	8	\$56,534,100	26%	7	\$21,297,700	10%
DSNY	14	\$13,235,400	0	\$0	0%	6	\$12,180,700	92%
FDNY	95	\$46,379,500	0	\$0	0%	2	\$46,209,300	100%
HPD	8,199	\$26,773,900	0	\$0	0%	0	\$0	0%
NYPD	28	\$5,687,900	1	\$484,800	9%	5	\$4,795,400	84%
All Other Construction	81	\$1,446,400	0	\$0	0%	0	\$0	0%
Citywide Construction	9,007	\$3,009,303,800	94	\$1,436,734,800	48%	79	\$1,256,576,200	42%

¹⁶ Some standardized service contracts are subject to PLAs. Examples from Fiscal 2015 include demolition contracts, and citywide plumbing and asbestos abatement contracts.

NEW PROJECT LABOR AGREEMENTS

The City negotiated several new PLAs with the BCTC in Fiscal 2015. The City's PLAs are designed to provide for the cost-efficient, high-quality, and timely completion of public construction contracts. The new PLAs will cover an estimated \$8 billion of construction projects throughout the terms of the agreements and are expected to save the City more than \$347 million. The new PLAs are also designed to provide open-shop contractors greater flexibility on PLA contracts and further increase construction contract opportunities for City-certified M/WBEs.



DEP

Change Orders: Cycle Time and Volume

Change orders, which are classified as either construction or design change orders, are agency-authorized, written modifications of a contract that adjust the value or time for performance. Change orders allow the vendor to complete work included in the scope of the contract and the agency to make non-material changes to the scope. MOCS tracks the number of change orders, compares their value to the original contract value, and calculates the cycle time, or average number of days it takes to process the change order. Overall, change orders decreased in dollar value by 60% from Fiscal 2014 to Fiscal 2015.

Table V-2: **Construction Change Orders (CCO) Processing—Fiscal 2015**

AGENCY	COUNT	ORIGINAL CONTRACT VALUE	CCO CONTRACT VALUE	CCOS AS A % OF CONTRACTS		PROCESSING TIME (DAYS)	
				FISCAL 2015	FISCAL 2014	FISCAL 2015	FISCAL 2014
DCAS	212	\$121,785,900	\$8,842,200	7%	6%	60	50
DDC	1,373	\$3,824,036,900	\$146,113,800	4%	4%	65	144
DEP	549	\$6,680,759,700	\$150,600	0%	5%	171	125
DPR	259	\$372,104,100	\$38,212,700	10%	8%	81	78
DSNY	143	\$415,472,800	\$4,732,100	1%	1%	74	77
All Others	63	\$1,451,546,300	\$86,206,200	53%	23%	64	51
Total	2,599	\$12,865,705,600	\$284,257,700	2%	5%	87	114

Table V-3: **Design Change Orders (DCO) Processing—Fiscal 2015**

AGENCY	COUNT	ORIGINAL CONTRACT VALUE	DCO CONTRACT VALUE	DCOS AS A % OF CONTRACTS		PROCESSING TIME (DAYS)	
				FISCAL 2015	FISCAL 2014	FISCAL 2015	FISCAL 2014
DDC	137	\$244,234,400	\$36,576,500	15%	12%	46	109
DEP	55	\$642,783,000	\$88,482,900	14%	4%	243	132
DOT	12	\$74,315,700	\$14,299,300	19%	12%	40	41
DPR	45	\$21,089,300	\$3,865,200	18%	10%	90	78
All Others	6	\$8,955,300	\$2,261,200	25%	16%	72	79
Total	255	\$991,377,800	\$145,485,100	15%	9%	93	101

BUILD IT BACK II

The New York City Build It Back II Program, administered by the Mayor's Office of Housing Recovery Operations, assists New Yorkers affected by Hurricane Sandy within the five boroughs to get back in their homes as safely and quickly as possible. The program offers multiple pathways to assistance, including: property rehabilitation, elevation and reconstruction, reimbursement for repair work already completed, and home acquisition. Since the beginning of the de Blasio Administration, critical improvements were made to accelerate assistance to families including the appointment of a new leadership team and improvements to the program's policies and procedures.

Build It Back II and DDC have expanded their design and construction capacity to allow for resilient development on a block and neighborhood-wide scale. The City has selected three new construction managers to focus on ramping up the pace of construction. The addition of the new construction managers in Brooklyn, Queens, and Staten Island will quadruple the City's design and construction capacity, with the construction value of new work estimated to be \$850 million.

"Relief can't come fast enough for homeowners and small business owners who have already waited too long—which is why we've made getting our Sandy recovery programs on track a top priority," said Mayor de Blasio. "Now, as a result of the overhaul we implemented earlier this year, hammers are hitting nails and reimbursement checks are being cashed. This is just a start, and we are committed to getting every New Yorker the help they need to rebuild."¹⁷



DDC

¹⁷ From July 17, 2014 Press Release "De Blasio Administration Marks Significant Progress on Sandy Recovery, Announces Additional Improvements To Streamline Relief For Homeowners And Small Businesses," <http://www1.nyc.gov/office-of-the-mayor/news/355-14/de-blasio-administration-marks-significant-progress-sandy-recovery-additional#/0>

DEPARTMENT OF DESIGN AND CONSTRUCTION

DDC is the City's primary capital construction project manager. DDC provides communities with new or renovated structures ranging from firehouses and courthouses, to libraries and senior centers. DDC also manages City Council and Borough President funded capital projects, including the City's cultural institutions and nonprofits. To successfully manage this diverse portfolio valued at nearly \$10 billion, DDC partners with other City agencies as well as with architects and consultants to bring efficient, innovative, and environmentally-conscious design and construction strategies to City construction projects.

In addition to building civic facilities, DDC delivers roadway, sewer, and water main construction projects in all five boroughs. In Fiscal 2015, DDC completed more than 18 miles of new roadway, 34 miles of water mains, 15 miles of storm and sanitary sewers, and installed more than 550 sidewalk pedestrian ramps. As leaders in design and construction, it is DDC's mission to provide New Yorkers with buildings and services that are socially responsible, progressively designed, and environmentally sound.

Table V-4: **DDC Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	48	\$10,509,900
Competitive Sealed Bid	101	\$778,442,500
Construction Change Order	1,373	\$146,113,800
Design Change Order	137	\$36,576,500
Emergency	1	\$1,888,000
Government-to-Government Purchase	4	\$132,100
Intergovernmental	18	\$784,700
Line-Item Appropriation	32	\$35,359,500
Micropurchase	514	\$1,650,000
Negotiated Acquisition	1	\$664,800
Negotiated Acquisition Extension	2	\$6,000,000
Renewal	12	\$13,750,000
Request for Proposal	20	\$963,554,400
Small Purchase	22	\$948,200
Sole Source	1	\$26,400
Task Order	103	\$64,601,300
DDC	2,389	\$2,061,002,100

Table V-5: **DDC Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	213	\$130,628,700
Construction Services	1,494	\$932,610,400
Goods	352	\$35,920,800
Human Services	2	\$800
Professional Services	157	\$949,821,300
Standardized Services	171	\$12,020,300
DDC	2,389	\$2,061,002,100

Table V-6: **DDC Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	92	(\$33,224,400)
> \$0 and ≤ \$100 thousand	1,806	\$31,733,600
> \$100 thousand and ≤ \$1 million	301	\$109,177,500
> \$1 million and ≤ \$3 million	94	\$178,198,300
> \$3 million and ≤ \$25 million	86	\$650,688,600
> \$25 million	10	\$1,124,428,600
DDC	2,389	\$2,061,002,100

DEPARTMENT OF ENVIRONMENTAL PROTECTION

DEP is responsible for managing and conserving the City's water supply for more than 8 million New Yorkers. DEP distributes more than a billion gallons of clean drinking water each day and collects 1.3 billion gallons of wastewater on a daily basis through a vast network of pipes, regulators, and pumping stations. DEP's work is critical to the continued remediation of New York's waterways and ensures the harbor continues to be a safe place for recreation for New Yorkers. In order to protect water coming in and out of the City, DEP oversees one of the largest capital construction programs in the region, including new water tunnels from upstate reservoirs and new treatment plants. DEP is also responsible for reducing air, noise, and hazardous materials pollution. Through these procurements, DEP performs an essential service for all residents by protecting their health and their environment.

