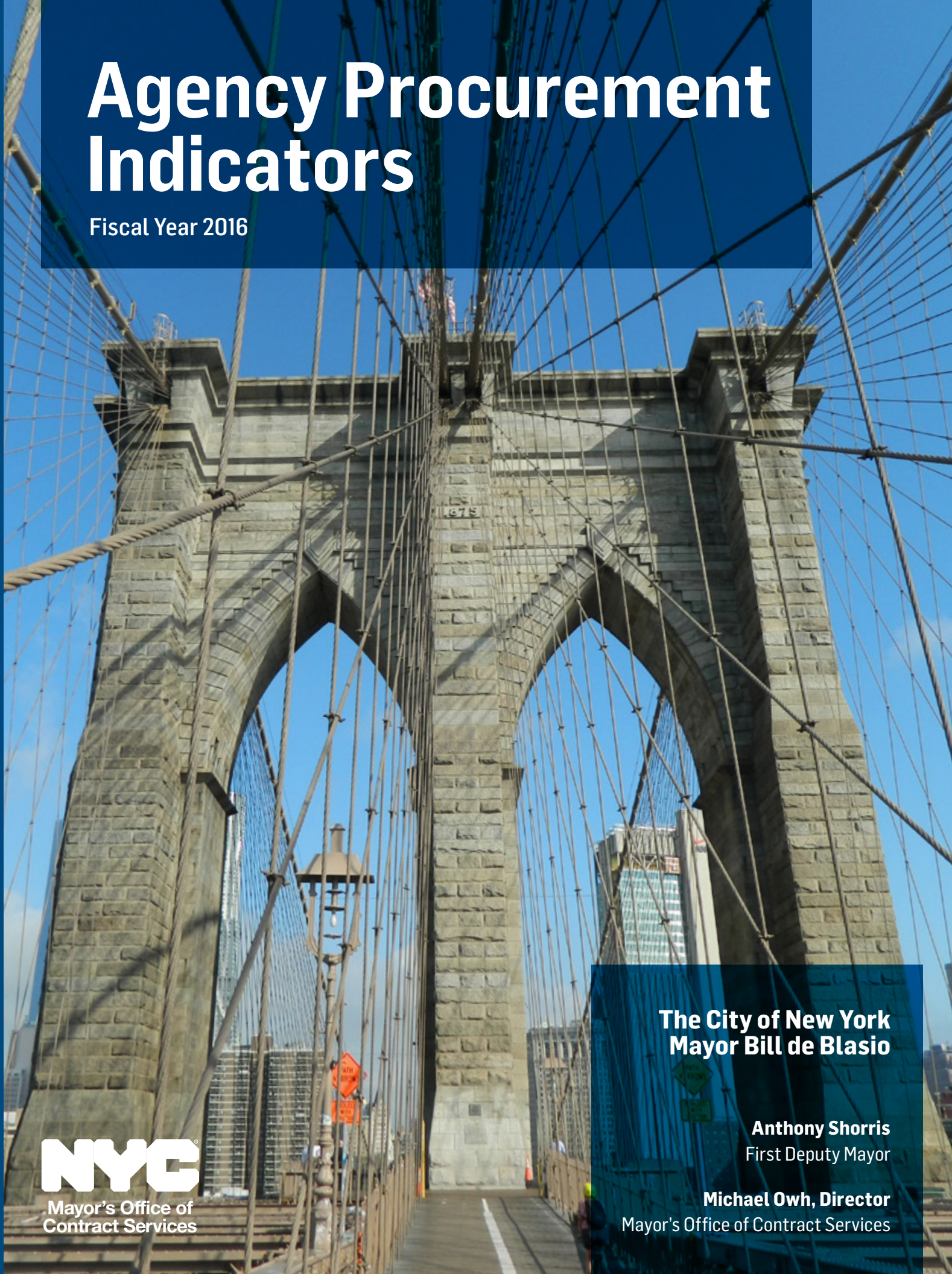
Agency Procurement Indicators

Fiscal Year 2016



The City of New York
Mayor Bill de Blasio

Anthony Shorris
First Deputy Mayor

Michael Owh, Director
Mayor's Office of Contract Services

NYC
Mayor's Office of Contract Services

Cover Image: Brooklyn Bridge
Photo by Isabel Dickstein/MOCS

One of the most iconic landmarks in New York City, the Brooklyn Bridge is one of the most visited tourist attractions as well as a vital link between lower Manhattan and downtown Brooklyn. The Department of Transportation (DOT) is rehabilitating the bridge, and in Fiscal Year 2016, DOT registered $34 million in change orders including extending contracts for necessary engineering services and to add a community liaison for the project.

CONTENTS

Fiscal 2016 Agency Procurement Indicators Report

Introduction 1

Notes on Data 1

I. Citywide Procurement Indicators 3

How the City Spends and Makes Money 3

Procurement Impact 10

Reducing the Environmental Footprint of New York City 10

Job Creation 10

Preferred Source 11

Wage Standards 11

Economic Opportunities for Minority- and Women-Owned Business Enterprises Under Local Law 1 of 2013 11