Table V-7: **DEP Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	84	\$73,999,400
Amendment Extension	10	\$6,702,100
Competitive Sealed Bid	82	\$1,269,079,300
Construction Change Order	549	\$150,600
Design Change Order	55	\$88,482,900
Government-to-Government Purchase	10	\$50,550,400
Intergovernmental	113	\$23,602,200
Micropurchase	5,350	\$15,902,100
Negotiated Acquisition	1	\$1,350,000
Renewal	28	\$43,000,100
Request for Proposal	22	\$100,248,700
Required Source or Procurement Method	7	\$423,800
Small Purchase	96	\$6,896,400
Sole Source	7	\$4,513,000
Task Order	3	\$1,112,800
DEP	6,417	\$1,686,013,900

Table V-8: DEP Procurement by Industry—Fiscal 2015

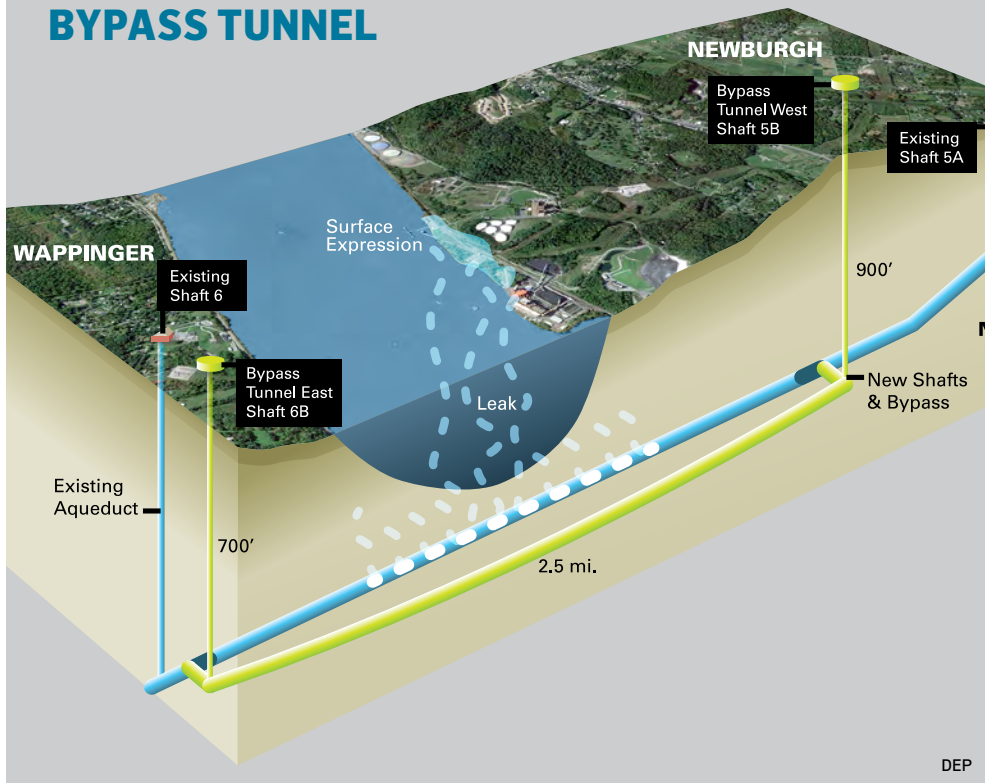
INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	61	\$108,936,600
Construction Services	669	\$1,179,288,400
Goods	3,553	\$26,308,900
Human Services	12	\$42,600
Professional Services	355	\$199,051,600
Standardized Services	1,767	\$172,385,900
DEP	6,417	\$1,686,013,900

Table V-9: DEP Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	86	(\$124,276,500)
> \$0 and ≤ \$100 thousand	5,878	\$41,227,700
> \$100 thousand and ≤ \$1 million	307	\$112,757,400
> \$1 million and ≤ \$3 million	69	\$129,546,900
> \$3 million and ≤ \$25 million	73	\$600,171,000
> \$25 million	4	\$926,587,400
DEP	6,417	\$1,686,013,900

PROCUREMENT HIGHLIGHT

DELAWARE AQUEDUCT BYPASS TUNNEL



In Fiscal 2015, DEP marked a major milestone in their plan to refurbish New York City's water tunnels, with the Water for the Future project. DEP registered a \$706.6 million bid contract with Kiewit-Shea Constructors, Inc., for construction of a new tunnel to bypass the leaking Delaware Aqueduct under the Hudson River. The Delaware Aqueduct supplies nearly half of the City's daily drinking water and is the only means to move water from the Delaware System—the largest and highest-quality local water supply—to New York City. The Delaware Aqueduct is currently leaking 15 to 35 million gallons per day, causing problems at surface level and presenting a risk of a structural failure of the tunnel. This project is critical to ensure the long-term reliability and resiliency of New York City's water supply network and service to its millions of residents and helps fulfill DEP's mission to distribute more than a billion gallons of clean drinking water each day to New Yorkers.

DEP

DEPARTMENT OF HOUSING PRESERVATION AND DEVELOPMENT

HPD is the largest municipal housing improvement agency in the nation. The agency promotes the construction and preservation of affordable, high-quality housing in thriving and diverse neighborhoods in every borough. HPD fulfills its mission by enforcing housing quality standards, financing affordable housing development, and preserving existing affordable housing. HPD also manages the City's affordable housing stock for the benefit of low and moderate income families. Additionally, HPD monitors and tracks incidents that result in mass displacement of residential and commercial tenants, including more than 2,300 fires and vacate orders annually. HPD provides temporary shelter and case management services to these displaced households.

Table V-10: HPD Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	13	\$2,264,900
Amendment Extension	30	\$3,159,100
Competitive Sealed Bid	11	\$16,533,500
Construction Change Order	9	\$41,800
Emergency	56	\$11,638,800
Line-Item Appropriation	86	\$5,229,900
Micropurchase	9,740	\$10,369,100
Negotiated Acquisition Extension	22	\$680,500
Renewal	4	\$15,926,600
Request for Proposal	4	\$2,867,000
Required Source or Procurement Method	1	\$3,500,000
Small Purchase	88	\$4,142,600
Task Order	30	\$5,443,100
HPD	10,094	\$81,796,900

Table V-11: HPD Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$20,000
Construction Services	8,208	\$26,815,800
Goods	566	\$2,047,300
Human Services	111	\$26,102,100
Professional Services	144	\$14,342,400
Standardized Services	1,064	\$12,469,400
HPD	10,094	\$81,796,900

Table V-12: HPD Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	5	\$0
> \$0 and ≤ \$100 thousand	10,021	\$23,224,900
> \$100 thousand and ≤ \$1 million	57	\$20,287,500
> \$1 million and ≤ \$3 million	5	\$6,887,400
> \$3 million and ≤ \$25 million	6	\$31,397,200
HPD	10,094	\$81,796,900

DEPARTMENT OF PARKS AND RECREATION

DPR is dedicated to protecting and maintaining more than 5,000 individual public parks on a total of 29,000 acres. These range from large-scale properties like Central Park and Coney Island Beach, to small community gardens. DPR maintains the public space around 1,000 playgrounds, 66 public pools, and more than 800 athletic fields available to all New Yorkers citywide. The Department is also responsible for the care and maintenance of street and park trees, including the more than 943,000 new trees planted to date as part of the MillionTreesNYC initiative.

Table V-13: **DPR Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	43	\$9,717,800
Amendment Extension	1	\$360,000
Competitive Sealed Bid	95	\$201,996,300
Construction Change Order	259	\$38,212,700
Design Change Order	45	\$3,865,200
Emergency	3	\$4,242,100
Government-to-Government Purchase	10	\$28,041,800
Intergovernmental	13	\$2,746,800
Line-Item Appropriation	63	\$1,749,900
Micropurchase	5,194	\$10,124,200
Renewal	7	\$8,207,900
Request for Proposal	2	\$536,000
Required Source or Procurement Method	1	\$50,000
Small Purchase	100	\$4,483,300
Sole Source	8	\$2,472,600
Task Order	69	\$22,083,100
DPR	5,913	\$338,889,700

Table V-14: **DPR Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	104	\$23,734,000
Construction Services	471	\$258,290,600
Goods	4,490	\$11,609,900
Human Services	65	\$1,614,400
Professional Services	191	\$11,772,300
Standardized Services	592	\$31,868,400
DPR	5,913	\$338,889,700

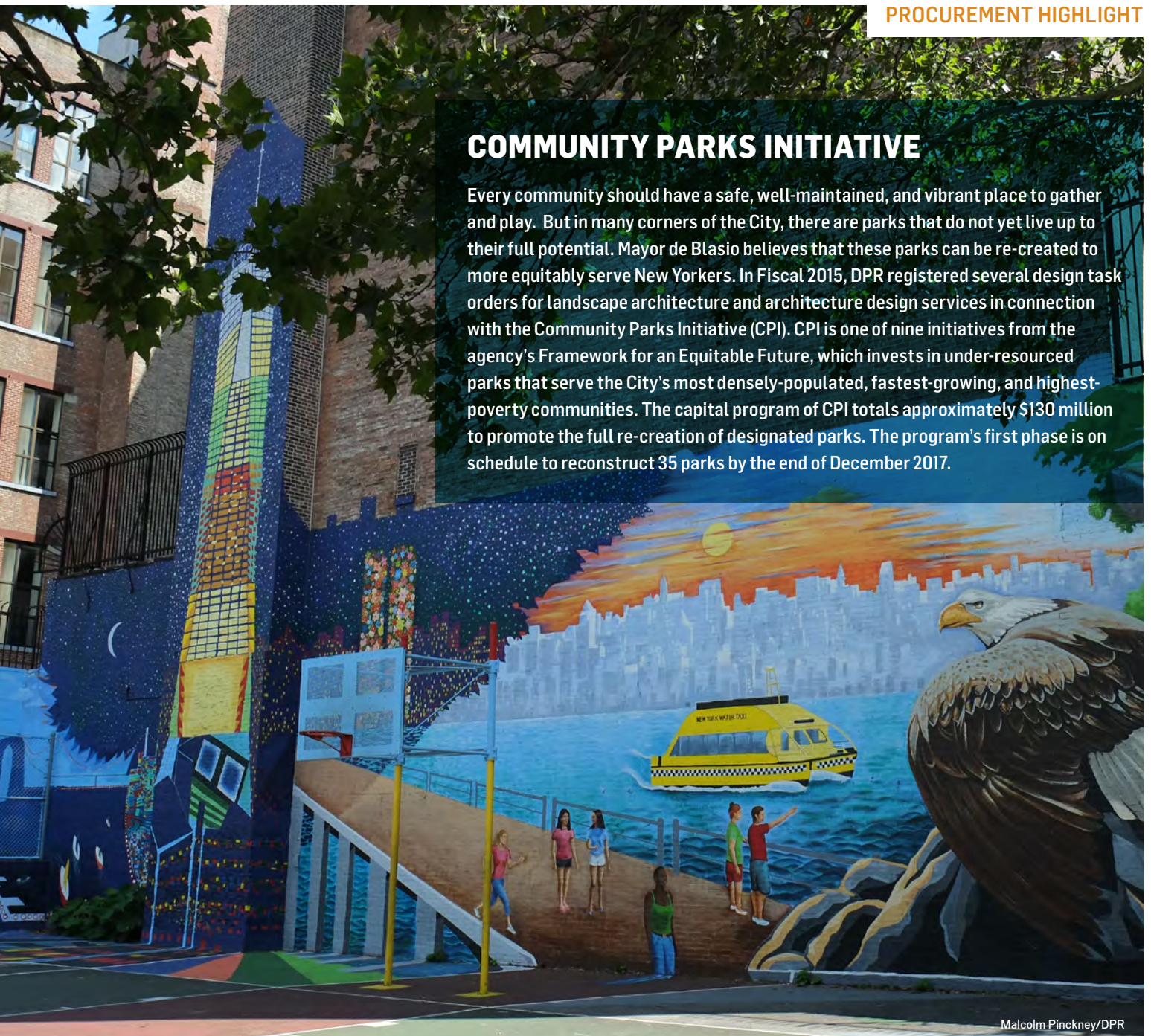
Table V-15: DPR Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	60	(\$4,348,400)
> \$0 and ≤ \$100 thousand	5,600	\$21,315,200
> \$100 thousand and ≤ \$1 million	175	\$63,071,100
> \$1 million and ≤ \$3 million	64	\$110,347,800
> \$3 million and ≤ \$25 million	12	\$93,517,600
> \$25 million	2	\$54,986,300
DPR	5,913	\$338,889,700

PROCUREMENT HIGHLIGHT

COMMUNITY PARKS INITIATIVE

Every community should have a safe, well-maintained, and vibrant place to gather and play. But in many corners of the City, there are parks that do not yet live up to their full potential. Mayor de Blasio believes that these parks can be re-created to more equitably serve New Yorkers. In Fiscal 2015, DPR registered several design task orders for landscape architecture and architecture design services in connection with the Community Parks Initiative (CPI). CPI is one of nine initiatives from the agency's Framework for an Equitable Future, which invests in under-resourced parks that serve the City's most densely-populated, fastest-growing, and highest-poverty communities. The capital program of CPI totals approximately \$130 million to promote the full re-creation of designated parks. The program's first phase is on schedule to reconstruct 35 parks by the end of December 2017.



Malcolm Pinckney/DPR

DEPARTMENT OF TRANSPORTATION

DOT's mission is to provide for the safe and efficient movement of people and goods in the City and to maintain and enhance the transportation infrastructure crucial to the City's economic vitality and quality of life for all City residents. DOT works to improve traffic mobility, reduce congestion throughout the city, and to rehabilitate and maintain the City's transportation infrastructure including: bridges, tunnels, streets, sidewalks, and highways. DOT also encourages the use of mass transit and sustainable modes of transportation, and conducts traffic safety educational programs.

Table V-16: DOT Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	26	\$75,014,700
Amendment Extension	2	\$1,890,000
Competitive Sealed Bid	39	\$636,640,800
Construction Change Order	40	\$70,337,100
Design Change Order	12	\$14,299,300
Emergency	3	\$101,256,900
Intergovernmental	20	\$2,361,400
Line-Item Appropriation	1	\$19,100
Micropurchase	4,362	\$9,603,200
Renewal	12	\$32,918,300
Request for Proposal	14	\$79,280,400
Required Source or Procurement Method	2	\$1,444,800
Small Purchase	131	\$7,791,000
Task Order	21	\$78,624,300
DOT	4,685	\$1,111,481,300

Table V-17: DOT Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	31	\$99,586,000
Construction Services	125	\$764,055,100
Goods	3,523	\$12,973,600
Human Services	3	\$2,000
Professional Services	241	\$13,383,200
Standardized Services	762	\$221,481,300
DOT	4,685	\$1,111,481,300

Table V-18: DOT Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	1	(\$65,000)
> \$0 and ≤ \$100 thousand	4,547	\$20,287,500
> \$100 thousand and ≤ \$1 million	45	\$21,859,100
> \$1 million and ≤ \$3 million	39	\$77,620,100
> \$3 million and ≤ \$25 million	46	\$398,704,800
> \$25 million	7	\$593,074,700
DOT	4,685	\$1,111,481,300



DOT registered many contracts in Fiscal 2015 to maintain the Staten Island Ferry, including a contract for \$10.5 million to redesign and modify the fleet. (Tarkey Alhozaimy/MOCS)



DYCD sponsors programs that turn New York City into a living classroom for City kids. (Paul Margolis/DYCD)

VI. Agency Indicators: Human Services

The eight City agencies featured in this section are dedicated to providing effective social supports, quality health care, and embedded community services for New Yorkers: Administration for Children’s Services (ACS), Department for the Aging (DFTA), Department of Health and Mental Hygiene (DOHMH), Department of Homeless Services (DHS), Department of Probation (DOP), Department of Youth and Community Development (DYCD), Human Resources Administration (HRA), and Mayor’s Office of Criminal Justice (MOCJ).

These agencies serve the most vulnerable New Yorkers including youth, the elderly, homeless individuals and families, job seekers, and individuals with disabilities or mental illness. Mayor de Blasio’s initiatives to increase access to after school programs, universal pre-kindergarten, reduce homelessness, and improve access to mental health services are integral to these agencies’ missions.

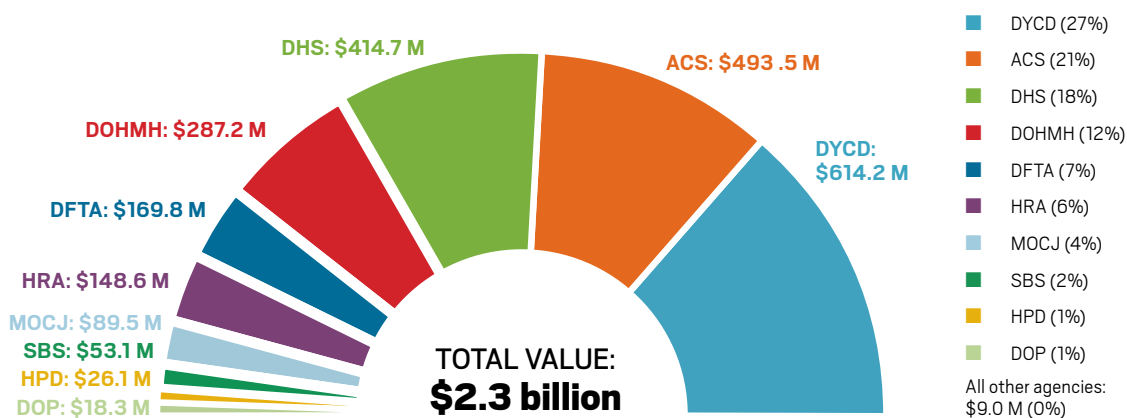
In Fiscal 2015, these eight agencies registered 16,524 contract actions, cumulatively valued at almost \$3.3 billion. These contracts are primarily for human services, 68% by value, though these agencies procured contracts in other industries including for professional services (22%) and standardized services (9%). Also, 52% of human services contracts registered by these eight agencies in Fiscal 2015 were for continuations of existing contracts, through renewals or extensions.