II. Mayor's Office of Contract Services Indicators 17

Agency Support and Assistance 17

Vendor Relations 19

Legal Compliance and Transparency 21

III. Agency Indicators: City Operations 23

Business Integrity Commission 23

Department of Citywide Administrative Services 24

Department of Finance 25

Department of Information Technology and Telecommunications 26

Department of Investigation 27

Department of Records and Information Services 28

Law Department 29

IV. Agency Indicators: Civic Services 31

City Commission on Human Rights 31

Civilian Complaint Review Board 32

Department of Buildings 33

Department of City Planning 34

Department of Consumer Affairs 35

Department of Correction 36

Department of Cultural Affairs 37

Department of Sanitation 38

Department of Small Business Services 39

Fire Department of the City of New York 40

Landmarks Preservation Commission 41

New York City Police Department 42

Office of Administrative Trials and Hearings 43

New York City Emergency Management 44

Taxi and Limousine Commission 45

V. Agency Indicators: Construction 47

Construction Indicators 47

Department of Design and Construction 50

Department of Environmental Protection 51

Department of Housing Preservation and Development 53

Department of Parks and Recreation 54

Department of Transportation 56

VI. Agency Indicators: Human Services 59

Human Services Indicators 59

Administration for Children's Services 60

Department for the Aging 61

Department of Health and Mental Hygiene 62

Department of Homeless Services 63

Department of Probation 64

Department of Youth and Community Development 66

Human Resources Administration 67

Mayor's Office of Criminal Justice 68

Major Legislative and Regulatory Reforms 71

Glossary 73

List of Mayoral Agencies and Acronyms 78

List of Tables, Charts, and Appendices 79

Fiscal 2016

Agency Procurement Indicators

Introduction

Procurement secures New York City operations, creates civic services, builds infrastructure, and advances public programs. Procurement consists of a transparent contracting process that provides goods and services in the best interest of the City, and is governed by the Procurement Policy Board (PPB). City procurement offices are responsible for safeguarding taxpayer dollars, ensuring fair treatment for vendors, and leveraging the buying power of the City to achieve public goals.

Mayor Bill de Blasio's vision to expand access, equity, and opportunity for all New Yorkers is being achieved through procurements. From Universal Pre-Kindergarten, to Shot Spotter, and the Community Parks Initiative, agencies are using procurement to improve NYC for all.

The Mayor's Office of Contract Services (MOCS) oversees procurement policies that determine how the City spends taxpayer money, such as requiring living wages for workers and environmentally safe products, and encourages competitions that provide new opportunities for a broad and diverse vendor community. MOCS achieves its mission through policy guidance and support, technical assistance, procurement data, and information for agencies, vendors, and the public.

The Agency Procurement Indicators Report for Fiscal 2016 demonstrates the impact of procurement and provides information on the City's procurement spending from July 1, 2015 to June 30, 2016. This report provides the public with a view into what the City buys and how we buy it.

Notes on the Data

In this report, MOCS accounts for its own activities to support procurement and measures the impact of Citywide procurement policies. MOCS also provides data on City contract actions completed by each Mayoral agency procurement office in Fiscal 2016 in three different ways:

1. **Procurement by Method.** MOCS tracks the number and value of contracts that City agencies register by procurement method. Procurement methods include, but are not limited to, competitive sealed bids, proposals, and emergency procurements. See the Glossary for a full list of procurement methods.

2. **Procurement by Industry.** MOCS categorizes procurement actions by industries—human services, professional services, standardized services, construction services, and goods—to understand the City's investment in each sector.

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.

City agency procurement data is reported in sections according to each agencies mission: city operations, civic services, construction, or human services. Each agency procures goods and services in multiple industries to achieve its mission, but the agencies grouped in each section will have similarities in their procurement portfolio based on similar purposes. For example, agencies reported in the construction section register primarily construction contracts, but also register contracts for standard services, professional services and goods.

This report provides information on procurement actions by the fiscal year in which they are registered and counts the full award value of the contract in that year, even if those contracts have terms spanning multiple years.

This report presents Fiscal 2016 data. Year-to-year comparisons of procurement volumes by method, industry and size are included in the appendices: http://www1. nyc.gov/site/mocs/resources/publications.page.

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

Year-to-year comparisons of procurement volumes by various methods of procurement are shown in Appendix A.

MOCS

IMPROVING POLICE PRECINCTS

The New York City Police Department (NYPD) launched numerous projects during Fiscal 2016 aimed at improving police precincts throughout the five boroughs. Among these projects is a $34.9 million contract for bathroom renovation in NYPD locations citywide. The contract was awarded to CLS Project Solutions, Inc., a certified minority-and women-owned business enterprise, and the project is estimated to be completed by April 2023 with over 300 renovated bathrooms. Bathroom renovation is among one of the several projects within the agency's $75 million initiative for the construction and redesign of police precincts, and furthers the City's goal to increase contract awards to minority-and women-owned business enterprises.

I. Citywide Procurement Indicators

New York City is one of the largest procuring entities in the country. In Fiscal 2016, the City procured $15.3 billion worth of goods and services through more than 41,300 transactions. This represents an 11% increase in total dollar value, relative to Fiscal 2015 ($13.8 billion). These transactions provided direct services to New Yorkers, helped maintain the City's infrastructure, and secured the operation of City government. The following procurement indicators are citywide in scope and include all Mayoral agencies.

HOW THE CITY SPENDS AND MAKES MONEY

Procurement by Industry

New York City categorizes 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. See Appendix B for agency-by-agency breakdowns of procurement by industry.

Chart I-1: **Citywide Procurement by Industry—Fiscal 2016**

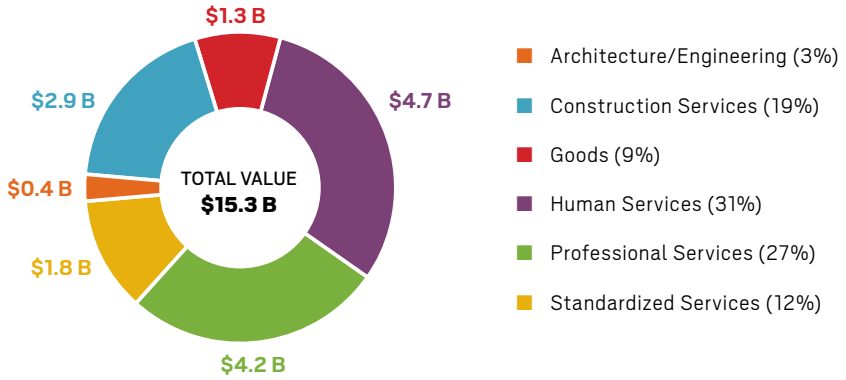
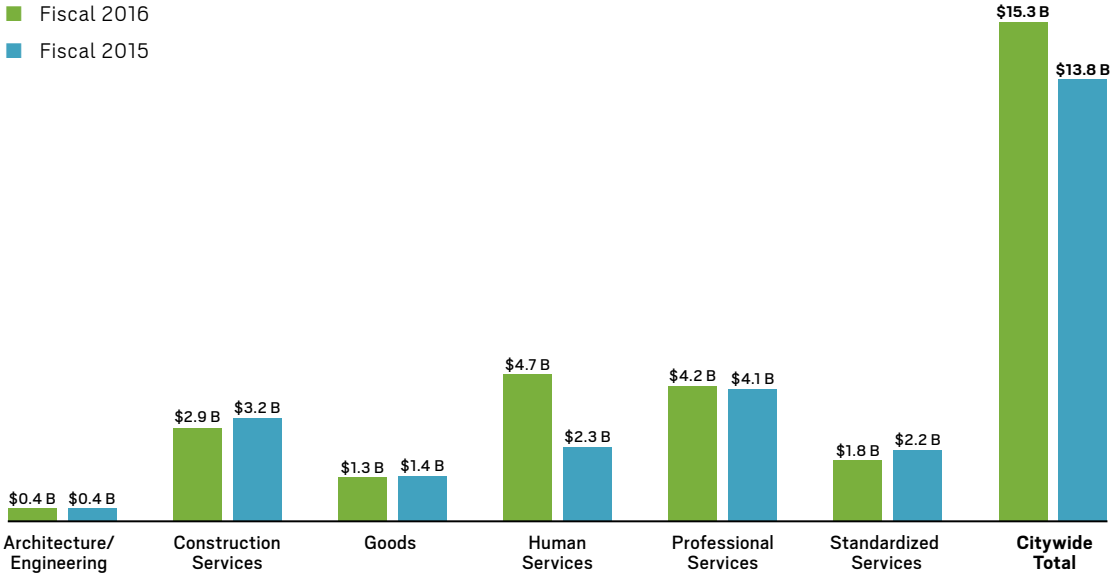


Chart I-2: **Citywide Procurement by Industry—Fiscal 2016 vs. Fiscal 2015**



Procurement by Method

The Procurement Policy Board (PPB) rules lay out the methods for purchasing new goods and services and the procedures that must be followed to continue or modify existing contracts. See the Glossary for definitions of each procurement method. Agency procurement professionals select the appropriate procurement method based on the agencies' business needs and the City's procurement rules.

Table I-1: **Citywide Procurements by Method—Fiscal 2016**

PROCUREMENT METHOD	FISCAL 2016	
	COUNT	CONTRACT VALUE
NEW AWARD METHODS		
Accelerated	91	$52,086,300
Buy-Against	8	$6,834,700
Competitive Sealed Bid	626	$3,743,443,500
Demonstration Project	8	$14,721,800
Emergency	127	$148,809,000
Government-to-Government Purchase	61	$75,353,800
Innovative	6	$6,400,800
Intergovernmental	645	$440,855,200
Line-Item Appropriation	2,549	$186,128,400
Micropurchase	25,250	$107,125,800
Negotiated Acquisition	125	$238,303,400
Request for Proposal	846	$1,809,305,300
Required Source or Procurement Method	102	$111,385,900
Small Purchase	1,248	$76,031,700
Sole Source	83	$2,637,383,100
Task Order	841	$557,650,700
CONTINUATION METHODS		
Amendment	4,405	$962,508,000
Amendment Extension	540	$271,477,000
Assignment	31	$65,237,400
Construction Change Order	2,173	$408,905,200
Design Change Order	301	$111,509,900
Negotiated Acquisition Extension	360	$248,854,700
Renewal	883	$3,039,794,200
Citywide Total	**41,309**	**$15,320,105,800**

Procurement by Size

Procurement actions valued at greater than $3.0 million represent approximately 78% of the total value of procurements made in Fiscal 2016. By contrast, purchases for $100,000 or less account for about 3% of the total dollar volume but 84% of the total number of procurements processed. See Appendix C for year-to-year totals of individual agencies.

Table I-2: **Citywide Number of Contracts by Dollar Value—Fiscal 2016** [1]

SIZE	COUNT	CONTRACT VALUE
≤ $0[2]	704	($388,492,000)
> $0 and ≤ $100 thousand	34,866	$422,872,400
> $100 thousand and ≤ $1 million	3,713	$1,357,712,100
> $1 million and ≤ $3 million	1,252	$2,036,647,800
> $3 million and ≤ $25 million	693	$5,640,044,800
> $25 million	81	$6,251,320,700
Citywide Total	**41,309**	**$15,320,105,800**

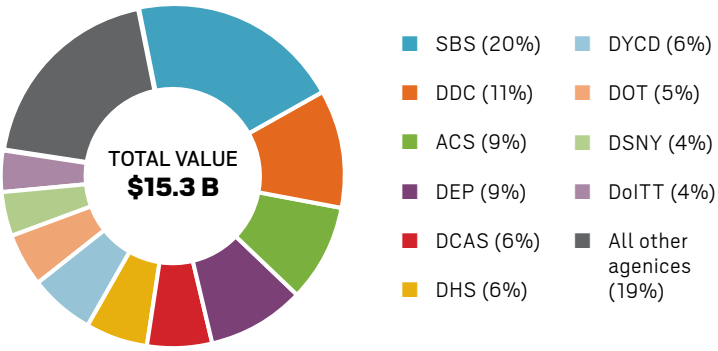
Top Ten Agencies by Procurement Value

The 10 agencies that procured the highest dollar value of contracts in Fiscal 2016 represent 81% of the total value of City procurements for Fiscal 2016.