In addition to agency specific indicators, the following pages present citywide indicators specific to human services contracts. These include metrics associated with Health and Human Services (HHS) Accelerator and retroactivity.

HUMAN SERVICES INDICATORS

Though the vast majority of human services contracts by value were procured by the eight agencies highlighted in this section, other agencies registered human services contracts as well. Chart VI-1 details the amount of human services contracts registered by all City agencies.

Chart VI-1: Human Service Procurements—Fiscal 2015



HHS Accelerator

HHS Accelerator is an online system developed through a partnership with nonprofit providers to reform outdated procurement systems. To respond to human services RFPs, in accordance with the PPB rules, vendors must first complete and submit an electronic prequalification application using the HHS Accelerator system. The system was launched in October 2013 to facilitate health and human services procurements.

Fiscal 2015 was the first full year in which all new human services RFPs were released through HHS Accelerator. In addition to the eight agencies referenced in this section, HHS Accelerator also released opportunities from HPD, SBS, and the Department of Education (DOE). Almost 77% of new human services contracts registered this year were awarded through a competitive process through HHS Accelerator. The HHS Accelerator team, now part of the Mayor’s Office of Operations, continues to support providers that are eligible and interested in submitting proposals for RFP competitions to prequalify through HHS Accelerator, expanding the vendor pool, ensuring strong and innovative programs, and offering high quality services to New Yorkers.

HHS Accelerator created a library of resources on their website, including webinars; videos; user guides; and frequently asked questions on how to create an account, apply for prequalification, and submit proposals. In addition to these specific guides, HHS Accelerator trained 646 provider staff through 77 trainings in Fiscal 2015. If providers would like extra support, the HHS Accelerator help desk provides direct assistance via email or telephone, and in Fiscal 2015, staff responded to 6,402 requests for assistance.

With the support from HHS Accelerator staff, 922 providers were newly prequalified to compete for human services contracts, increasing the vendor pool by more than 200% to 1,830 prequalified providers. Most providers were prequalified just three days from when the application was submitted. Much of the provider interest can be attributed to the five RFPs released for universal pre-kindergarten services, which attracted 746 proposals from providers of early childhood education around the five boroughs. In addition, the number of concept papers published through HHS Accelerator more than doubled in Fiscal 2015, giving providers many reasons to prequalify in preparation for agencies to finalize and issue future RFPs. These experienced providers will receive RFP notifications directly in the service areas for which they prequalified, expanding the competition pool to new vendors and ensuring the highest quality services are provided to New York City communities.



Chart VI-2: HHS Accelerator—Fiscal 2015 vs. Fiscal 2014

FISCAL 2015		FISCAL 2014
3,677	PROVIDERS WITH ACCOUNTS	1,722
1,830	PREQUALIFIED PROVIDERS	908
56	REQUEST FOR PROPOSALS ISSUED	61
749	AWARDS MADE	504
22	CONCEPT PAPERS LINKED ON THE PROCUREMENT ROADMAP	10

Retroactivity in Contracting

Retroactivity occurs when contract actions are registered by the Comptroller after the anticipated contract start dates and where services have already begun. Long term retroactivity occurs when the contract is registered more than 30 days after the start date. MOCS tracks the number of days between the start date and when the contract is registered by the Comptroller. MOCS closely monitors retroactivity for human services contracts to ensure continuity of services for vulnerable New Yorkers even if the contract is not yet registered.

In Fiscal 2014 the percentage of long term retroactive contracts, those registered more than 30 days after the start date, had fallen to a historic low of 8% citywide, however agencies were not able to maintain that performance in Fiscal 2015. With the volume of new initiatives, agencies were challenged to keep retroactivity low, and the percentage of significantly retroactive contracts went up to 44% with a corresponding increase in the number of days those contracts were retroactive from a citywide average of 41 days in Fiscal 2014 to 90 days retroactive in Fiscal 2015.

ADMINISTRATION FOR CHILDREN'S SERVICES

ACS protects and promotes the safety and well-being of New York City's children, young people, families, and communities by providing child welfare, juvenile justice, foster care, early care, and education services. More than \$168 million in contract actions were registered in Fiscal 2015 in ACS's preventive services program, which supports and strengthens families where there is a risk of child abuse or neglect to reduce such a risk and help avert the need for a foster care placement. About 25,000 children and 11,000 families receive preventive services at any given time. A core component of the agency's work is to sustain and bolster family relationships, enabling children to remain in or return to a family setting as quickly as possible.

Table VI-1: **ACS Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	190	\$67,598,300
Amendment Extension	12	\$4,437,700
Competitive Sealed Bid	1	\$3,468,400
Emergency	1	\$74,300
Intergovernmental	9	\$742,700
Line-Item Appropriation	16	\$5,703,100
Micropurchase	1,806	\$11,028,000
Negotiated Acquisition	4	\$17,432,500
Negotiated Acquisition Extension	54	\$523,097,400
Renewal	58	\$376,462,200
Request for Proposal	4	\$18,186,800
Small Purchase	69	\$3,371,900
Task Order	24	\$11,961,700
ACS	2,248	\$1,043,564,900

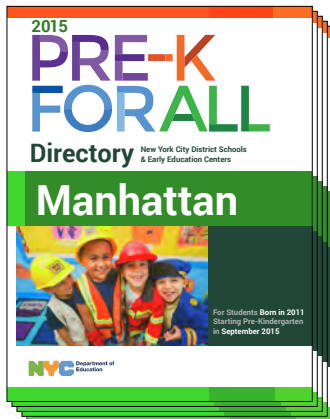


Rob Bennett / Mayoral Photography Office

PRE-K FOR ALL

To help the littlest New Yorkers have a better chance at success in life, Mayor de Blasio has guaranteed free, universal pre-kindergarten for all children who want to attend. In Fiscal 2015, ACS registered 130 EarlyLearn amendments valued at more than \$57 million to provide educational opportunities for the City's youngest learners under the universal pre-kindergarten expansion. The

EarlyLearn program is aimed at providing quality care and educational opportunities for children citywide with more than 350 locations in the highest-need areas. "Not only are we educating our youngest residents, but we are providing critical services to families that will support the well-being of all our children, enabling them to realize their full potential in school and beyond," said ACS Commissioner Gladys Carrión.¹⁸ The ACS EarlyLearn program serves more than 10,000 pre-kindergarten students—that's more than 10,000 New Yorkers getting a chance at a brighter future.



AGENCY INDICATORS: HUMAN SERVICES

Agency Procurement Indicators

¹⁸ See <http://www1.nyc.gov/office-of-the-mayor/news/174-15/pre-k-all-22-000-families-apply-pre-k-first-day#/0>

Table VI-2: ACS Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	25	\$513,700
Construction Services	16	\$360,500
Goods	1,134	\$3,231,700
Human Services	323	\$493,473,600
Professional Services	235	\$519,147,800
Standardized Services	515	\$26,837,600
ACS	2,248	\$1,043,564,900

Table VI-3: ACS Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	31	(\$77,032,600)
> \$0 and ≤ \$100 thousand	1,959	\$19,744,600
> \$100 thousand and ≤ \$1 million	143	\$45,762,200
> \$1 million and ≤ \$3 million	47	\$87,676,700
> \$3 million and ≤ \$25 million	64	\$394,602,700
> \$25 million	4	\$572,811,300
ACS	2,248	\$1,043,564,900

DEPARTMENT FOR THE AGING

DFTA's mission is to work for the empowerment, independence, dignity, and improved quality of life of New York City's diverse older adults and to support their families through advocacy, education, and coordinated delivery of services. As a City agency and an Area Agency on Aging under the U.S. Administration on Aging, DFTA receives local, state, and federal funds to provide essential services for seniors. Services include case management, transportation, free legal assistance, and home meal delivery. It awards these funds to community-based and citywide organizations that contract with DFTA to provide places throughout the five boroughs for seniors to socialize and access services.