Chart I-3: **Citywide Procurement Investment: Top 10 Agencies—Fiscal 2016**

TOP TEN AGENCIES: **81%**

ALL OTHER AGENCIES: **19%**

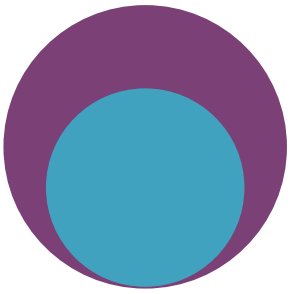


Vendor Enrollment

Businesses that wish to sell goods or services to the City must register through the Payee Information Portal (PIP). Once registered, vendors will receive notifications of relevant solicitations, and will have access to information concerning their financial transactions with the City. See the Glossary for a definition of PIP.

Chart I-4: **Citywide Vendor Registration—Fiscal 2016**

Total Vendors With Registered Contracts:
9,054



Total Vendors Registered in PIP:
12,660

[1] Procurement actions also include modifications of existing contracts. Modifications may decrease the value of a contract when an agency requires less of a good or service than it initially anticipated. Modifications may also increase the value of a contract when an agency requires more of a good or service than anticipated, making the contract dollar value higher than when originally registered.

[2] Table I-2 indicates there were $388.5 million worth of negative modifications, bringing the contract dollar value lower than the registered amount.

Largest Contracts

The 15 largest City contracts by dollar value in Fiscal 2016 account for 25% of procurement in the fiscal year and are cumulatively valued at approximately $3.8 billion.

Table I-3: **Top 15 Contracts by Dollar Value—Fiscal 2016**

#	AGENCY	VENDOR NAME	PURPOSE	CONTRACT VALUE
1	SBS	New York City Economic Development Corporation	To Promote Citywide Economic Development	$1,970,605,000
2	SBS	New York City Economic Development Corporation	To Promote Citywide Economic Development as Related to Maritime projects	$508,197,000
3	DHS	Bowery Residents' Committee, Inc.	Transitional Residential Housing for Adults	$209,781,600
4	MOCJ	The Legal Aid Society	Indigent Criminal Defense Services	$187,398,000
5	DEP	Skanska-Picone 26W Joint Venture	Preliminary Treatment Reliability Improvements at the 26th Ward Wastewater Treatment Plant	$134,350,000
6	DSNY	Zevel Transfer, LLC	Acceptance of Non-Organic Waste	$123,807,700
7	DCAS	Peckham Asphalt Resale Corp Parco	Asphalt and Cement Bulk Delivery for NYC	$86,396,400
8	DDC	MFM Contracting Corp.	Reconstruction of Worth Street—Hudson Street to Park Row	$80,013,900
9	DEP	Hazen & Sawyer	Combined Sewer Overflow Abatement Facility for Gowanus Canal	$78,654,900
10	ACS	St. Vincent's Services Inc.	Family Foster Care	$77,913,200
11	ACS	Graham-Windham	Family Foster Care	$72,242,300
12	DoITT	Coranet Corp.	Citywide Contract for Maintenance CISCO Support	$68,100,200
13	DoITT	Dell Marketing LP	Microsoft Enterprise License Agreement	$67,461,100
14	HRA	Fedcap Rehabilitation Services Inc.	Comprehensive Wellness Assessment	$66,062,100
15	DOT	Tully Construction Co. Inc.	Rehabilitation of Roosevelt Avenue Bridge in Van Wyck, Queens	$60,455,200
Total Value				**$3,791,438,500**

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 & Telecommunications (DoITT), with a vendor that generally agrees to supply the City's entire need for a particular good or service. Using the contract on an "as needed" basis allows agencies to acquire goods and services quickly, efficiently, and at a lower cost through volume-based discount pricing.[3]

Table I-4: **Top 10 Requirements Contracts by Dollar Value—Fiscal 2016**

AGENCY	VENDOR NAME	PURPOSE	CONTRACT VALUE
DCAS	Peckham Asphalt Resale Corp Parco	Asphalt and Cement Bulk Delivery for NYC	$86,396,400
DoITT	Coranet Corp.	Citywide Contract for Maintenance CISCO Support	$68,100,200
DoITT	CDW Government LLC	IT Goods and Related Services	$35,000,000
DCAS	Automotive Rentals Inc.	Fleet Management Services	$28,000,000
DCAS	Gabrielli Truck Sales LTD	To Procure, Hook, Hoist, and Roll-On and Roll-Off Trucks For DOT	$23,915,100
DCAS	WB Mason Co Inc.	Office Supplies for NYC Agencies	$22,500,000
DCAS	Clark Equipment Company	Front-End Loaders with Articulated Frame and Four-in-One Bucket Front-End Loader with Articulated Frame for DSNY	$21,738,600
DCAS	Seagrave Fire Apparatus LLC	Procure 100' Tractor Drawn Aerial Apparatus for FDNY	$20,997,300
DCAS	Tilcon New York Inc.	Hot Mix Asphalt for Highways	$18,681,100
DCAS	Gabrielli Truck Sales LTD	High Compaction Front Loading Waste Collection Truck for DSNY	$17,228,900
Total Value			**$342,557,600**

[3] Two of the largest requirements contracts are also amongst the 15 largest contracts citywide.

Cycle Time

The time it takes for the City to complete the procurement process, or cycle time, is an important indicator of efficiency. Cycle times may be affected by complicated vendor integrity issues, insurance requirements, labor law compliance, and budget challenges that delay final contracting decisions. Additionally, cycle time varies according to procurement complexity and agency. Overall, there was a 7% increase in cycle time from Fiscal 2015 to Fiscal 2016 despite agency efforts, due to the overall increase in procurement volume.