Table VI-4: DFTA Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	781	\$37,531,700
Amendment Extension	29	\$35,384,600
Intergovernmental	4	\$164,700
Line-Item Appropriation	219	\$9,481,600
Micropurchase	464	\$2,003,900
Negotiated Acquisition	13	\$49,828,200
Negotiated Acquisition Extension	68	\$14,513,700
Renewal	7	\$12,010,100
Request for Proposal	12	\$12,636,600
Small Purchase	9	\$635,300
Task Order	12	\$186,300
DFTA	1,618	\$174,376,500

ELDER ABUSE PREVENTION

The Elder Abuse Prevention and Intervention Services program, working closely with DFTA's Elderly Crime Victim's Resource Center, has a dual mission: assist and ensure the safety of adults aged 60 and over who have been abused and prevent further abuse by building awareness of the problems through outreach to groups and individuals using educational presentations. To achieve this mission, DFTA registered more than \$6 million in contracts for elder abuse prevention services in Fiscal 2015. These contracts will provide case management, counseling, emergency assistance, legal representation, and job training services to 1,054 seniors in need across the five boroughs. DFTA issued an RFP in Fiscal 2015 to continue the program for at least the next three years. The two largest registered contracts, which totaled \$5.0 million, were for a three year period and were awarded to Jewish Association Serving the Aging (JASA).

Table VI-5: DFTA Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Goods	100	\$227,700
Human Services	1,230	\$169,839,700
Professional Services	57	\$1,154,800
Standardized Services	231	\$3,154,300
DFTA	1,618	\$174,376,500

Table VI-6: DFTA Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	8	(\$1,273,100)
> \$0 and ≤ \$100 thousand	1,407	\$26,186,900
> \$100 thousand and ≤ \$1 million	166	\$49,518,100
> \$1 million and ≤ \$3 million	31	\$57,449,500
> \$3 million and ≤ \$25 million	6	\$42,495,100
DFTA	1,618	\$174,376,500

DEPARTMENT OF HEALTH AND MENTAL HYGIENE

DOHMH's mission is to preserve and promote the physical and mental health of all New Yorkers. DOHMH works to monitor the health status of the entire City through ongoing assessments, formulates and implements policies and programs to promote public health, and ensures access to services for all residents. As a result, DOHMH's procurement portfolio is diverse. Procurements throughout Fiscal 2015 supported large public information campaigns as well as research projects and surveys to assess the health needs of New Yorkers. DOHMH's engagement with residents has resulted in its ability to mobilize resources and to adequately respond and promote health across the City.

Table VI-7: **DOHMH Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	156	\$22,450,500
Amendment Extension	44	\$28,524,300
Competitive Sealed Bid	1	\$76,800
Demonstration Project	2	\$5,600,200
Emergency	4	\$919,700
Government-to-Government Purchase	2	\$1,250,000
Intergovernmental	31	\$1,927,100
Line-Item Appropriation	203	\$13,783,700
Micropurchase	4,411	\$11,552,000
Negotiated Acquisition	5	\$5,667,700
Negotiated Acquisition Extension	144	\$24,794,100
Renewal	90	\$156,148,400
Request for Proposal	34	\$132,157,900
Required Source or Procurement Method	34	\$38,632,100
Small Purchase	112	\$7,099,800
Sole Source	7	\$23,113,800
Task Order	70	\$4,700,900
DOHMH	5,350	\$478,399,100

Table VI-8: **DOHMH Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	\$2,300
Construction Services	23	\$608,900
Goods	3,515	\$15,882,200
Human Services	615	\$287,273,100
Professional Services	548	\$123,479,900
Standardized Services	648	\$51,152,700
DOHMH	5,350	\$478,399,100

Table VI-9: DOHMH Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	29	(\$11,357,900)
> \$0 and ≤ \$100 thousand	5,016	\$37,870,900
> \$100 thousand and ≤ \$1 million	207	\$89,857,000
> \$1 million and ≤ \$3 million	79	\$131,679,400
> \$3 million and ≤ \$25 million	17	\$111,989,700
> \$25 million	2	\$118,360,000
DOHMH	5,350	\$478,399,100

PROCUREMENT HIGHLIGHT



TALK TO YOUR BABY

DOHMH launched the “Talk To Your Baby, Their Brain Depends On It” public awareness campaign in Fiscal 2015. To support this and other public health campaigns, DOHMH registered several contracts to purchase ads on the New York City subway and other public locations to raise awareness of important public health issues. In addition to infant health, DOHMH ad campaigns target smoking and excessive drinking.

The Talk to Your Baby campaign is aimed at promoting early brain development among children ages zero to three. Through subway and digital advertisements and companion print materials, parents and caregivers are directed to online resources. These efforts focus on closing the “word gap.” Studies have found that by age four, children in middle and upper income families hear 30 million more words, on average, than their lower-income peers. This gap can lead to differences in early language skills development and future school performance, putting children born with the fewest advantages even further behind. As a result of these contracts, these ads will reach the 7.7 million people using New York City public transportation each day, including parents and caregivers throughout the City.

ANYTIME. ANYWHERE.

Talking, reading and singing build your baby's brain.

FOR TIPS

search nyc.gov/TalkToYourBaby, or text TALK to 877877

Message and data rates may apply. Text STOP to quit. HELP for more information. For Terms of Use and Privacy Policy, visit nyc.gov/health.



AGENCY INDICATORS: HUMAN SERVICES

Agency Procurement Indicators

DEPARTMENT OF HOMELESS SERVICES

DHS is entrusted with preventing homelessness and provides short-term, emergency shelters for individuals and families that have no other housing options available to them. DHS works with agencies and nonprofit partners to connect their clients with employment assistance, government services, and benefits as a critical part of the transition from shelters into permanent housing. DHS's largest contracts registered in Fiscal 2015 were shelter contracts with nonprofits that provide counseling, job training, housing assistance, and additional services for vulnerable homeless families. DHS also used amendments to add shelter capacity to existing providers and emergency contracts to meet the rising need for shelter. In addition, DHS registered several contracts in Fiscal 2015 for homelessness prevention services including legal services and case management assistance.

Table VI-10: **DHS Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	76	\$50,735,100
Amendment Extension	17	\$26,628,900
Competitive Sealed Bid	11	\$34,736,000
Construction Change Order	3	\$1,429,700
Emergency	13	\$23,362,100
Government-to-Government Purchase	2	\$1,594,500
Intergovernmental	3	\$8,024,900
Line-Item Appropriation	5	\$575,000
Micropurchase	1,061	\$2,415,500
Negotiated Acquisition Extension	6	\$39,021,100
Renewal	13	\$32,711,100
Request for Proposal	22	\$263,204,400
Required Source or Procurement Method	7	\$20,987,100
Small Purchase	24	\$785,900
Task Order	30	\$532,800
DHS	1,293	\$506,744,100

Table VI-11: **DHS Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	\$5,400,300
Construction Services	26	\$15,706,400
Goods	783	\$1,839,200
Human Services	185	\$414,739,200
Professional Services	119	\$14,582,300
Standardized Services	176	\$54,476,800
DHS	1,293	\$506,744,100

Table VI-12: **DHS Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	(\$29,500)
> \$0 and ≤ \$100 thousand	1,161	\$5,760,500
> \$100 thousand and ≤ \$1 million	55	\$22,417,700
> \$1 million and ≤ \$3 million	38	\$69,512,100
> \$3 million and ≤ \$25 million	34	\$283,421,900
> \$25 million	3	\$125,661,400
DHS	1,293	\$506,744,100

DEPARTMENT OF PROBATION

DOP is responsible for the supervision of probationers within the five boroughs. DOP works with residents on probation to foster positive change in their decision making and behavior and helps expand opportunities to move out of the criminal and juvenile justice systems by connecting them with meaningful education, employment, health services, family engagement, and civic participation opportunities. DOP accomplishes this through a justice reinvestment framework that focuses resources on high-risk individuals and invests in the communities where probationers live.