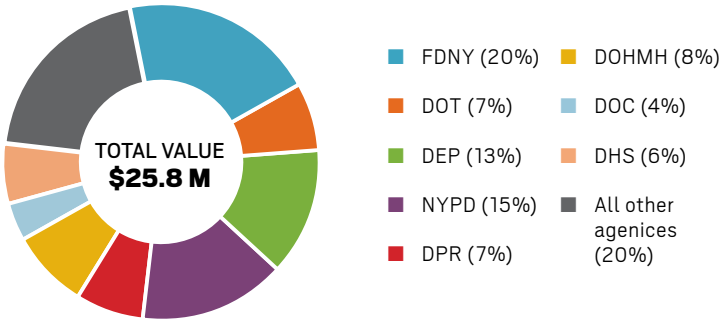
Table I-5: **Citywide Median Cycle Time (calendar days) for Competitive Sealed Bids—Fiscal 2016 vs. Fiscal 2015**

AGENCY	FISCAL 2016 MEDIAN CYCLE TIME (DAYS)	FISCAL 2015 MEDIAN CYCLE TIME (DAYS)	FISCAL 2016–FISCAL 2015 CHANGE
DCAS[4]	126	142	(15)
DDC	262	207	55
DEP	210	161	49
DOC	202	139	63
DOT	198	196	2
DPR[5]	198	193	5
DSNY	247	210	37
FDNY	181	178	3
HPD	234	183	51
HRA	251	159	92
NYPD	187	201	(13)
Citywide Median Cycle Time	**185**	**172**	**13**

P-Card Purchasing

The Purchasing Card (P-card) program is designed to assist agencies in streamlining the process for certain micropurchases. P-Cards are used by agencies to purchase goods and standard services quickly and efficiently, without the intermediate steps required by the City's financial management system. In Fiscal 2016, City agencies spent nearly $26 million using P-Cards.

Chart I-5: **Citywide P-Card Purchases—Fiscal 2016**



[4] This includes the DCAS Division of Municipal Supply Services.

[5] This includes both the DPR Capital and Expense divisions.

Contracts Designated By Elected Officials

Discretionary awards are designated by the New York City Council (City Council) to particular community-based organizations and nonprofits. Each nonprofit that applies for funding undergoes a rigorous review by City Council legal staff and MOCS above the prequalification threshold. Awards are named in Schedule C of the City's budget and throughout the fiscal year in monthly Transparency Resolutions. For more details on discretionary awards, see Appendix D.

Table I-6: **Discretionary Awards—Fiscal 2016**

AGENCIES	TOTAL ALLOCATED BY COUNCIL	TOTAL CLEARED BY MOCS	REGISTERED BY AGENCIES
ACS	$11,255,800	$11,200,800	$10,092,200
DCLA	$19,775,100	$19,359,700	$18,038,000
DFTA	$26,540,800	$26,018,500	$20,730,200
DOHMH	$37,023,500	$33,881,200	$24,798,200
DHS	$2,751,500	$2,751,500	$2,701,500
DOP	$1,802,800	$1,802,800	$1,802,800
DPR	$2,297,200	$2,194,700	$1,968,500
SBS	$17,097,900	$16,928,700	$9,464,500
DYCD	$58,902,100	$56,825,300	$46,501,900
HPD	$12,177,100	$12,019,400	$9,068,400
HRA	$24,277,800	$24,152,800	$13,335,800
MOCJ	$16,747,300	$16,628,800	$13,419,900
All Other Agencies	$1,725,600	$1,724,700	$1,539,600
Citywide Total	**$232,374,500**	**$225,488,900**	**$173,461,500**

Franchises and Concessions

The Franchise and Concession Review Committee (FCRC) is responsible for approving certain franchise and concession transactions as provided in the City Charter and the Concession Rules of the City of New York. A franchise allows 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 a private use that serves a public purpose, such as restaurants in a City park, sports and recreational facilities, or pedestrian plazas. Franchises and concessions typically generate revenue for the City. In Fiscal 2016, the FCRC approved three franchises with a projected revenue value of $1.9 million, and agencies awarded 107 concessions with a projected revenue of $35.3 million. The 572 operating franchises and concessions, many registered in previous fiscal years, generated approximately $222.6 million and $54.8 million in revenue, respectively.[6]

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 2016, the Department of Transportation (DOT) registered 91 revocable consents with a total projected value of $9.4 million. Likewise, the Department of Consumer Affairs (DCA) registered 695 revocable consents with a total projected value of $21.9 million.

[6] For more information on franchises and concessions, please visit: http://www1.nyc.gov/site/mocs/contract/reports.page

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. Below are examples of how Fiscal 2016 procurements affected environmental, community, and economic developments 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 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 Laws 118, 119, 120, 121 and 123 of 2005, City agencies are required to meet environmentally preferable standards, such as minimum recycled content, when purchasing particular categories of goods and services and through certain construction contracts. All EPP reports required by law can be found in Appendix E.

Table I-7: **Environmentally Preferable Purchases—Fiscal 2016**

TYPE	CONTRACT VALUE
Goods: Construction Contracts	$150,392,400
Goods: Direct Purchases	$159,656,300
Total	**$310,048,700**

JOB CREATION

Employment Data/RIMS

The City's spending with respect to registered procurement actions is 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 are supported by the City's contract spending. 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 over 28,000 contract actions, valued at $13.5 billion, to 63 aggregated industries, resulting in 96,630 direct jobs from City procurement spending in Fiscal 2016.

Table I-8: **Estimated Employment Impact of City Procurement—Fiscal 2016**

INDUSTRY	CONTRACT COUNT	CONTRACT VALUE	DIRECT JOBS
Architecture/Engineering	142	325,632,800	1,174
Construction Services	9,156	2,458,934,000	10,159
Goods	8,762	1,296,907,600	3,064
Human Services	4,446	4,311,841,800	52,678
Professional Services	1,769	3,630,233,800	18,663
Standardized Services	3,830	1,508,592,300	10,892
Grand Total	**28,105**	**$13,532,142,300**	**96,630**

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 high-quality projects and services for the City. In Fiscal 2016, 468 contracts were registered that were subject to prevailing wage requirements, with a cumulative value of nearly $2.6 billion.