Table VI-13: **DOP Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	11	\$208,700
Government-to-Government Purchase	1	\$24,600
Intergovernmental	31	\$385,800
Line-Item Appropriation	8	\$1,673,400
Micro Purchase	1,113	\$917,900
Renewal	16	\$6,168,200
Request for Proposal	8	\$8,875,000
Required Source or Procurement Method	6	\$1,156,200
Small Purchase	17	\$930,300
Task Order	1	\$20,200
DOP	1,212	\$20,360,400

Table VI-14: **DOP Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	4	\$70,400
Goods	979	\$925,600
Human Services	55	\$18,319,200
Professional Services	48	\$410,700
Standardized Services	126	\$634,400
DOP	1,212	\$20,360,400

Table VI-15: **DOP Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	3	(\$147,100)
> \$0 and ≤ \$100 thousand	1,175	\$2,888,500
> \$100 thousand and ≤ \$1 million	33	\$11,019,000
> \$3 million and ≤ \$25 million	1	\$6,600,000
DOP	1,212	\$20,360,400

PROCUREMENT HIGHLIGHT

DOP NEXT STEPS

DOP's Next STEPS (Striving Towards Engagement and Peaceful Solutions) targets at-risk young adults between the ages of 16 and 24 that are actively involved in gang-related or other violent activity who live in or around any of 15 targeted NYCHA public housing developments. DOP registered seven contracts in Fiscal 2015 to implement this program, totaling \$2.3 million.

Next STEPS is based on six components: 1) a group process that encourages participants to become an important support system for each other; 2) a curriculum based on cognitive behavioral principles delivered by culturally appropriate

mentors; 3) mentors who are available for intensive support, advice, and guidance; 4) incorporation of positive youth development values, principles, and practices; 5) case management; and 6) participant stipends. In each mentoring group, a team of three mentors deliver a cognitive-behavioral curriculum to 16 young adults twice a week for approximately nine months, as well as have one-on-one sessions with them during the week. Through these core components, Next STEPS will help reduce recidivism rates among young adults in NYCHA developments by connecting them to education, employment, and their community, and stopping criminal activity.

DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT

DYCD supports New York City youth and their families by funding a wide range of high-quality youth and community programs in every neighborhood throughout the five boroughs. Programs like SONYC, Beacon, and COMPASS provide places in every community for children and youth to go after school and during the summer for study, enrichment, mentoring, and safe, supervised social development. Since much of the City Council's discretionary awards support youth and family services, City Council funds make up one-third of the DYCD contract volume with more than 1,000 line item contracts. These actions funded critical community programs in Fiscal 2015, such as the Adult Literacy Initiative that served 335 people, the Immigrant Opportunities Initiative, and 24 contracts for Deferred Action for Childhood Arrivals (DACA) services for New York City residents.

Table VI-16: **DYCD Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	1,039	\$70,440,800
Amendment Extension	61	\$13,299,700
Assignment	1	\$260,000
Intergovernmental	7	\$105,200
Line-Item Appropriation	1,055	\$30,502,900
Micropurchase	408	\$1,113,300
Negotiated Acquisition	11	\$1,084,200
Negotiated Acquisition Extension	504	\$115,181,100
Renewal	24	\$14,969,600
Request for Proposal	443	\$372,265,400
Small Purchase	7	\$161,900
Task Order	2	\$132,700
DYCD	3,562	\$619,516,900

Table VI-17: **DYCD Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	2	\$600
Goods	274	\$901,600
Human Services	3,106	\$614,218,800
Professional Services	15	\$3,732,200
Standardized Services	165	\$663,700
DYCD	3,562	\$619,516,900

Table VI-18: **DYCD Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	52	(\$6,539,900)
> \$0 and ≤ \$100 thousand	2,398	\$53,305,800
> \$100 thousand and ≤ \$1 million	857	\$248,331,400
> \$1 million and ≤ \$3 million	251	\$310,343,600
> \$3 million and ≤ \$25 million	4	\$14,076,000
DYCD	3,562	\$619,516,900

HUMAN RESOURCES ADMINISTRATION

HRA is dedicated to fighting poverty and income inequality by providing New Yorkers in need with essential benefits such as food assistance, employment services, and emergency rental assistance. As the largest local social services agency in the country, HRA helps more than 3 million New Yorkers through the administration of more than 12 major public assistance programs.

Table VI-19: **HRA Procurement by Method—Fiscal 2015**

METHOD	COUNT	CONTRACT VALUE
Amendment	35	(\$68,100,000)
Amendment Extension	15	\$5,279,500
Competitive Sealed Bid	5	\$5,824,100
Government-to-Government Purchase	1	\$12,400
Intergovernmental	98	\$43,530,900
Line-Item Appropriation	99	\$11,992,600
Micropurchase	598	\$1,993,100
Negotiated Acquisition	1	\$91,000
Negotiated Acquisition Extension	81	\$18,062,200
Renewal	20	\$49,160,700
Request for Proposal	45	\$146,892,800
Required Source or Procurement Method	3	\$772,500
Small Purchase	70	\$3,447,100
Sole Source	9	\$265,000
Task Order	15	\$125,047,300
HRA	1,095	\$344,271,300

Table VI-20: HRA Procurement by Industry—Fiscal 2015

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	5	\$200,600
Goods	552	\$4,861,600
Human Services	267	\$148,583,000
Professional Services	85	\$47,571,100
Standardized Services	186	\$143,055,000
HRA	1,095	\$344,271,300

Table VI-21: HRA Procurement by Size—Fiscal 2015

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	19	(\$83,122,200)
> \$0 and ≤ \$100 thousand	871	\$12,014,400
> \$100 thousand and ≤ \$1 million	124	\$50,878,200
> \$1 million and ≤ \$3 million	50	\$91,280,500
> \$3 million and ≤ \$25 million	30	\$158,965,200
> \$25 million	1	\$114,255,300
HRA	1,095	\$344,271,300

MAYOR'S OFFICE OF CRIMINAL JUSTICE

MOCJ acts as an organizing force for access to justice in the City of New York. MOCJ is a liaison between the NYPD, DOC, DOP, five District Attorney's Offices, and related agencies in a manner that ensures the fairness and efficiency of the criminal justice system. In Fiscal 2015, MOCJ's largest contract registrations were in service of its mission: funding legal services to New Yorkers who would otherwise be unable to afford representation.

Table VI-22: MOCJ Procurement by Method—Fiscal 2015

METHOD	COUNT	CONTRACT VALUE
Amendment	21	\$8,449,700
Amendment Extension	5	\$13,390,900
Assignment	1	\$299,300
Demonstration Project	1	\$521,400
Line-Item Appropriation	37	\$11,521,700
Micropurchase	55	\$310,100
Negotiated Acquisition	5	\$7,757,200
Negotiated Acquisition Extension	4	\$1,739,500
Renewal	6	\$18,576,300
Request for Proposal	6	\$26,190,300
Required Source or Procurement Method	5	\$1,116,700
MOCJ	146	\$89,873,100

Table VI-23: **MOCJ Procurement by Industry—Fiscal 2015**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	16	\$45,200
Human Services	85	\$89,532,000
Professional Services	14	\$154,400
Standardized Services	31	\$141,500
MOCJ	146	\$89,873,100

Table VI-24: **MOCJ Procurement by Size—Fiscal 2015**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ \$0	2	\$0
> \$0 and ≤ \$100 thousand	87	\$1,451,400
> \$100 thousand and ≤ \$1 million	38	\$16,620,900
> \$1 million and ≤ \$3 million	12	\$19,069,500
> \$3 million and ≤ \$25 million	7	\$52,731,200
MOCJ	146	\$89,873,100

Major Legislative and Regulatory Reforms

LEGISLATIVE REFORMS

Local Law 38 of 2014: A Local Law to amend the New York city charter, in relation to publishing the city record online.

The City Record, the official City newspaper published by DCAS, is a repository for a vast array of official City notices including: public hearings and meetings of agencies and the City Council; procurement notices; rulemaking proposals; and notices of hirings, terminations, and changes in salary for City employees. The law requires the City Record to be published online in addition to the existing print requirement and to be available in human- and machine-readable formats free of charge, and data in the City Record is required to be published on the City's open data portal.

Local Law 22 of 2015: To amend the administrative code of the city of New York, in relation to worker cooperatives.

A "worker cooperative" means a business in which the workers are represented on the board of directors and the workers control the majority of the voting stock, or if the business is held in a trust which controls the majority of the voting stock, the trustees are elected by the workers; this includes a worker cooperative as defined in Section 81 of the Cooperative Corporations Law. The law requires a number of reports from SBS and MOCS relating to the development of worker cooperative businesses, including the number of contracts that were awarded to worker cooperatives, which will be due starting in 2016.

NEW YORK CITY PROCUREMENT POLICY BOARD RULES

There were no Procurement Policy Board Rule updates during Fiscal 2015.

Fiscal 2015 Indicators Glossary

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

Agency Chief Contracting Officer (ACCO): A position delegated authority by the Agency Head to organize and supervise the procurement activity of subordinate agency staff in conjunction with the City Chief Procurement Officer (CCPO). See City Chief Procurement Officer. The DACCO is the Deputy Agency Chief Contracting Officer and works under the ACCO.

Amendment: A change made to a contract without revoking the entire original agreement. For the purposes of this report, amendments are considered to be changes to contracts that add or subtract funds to reflect programmatic needs, and do not extend the contract's term.

Amendment Extension: A procurement method to continue a contract for up to one year, most often for a human services program that would otherwise expire and has no other renewal provisions available. These extensions ensure that services can continue without interruption.

Apprenticeship Programs: Apprenticeship programs, which are approved and registered by the New York State Department of Labor, train skilled workers through a combination of on-the-job training and classroom instruction. The City requires that construction contractors have access to approved apprenticeship programs in order to bid on certain procurements. Moreover, all apprenticeship programs are required to successfully complete a two-year probationary period following their initial registration.

Architecture/Engineering Services: A class of services specifically related to the preparation of plans and specifications for construction projects. This category does not include construction management, build contracts, or the preparation of environmental studies. Contracts to hire licensed architects or professional engineers are included.

Assignment: An agreement to transfer from one vendor to another the right to receive payment and the responsibility to perform fully under the terms of the contract. For the purposes of this report, assignments are considered to be transfers that occur under circumstances such as when a vendor defaults, fails to fulfill its responsibilities, or otherwise becomes unable to continue—not transfers that occur when a vendor undergoes a corporate change such as a merger, acquisition, or name change.

Award: The action taken by an agency, based on the evaluation criteria, to select the winning bidder or proposer for a specific competition that results in a contract.

Bid: An offer, as a price, whether for payment or acceptance; a tender given specifically to a prospective purchaser upon request, usually in competition with other bidders.

Buy-Against: The process by which an agency may obtain from a successor vendor, selected with competition to the maximum practical extent, the goods and services needed to fulfill their requirements after a vendor defaults or fails to fulfill their contract responsibilities.

Capital Project: A project that is funded by a budget covering a single fiscal year and involves a physical infrastructure that is used in support of government operations or for general public use. These projects are valued at or more than \$35,000 and are expected to be utilized for at least five years.

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

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

Citywide Bidders' List: A list of vendors who do business with the City from whom bids or proposals can be solicited.

Competitive Sealed Bid (CSB): The most frequently used procurement method for purchasing goods, construction and standardized services, as well as concessions. CSBs are publicly solicited and awarded to the responsive and responsible vendor that agrees to provide the goods or services at the lowest price, or in the case of concessions, the highest amount of revenue to the City.

Competitive Sealed Proposal (CSP): See Request for Proposals.

Comptroller: The citywide elected official authorized to audit the City's financial condition and to advise on fiscal operations, policies, and transactions. The Comptroller is also required to register all contracts before payments can be made to vendors.

Concept Report (or Concept Paper): City agencies are required to issue a detailed concept report prior to the release of a Request For Proposals (RFP) that establishes a new client services programs or a substantial reorganization of an existing program. These reports must describe anticipated changes in the number or types of clients, geographic areas to be served, evaluation criteria, service design, price maximums, and/or ranges per participant. Concept reports, together with the comments received from the public, are used by agencies to draft the subsequent RFP.

Concession: Income generating contract for the private use of City-owned property to serve a public purpose. Examples include pushcarts, recreational facilities such as golf courses and tennis courts, and parking lots. Concessions do not include franchises, revocable consents, or leases.

Construction Change Order (CCO): Amendments to construction contracts used to implement necessary changes to ongoing construction projects (e.g., unanticipated conditions discovered in the field).

Construction Services: Construction services provide for the construction, renovation, rehabilitation, repair, alteration, improvement, demolition, and excavation of physical structures, excluding the performance of routine maintenance. This category of services includes trade work such as: painting, carpentry, plumbing, electrical installation, and asbestos and lead abatement.

Contract: A written agreement between the City and a vendor in an amount that gives rise to obligations that are enforced and recognized by the law.

Cycle Time: The length of time it takes agencies to process procurements. For this report, cycle time is measured from the date that the public is notified of a procurement to the date it is sent for registration.

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

Design Change Order (DCO): An amendment to a design consultant contract (i.e., architecture or engineering).

Discretionary Award: See Line Item Appropriation.

Emergency Procurement: A method of procurement used to obtain goods and services very quickly, in many instances without competition, when an agency must address threats to life, safety, or property or provide a necessary service on an emergency basis.

Environmentally Preferable Purchasing (EPP) Laws: The City's Environmentally Preferable Purchasing laws (Local Laws 118, 119, 120, 121, and 123 of 2005) are designed to minimize the environmental harm caused by the City in its role as a consumer of goods. The program focuses on the human health and environmental impact of goods and products purchased by the City to address a host of environmental concerns, including energy and water use, air quality, greenhouse gas emissions, hazardous substances, recycled and reused materials, and waste reduction.

Fiscal Year: The City's fiscal year runs from July 1st to June 30th. The Fiscal 2015 year ran from July 1, 2014 through June 30, 2015.

Franchise: An income generating contract that confers the right to occupy or use City property, such as streets or parks, to provide a public service. For example, a franchise contract could provide telecommunications or transportation services.

Franchise and Concession Review Committee (FCRC): The FCRC has six members: two appointees of the Mayor; one each from the Corporation Counsel, Office of Management and Budget, and the Comptroller; and one voting seat shared by the five Borough Presidents who rotate voting control based on the location of the item under consideration. MOCS oversees agency compliance with the applicable laws and regulations on behalf of the Mayor. Concession awards solicited by CSB require neither a hearing nor an FCRC approval vote. For concessions other than those procured by CSB, the awarding agency and FCRC hold joint public hearings for any award that has a total potential term of at least 10 years, will result in annual revenue to the City of more than \$100,000, or is considered to have major land use impacts. Concessions awarded by CSP do not require an approval vote. Concessions awarded pursuant to methods such as a sole source or negotiated concession typically require two FCRC approvals, one to authorize the agency to proceed with the concession and one to approve the resulting agreement.

Goods: This category includes all purchases of physical items, including but not limited to equipment and materials, excluding land or a permanent interest in land. Most purchases of goods above the small purchase limit are made by DCAS.

Government-to-Government Procurement (or Purchase): The procurement of goods, services, and construction, or construction-related services directly from another governmental entity.

Health and Human Services (HHS) Accelerator: HHS Accelerator is a system that facilitates the central management of the procurement process for human services and contractual relationships with client services vendors by creating and maintaining a web-based document vault; creating and maintaining a centralized, electronic and web-accessible categorization system of services provided for all City agencies; prequalifying client services providers; and managing procurements for client services.

Human Services: A class of services that is provided directly to third party clients. This category includes social services such as: day care, foster care, homeless assistance, housing and shelter assistance, counseling services, youth programs, after-school and recreation programs, senior centers, educational and employment training and assistance, health or medical services, home care, and other similar services. Vendors in this category are primarily nonprofits.

Innovative Procurement: Agencies are permitted by the Procurement Policy Board (PPB) rules to test any new procurement method on a limited number of procurements. Once the tested methods are evaluated, the PPB determines whether to codify the new methods for future use.

Intergovernmental Purchase: A fast-track method that enables City agencies to buy goods or services using pre-existing contracts between vendors and other government agencies, typically by the New York State Office of General Services or the United States General Services Administration.

Line Item Appropriation: As part of the City's budget process, the City Council and Borough Presidents provide funding to specific vendors, typically community-based human services organizations, cultural institutions, or other nonprofits. The contracts through which those funds flow are classified as line item or discretionary appropriations.

Living Wage Law: A law designed to ensure that certain employers who hire workers under City contracts pay their employees a living wage, which includes supplemental wages such as health care. New York City establishes a pay rate requirement for certain types of contracts for building services, childcare, Head Start, home care, food services, temporary workers, and services to persons with cerebral palsy. See NYC Admin. Code Section 6-109.

Master Service Agreement: A type of contract under which a vendor or pool of vendors hold a master agreement defining a general scope of services, with specific assignments determined through subsequently-issued task orders.

Micropurchase: A method used to buy goods, services, or construction valued at up to and equal to \$20,000. Agencies may buy from any available vendor at a fair price, without formal competition.

Minority- and Women-Owned Business Enterprises (M/WBEs): Pursuant to Local Law 1 of 2013, a minority-owned or woman-owned business certified by the New York City Department of Small Business Services as having a real and substantial business presence in the market for the City of New York and being authorized to do business in New York State, including sole proprietorships, partnerships, and corporations, in which (1) at least 51% of the ownership interest is held by United States citizens or permanent resident aliens who are either Black Americans, Asian Americans, Hispanic Americans, or women; (2) the ownership interest of such individuals is real, substantial, and continuing; and (3) such individuals have and exercise the authority to control independently the daily business decisions of the enterprise.