Living Wage

The Living Wage Law, 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 health benefits. City law establishes living wage requirements for certain types of human services contracts such as contracts for daycare, Head Start Programs, home care and services to persons with disabilities as well as building services, food services, and temporary workers. In Fiscal 2016, the City awarded more than $246.5 million in contracts subject to the Living Wage Law, a 63% increase from the $151.2 million contracts awarded in Fiscal 2015.

PREFERRED SOURCE

While satisfying the procurement needs of City agencies, the Preferred Source 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. New York State's Preferred Source requirements were established by Section 162 of the New York State Finance Law. Purchases from preferred sources take precedence over all other sources of supply and do not require competitive procurement methods.

In Fiscal 2016, the City purchased nearly $54.5 million of goods and services from a 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.

ECONOMIC OPPORTUNITIES FOR MINORITY-AND WOMEN-OWNED BUSINESS ENTERPRISES UNDER LOCAL LAW 1 OF 2013

New York is committed to encouraging a competitive and diverse business environment—one that truly reflects the makeup 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 the citywide M/WBE Director, as the head of the Mayor's Office of M/WBEs, 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 standardized, professional, and construction services contracts, regardless of value, and for goods contracts (valued under $100,000) that were solicited after July 1, 2013.[7] The City's M/WBE Program increases contracting opportunities for M/WBEs by both providing access to bidding or proposal opportunities for prime contracts and by setting M/WBE subcontractor participation goals on individual contracts subject to the law. Generally, with certain exclusions, agencies may apply M/WBE participation goals to particular services contracts.[8]

In Fiscal 2016, the City achieved a combined prime and subcontract M/WBE utilization rate of 14% among contracts subject to the City's M/WBE Program pursuant to LL1. This represents a significant increase from the 8% combined utilization achieved in Fiscal 2015.

The following indicators represent some of the information that is required to be reported by LL1. For more details relating to each indicator, see Appendices G, H, I, J and K.

[7] 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 2016 were made on prime contracts that were subject to LL129.

[8] Under Section 6-129(q) of the New York City Administrative Code (NYC Admin. 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.

Prime Contract M/WBE Utilization

In Fiscal 2016, M/WBE prime contract awards subject to the Program rose to 13% of the applicable prime contract universe, compared to 7% in Fiscal 2015. The increase in M/WBE prime contract awards occurred despite the number of applicable prime contracts being approximately 54% lower relative to last fiscal year (57,280).[9] Table I-9 demonstrates that M/WBEs were awarded approximately $609.3 million in prime contracts. Notably, M/WBE small purchase utilization increased from 28% in Fiscal 2015 to 42% in Fiscal 2016. For additional details on the information presented in this table, please see Appendix G.

Table I-9: **Prime M/WBE Utilization—Fiscal 2016**

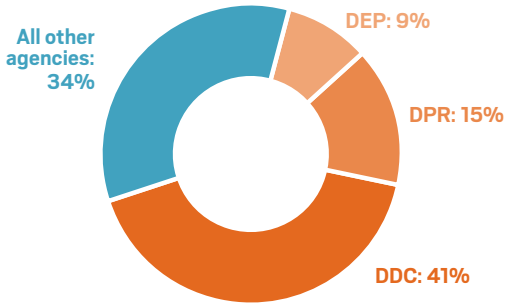
	TOTAL M/WBE			TOTAL SUBJECT TO PROGRAM	
INDUSTRY/SIZE	COUNT	CONTRACT VALUE	PERCENT OF TOTAL VALUE	COUNT	CONTRACT VALUE
Construction Services	**4,133**	**$242,471,500**	**12%**	**9,070**	**$1,974,232,200**
≤$20K	4,024	$4,782,900	52%	8,701	$9,249,600
>$20K, ≤$100K	38	$1,753,600	55%	67	$3,163,100
>$100K, ≤$1M	34	$19,983,300	43%	79	$46,631,800
>$1M, ≤$5M	22	$45,997,000	16%	118	$292,043,700
>$5M, ≤$25M	14	$135,077,700	15%	86	$920,121,300
>$25M	1	$34,877,000	5%	19	$703,022,700
Goods	**3,579**	**$40,251,300**	**43%**	**8,976**	**$94,575,900**
≤$20K	3,202	$18,857,400	38%	8,185	$49,497,500
>$20K, ≤$100K	377	$21,393,900	47%	791	$45,078,400
Professional Services	**219**	**$234,440,700**	**20%**	**1,179**	**$1,202,152,300**
≤$20K	159	$1,779,200	22%	829	$8,040,700
>$20K, ≤$100K	17	$1,426,700	20%	111	$7,167,400
>$100K, ≤$1M	12	$5,905,000	14%	86	$40,880,800
>$1M, ≤$5M	13	$52,542,500	24%	69	$217,198,300
>$5M, ≤$25M	18	$172,787,300	22%	81	$794,490,800
>$25M	0	$0	0%	3	$134,374,300
Standardized Services	**1,279**	**$92,113,500**	**7%**	**6,872**	**$1,286,305,600**
≤$20K	1,173	$8,105,100	25%	6,413	$32,911,700
>$20K, ≤$100K	74	$5,635,200	35%	235	$16,069,900
>$100K, ≤$1M	14	$6,536,300	16%	97	$42,042,100
>$1M, ≤$5M	12	$34,513,200	19%	68	$182,995,200
>$5M, ≤$25M	6	$37,323,700	8%	48	$456,277,200
>$25M	0	$0	0%	11	$556,009,500
Total	**9,210**	**$609,277,000**	**13%**	**26,097**	**$4,557,266,000**
≤$20K	8,558	$33,524,600	34%	24,128	$99,699,500
>$20K, ≤$100K	506	$30,209,400	42%	1,204	$71,478,800
>$100K, ≤$1M	60	$32,424,600	25%	262	$129,554,700
>$1M, ≤$5M	47	$133,052,700	19%	255	$692,237,200
>$5M, ≤$25M	38	$345,188,700	16%	215	$2,170,889,300
>$25M	1	$34,877,000	3%	33	$1,393,406,500

[9] P-Card purchases were not included in Fiscal 2016 prime contract award count, but were instead counted separately.

Agency Prime Contracting Highlights

The City is making every effort to increase contracting opportunities for the M/WBE community. Certain agencies have distinguished themselves in this regard during Fiscal 2016. For example, the Department of Design and Construction (DDC) awarded $251.2 million to M/WBE prime contractors this past fiscal year, up from $164.7 million in Fiscal 2015. The Department of Parks and Recreation (DPR) and the Department of Environmental Protection (DEP) awarded $90.9 million and $57.0 million, respectively, during Fiscal 2016. Overall, these agencies significantly assisted in the City's efforts to award prime contracts to M/WBE firms.

Chart I-6: **Prime Awards to M/WBEs: Top 3 Agencies—Fiscal 2016**



TOP THREE AGENCY TOTAL:
$399.3 M
(66%)

CITYWIDE TOTAL:
$609.3 M

Subcontract M/WBE Utilization

Many M/WBEs use subcontracting opportunities as a point of entry into City contracting. With this in mind, M/WBE subcontracting 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 2016, approximately $118.9 million was awarded to M/WBEs in subcontracts for standardized, professional, and construction services. These subcontracts were all awarded in Fiscal 2016 regardless of when the prime contract was registered. The subcontracts, distributed among the M/WBE groups, represent 31% of all such qualifying subcontracts awarded. Although subcontract utilization decreased in Fiscal 2016 to 31%, compared to 44% reported in Fiscal 2015, the value of awards made to M/WBEs increased from $75.2 million in Fiscal 2015 to $118.9 million in Fiscal 2016. For additional details regarding information presented in Table I-10, please see Appendix I.

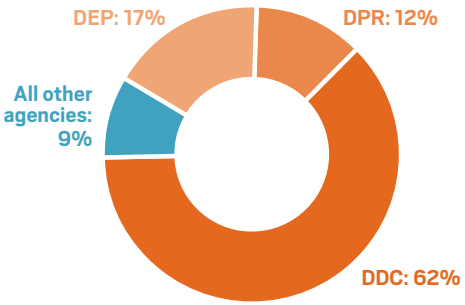
Table I-10: **M/WBE Subcontract Utilization—Fiscal 2016**

LL1/LL129 COMBINED	M/WBE			TOTAL SUBCONTRACTS ON PRIMES SUBJECT TO PROGRAM	
SUB INDUSTRY	COUNT	SUBCONTRACT VALUE	PERCENT OF TOTAL VALUE	COUNT	SUBCONTRACT VALUE
Construction Services	435	$86,699,800	28%	967	$311,429,900
Professional Services	199	$26,277,900	44%	449	$59,312,200
Standardized Services	42	$5,953,100	53%	115	$11,147,100
Grand Total	**676**	**$118,930,800**	**31%**	**1,531**	**$381,889,200**

Agency Subcontracting Highlights

As was the case in Fiscal 2015, DDC accounted for a significant portion of the subcontracts awarded to M/WBEs during the reporting period. DDC's $73.8 million in M/WBE subcontract awards were more than any other agency. Also, just as with M/WBE prime contract awards, DEP and DPR rounded out the top three agencies with approximately $20.8 million and $14.1 million in awards respectively.

Chart I-7: **Subcontract Awards to M/WBEs: Top 3 Agencies—Fiscal 2016**



TOP THREE AGENCY TOTAL:
$108.7 M
(91%)

CITYWIDE TOTAL:
$118.9 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 J.[10]

Table I-11: **Large-Scale Contract Approvals—Fiscal 2016**[11]

BASIS FOR DETERMINATION	COUNT OF CONTRACT	SUM OF CONTRACT VALUE
Multiple Site	25	$619,296,300
Requirements Contract	46	$895,060,300
Single Indivisible Project	62	$1,644,650,800
Unique/Unusual Good or Service	3	$49,032,000
Grand Total	**136**	**$3,208,039,500**

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 or partial waiver on a prime contract upon sufficiently demonstrating that the M/WBE goal should be reduced. Vendors filed a total of 185 requests for waivers in Fiscal 2016. Of those, 40 were denied, 64 were approved as full waivers, and 81 were approved as partial waivers. Most notably, of the 145 waivers that were approved, only 31 were associated with successful contract awards. Waiver determinations are further detailed in Appendix K. There were no requests made by vendors for modifications of M/WBE goals or findings of noncompliance during the fiscal year. There were also no complaints received pursuant to LL1 in Fiscal 2016.

[10] Approvals that occurred in Fiscal 2016 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.

[11] Under Section §6-129(h)(2)(e) of the NYC Admin. Code, agencies are not required to obtain CCPO approval for capital projects valued over $25 million and contracts excluded under Section 6-129(q) of the NYC Admin. Code. See footnote 8 for a listing of contracts excluded under Section 6-129(q) of the NYC Admin. Code.

Isabel Dickstein/MOCS

CITY HALL ROTUNDA

As part of the major City Hall renovation ending in 2015 the iconic Rotunda was repainted and fitted with smoke detectors, sprinklers and fire alarms bringing it up to current safety standards.

Isabel Dickstein/MOCS

II. Mayor's Office of Contract Services Indicators

MOCS provides procurement services to City agencies, vendors, and community-based organizations (CBOs), ensuring that the contracting process is fair, efficient, transparent, and cost-effective. MOCS' vision for supporting NYC is based on building partnerships, creating opportunities, and driving high quality procurement.

Agency Support and Assistance

- **Procurement Review and Support:** MOCS reviews and approves procurements initiated by mayoral agencies, including solicitation documents and contract awards.
- **Vendor Responsibility and Integrity Support:** MOCS maintains the legislatively mandated citywide database on business integrity, VENDEX. Agencies must research information relating to City vendors, their principals, and related entities to make affirmative determinations of each vendor's responsibility as it relates to each contract. MOCS assists agencies with vendor integrity assessments, and conducts independent reviews of nonprofit vendors through the Nonprofit Capacity Building and Oversight Review program. MOCS also coordinates vetting procedures and prequalification determinations for City Council discretionary awards.