Negotiated Acquisition: The method of procurement that is used when only a few vendors are available to provide the goods or services needed, when there is limited time available to procure necessary goods or services, or when a competitive procurement is otherwise not feasible.

Negotiated Acquisition Extension (NAE): This is the sole option to extend certain contracts when extension or renewal terms have been exhausted or are unavailable. It may be utilized to provide an agency sufficient time to draft, issue, and make new awards under a competitive solicitation. These extensions ensure that services may continue uninterrupted. NAEs are also used to ensure the completion of ongoing construction projects that are not finished by the contract's expiration date, and may extend the amount of time and/or money allocated to complete a project.

Open Contract: An unexpired or incomplete contract against which payments are currently being made.

Payee Information Portal (PIP): PIP is a service that allows vendors to create and manage an online account with their business information, identify the types of goods and services they can provide to the City, view their financial transactions with the City, and enroll in the City's "Bidders' Lists" to receive relevant solicitations.

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

Prevailing Wages: Wage schedules mandated by New York State Labor Law (Sections 220 and 230) that define the wages to be paid for certain types of work under construction and building service contracts and subcontracts.

Prime contract: An agreement between an entity and a City agency for the provision of goods or services. The term "prime" is most commonly used when an entity or contractor that has entered into an agreement with a City agency engages subcontractors (see Subcontractor definition) to carry out the responsibilities of such contract.

Procurement: The process the City uses to buy, purchase, rent, lease, or otherwise acquire any goods, services, or construction. It also includes all functions for obtaining any good, service, or construction including planning, description of requirements, solicitation and selection of sources, preparation and award of contract, and all phases of contract administration, including receipt and acceptance, evaluation of performance, and final payment.

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

Procurement Training Institute (PTI): A division within DCAS's Citywide Training Center overseen by MOCS that is responsible for the training and certification of New York City procurement professionals. MOCS develops and presents a full curriculum of classes on best practices and compliance with City procurement laws and regulations, schedules classes on various topics, assists agencies with registration, and tracks those requiring certification.

Professional Services: Services that require the provider to possess specialized skills, including the holding of advanced degrees and exercise of independent judgement. Examples include: accountants, lawyers, doctors, computer programmers, architectural and engineering services, construction management services, and an array of consulting services, including medical, information technology, and management consulting.

Project Labor Agreement (PLA): An agreement between an owner of real property and building trades unions that provides for common labor provisions applicable to all bidders (contractors) and their subcontractors.

Proposal: An offer made by one person to another as a basis for negotiations for entering into a contract.

Public Hearing: Public hearings are held on contract awards to ensure transparency in the procurement process and give the public an opportunity to comment on proposed terms. The City conducts hearings on most contracts valued above \$100,000. Public hearings are also required for certain franchises and concessions.

Public Work: Construction, reconstruction, or maintenance work done on behalf of a public entity that takes place on public property to benefit the public. Building services that are associated with care and upkeep of an existing building (e.g., cleaners, gardeners, and security guards) are defined as work on behalf of a public entity where the contract is valued at more than \$1,500.

Purchasing Card (P-card): An agency-issued credit card that facilitates quick processing of micropurchases at a reduced administrative cost, while providing financial controls, oversight, and transparency.

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

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

Request for Proposals (RFP): Also known as Competitive Sealed Proposals (CSP), this method is used when an agency must consider factors in addition to price, such as the vendor's experience and expertise. RFPs are most frequently used when procuring human services, professional services, and architecture/engineering services. RFPs are also used for some concessions, where the agency, in determining which proposal is most advantageous to the City, wishes to consider both the revenue to the City and such other factors or criteria as are set forth in the RFP.

Required/Authorized Source or Method: A state or federal agency or a private entity (such as a nonprofit) that is funding a particular purchase through a City agency may mandate either the specific vendor to be used for the provision of goods or services, or a specific process for selecting a vendor. In other instances, New York State law provides a "preferred source" procurement method for particular types of vendors (e.g., those employing disabled New Yorkers).

Requirements Contract: A contract entered into by a City agency, usually DCAS or DoITT, with a vendor that agrees to supply the City's entire "requirement" for a particular good or service.

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

Responsive Bidder or Proposer: A vendor whose bid or proposal conforms to the terms set out by the City in the solicitation.

Retroactive: A retroactive contract is one registered by the Comptroller after the contractual start date.

Returnable Grant Fund (RGF) Loan Program: A short-term, interest-free loan program managed by MOCS for nonprofits that do business with the City. MOCS reviews, approves, and processes loan applications. The Fund for the City of New York (FCNY) issues the loans and manages the reporting.

Revocable Consent: A grant for the private use of City-owned property for purposes authorized in the City Charter (e.g., for cafés and other obstructions), which may be revoked at the City's discretion.

Regional Input-Output Modeling System (RIMS II): A system developed by the U.S. Bureau of Economic Analysis that provides a methodology for determining the local economic impact of public spending, including employment multipliers which estimate the change in employment resulting from a \$1 million increase in demand for a given industry. The employment multipliers are based on a detailed set of national industry accounts which, in part, measure the typical labor input within each of 62 aggregated industry categories. The employment impact of the City's procurement activity is estimated by matching each contract to an industry and using the corresponding multiplier to compute the number of resulting jobs.

Small Purchase: A method used for buying goods, services, and construction valued at up to and including \$100,000.

Sole Source: This procurement method is used when only one vendor is available to provide the required goods or services. This method is also used to “pass through” funds that support the New York City Economic Development Corporation (NYCEDC) and the capital construction projects of City-owned cultural institutions. For concessions, agencies may award without competition when it is determined that there is either only one source for the required concession, or that it is to the best advantage of the City to award the concession to one source.

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

Subscription: A method used by agencies to purchase periodicals, off-the-shelf trainings, or memberships in professional organizations. Pursuant to PPB Rule 1-02, this method does not require agencies to perform a competition (as there is usually only one possible provider); however, the procurement is subject to review and approval by MOCS.

Standardized Services: Services that do not typically require a provider to have experience in a specialized field or hold an advanced degree. A standardized service is highly commoditized and procurements for such services are generally awarded based on the lowest price. Examples of Standardized Services include: security, janitorial, secretarial, transportation, office machine repair, collection, and food related services. Contracts for services such as plumbing, electrical, and HVAC for maintenance and repair not related to new construction also fall into this category.

Subcontractor: A person who has entered into an agreement with a contractor to provide services or perform work that is required pursuant to a contract with a City agency.

Task Order Contract: See Master Service Agreement.

VENDEX (Vendor Information Exchange System): A public database that tracks vendor information as provided by vendors in City administered questionnaires, as well as information provided by City agencies and law enforcement organizations. Vendors are required to file both a Vendor Questionnaire and Principal Questionnaires every three years if they have done \$100,000 or more worth of business with the City (contracts, franchises, and concessions) during the preceding 12 months, or if they have sole source contracts totaling more than \$10,000.

Vendor: An existing or potential contractor.

List of Mayoral Agencies and Acronyms

ACRONYM	AGENCY
ACS	Administration for Children's Services
BIC	Business Integrity Commission
CCHR	City Commission on Human Rights
CCRB	Civilian Complaint Review Board
DCA	Department of Consumer Affairs
DCLA	Department of Cultural Affairs
DCAS	Department of Citywide Administrative Services
DCP	Department of City Planning
DDC	Department of Design and Construction
DEP	Department of Environmental Protection
DFTA	Department for the Aging
DHS	Department of Homeless Services
DOB	Department of Buildings
DOC	Department of Correction
DOF	Department of Finance
DOHMH	Department of Health and Mental Hygiene
DOI	Department of Investigation
DoITT	Department of Information Technology and Telecommunications
DOP	Department of Probation
DOT	Department of Transportation
DPR	Department of Parks and Recreation
DSNY	Department of Sanitation
DYCD	Department of Youth and Community Development
FDNY	Fire Department of the City of New York
HPD	Department of Housing Preservation and Development
HRA	Human Resources Administration
LAW	Law Department
LPC	Landmarks Preservation Commission
MOCJ	Mayor's Office of Criminal Justice
NYPD	New York City Police Department
OATH	Office of Administrative Trials and Hearings
NYCEM	Office of Emergency Management
SBS	Department of Small Business Services
TLC	Taxi and Limousine Commission

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