Vendor Relations

- **Technical Assistance and Support:** MOCS provides services to vendors including assistance completing VENDEX questionnaires and enrollment in PIP. For nonprofit vendors, MOCS provides sector-specific technical assistance through NYC Nonprofits to strengthen nonprofit board governance and provides capacity building and oversight trainings 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: a short-term, interest-free loan program for nonprofit vendors with City contracts.

Legal Compliance and Transparency

- **Legal Compliance and Support:** MOCS provides agencies with compliance support related to the City's M/WBE program, coordination of FCRC, and labor-related and other initiatives at the city, state, and federal levels. See Citywide section on page 3 for more details.
- **Transparency and Public Information:** MOCS provides data analysis for key procurement indicators and publishes required reports. Additionally, MOCS maintains the Doing Business Database created under 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 through the Doing Business database.

Agency Support and Assistance

Procurement Approvals

In Fiscal 2016, MOCS approved a total of 1,254 procurement actions valued at more than $22 billion. MOCS procurement reviews include pre-solicitation reports and procurements actions by method. The reviews include determining if procurements comply with New York State and local laws, New York City Charter, PPB Rules, and City policies.

Contract Performance Evaluations

The PPB Rules require that agencies evaluate vendor performance on each open contract at least once per year if the contract value exceeds $100,000. The three evaluation criteria are: (1) timeliness of performance; (2) fiscal administration and accountability; and (3) overall quality of performance. MOCS reviews and finalizes all performance evaluations for agencies, and notifies vendors of the evaluation outcome. In Fiscal 2016, MOCS reviewed and finalized 5,445 performance evaluations, of which 5,337 of those evaluations received an overall fair or better rating.

Chart II-1:
Vendor Performance Evaluations—Fiscal 2016

Evaluations processed by MOCS in Fiscal 2016:
5,445

Percent of vendors with ratings of fair or better:
98%

Procurement Training Institute

The Procurement Training Institute (PTI) is a division of the DCAS's Citywide Training Center, which is managed by MOCS, and is responsible for training and certifying procurement professionals. MOCS develops and offers a full curriculum of classes on best practices, City procurement laws, and regulations. MOCS also tracks the compliance of procurement managers across the City who are required to be certified attend regular procurement meetings, and complete a number of these trainings. This certification program ensures procurement professionals are up to date regarding procurement requirements and best practices. In Fiscal 2016, MOCS certified 18 new procurement professionals and re-recertified four procurement professionals who had completed MOCS procurement professional certification requirements. In addition, MOCS trained 2,508 participants through PTI on procurement topics including contracting, legal compliance, systems, and NYC Nonprofits.

Chart II-2: **Procurement Training Institute (PTI): Number of Trained Professionals—Fiscal 2016**

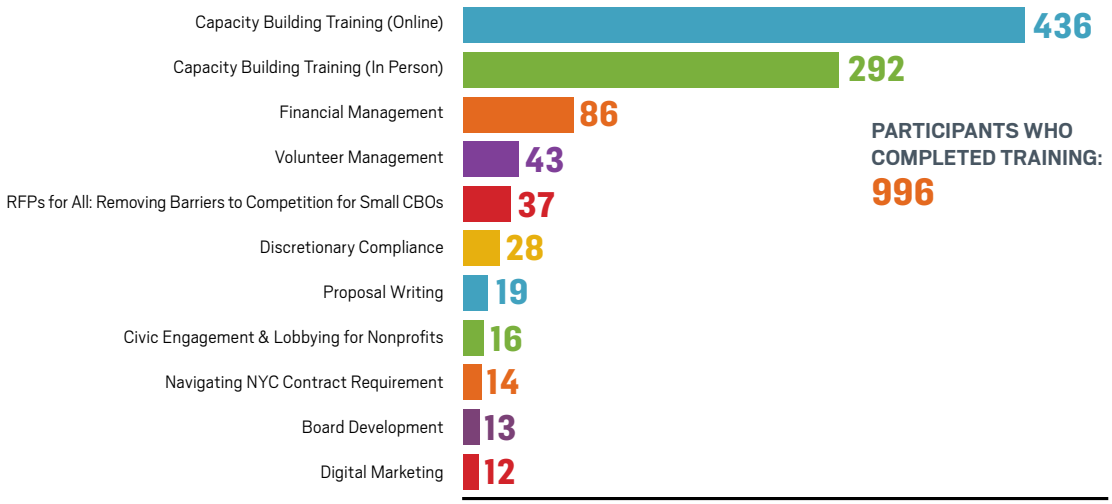
PARTICIPANTS WHO COMPLETED TRAINING:
2,508

Vendor Relations

Capacity Building & Oversight Trainings

The Capacity Building & Oversight training program provides free opportunities to the City's nonprofit partners to learn about best practices in nonprofit management. In Fiscal 2016, free trainings were offered on NYC contract compliance, financial management and budgeting, and fundraising. In Fiscal 2016, 996 nonprofit leaders and City employees completed trainings.

Chart II-3: **Capacity Building and Oversight Trainings: Number of Trained Professionals—Fiscal 2016**



NYC Nonprofits Helpline

The NYC Nonprofits Helpline, available through 311, provides technical assistance including requests for contract status, referrals, and resources to all nonprofits. In Fiscal 2016, MOCS answered almost 9,000 phone calls and more than 4,000 emails directly related to nonprofit assistance.

Returnable Grant Fund Loans

MOCS oversees the RGF in coordination with FCNY to administer interest-free loans 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 2016, MOCS processed 912 loans with a value of $148.8 million, more than double the $77.2 million loaned in Fiscal 2015.

HHS Accelerator

Health and Human Services Accelerator (HHS Accelerator) was launched in 2013 to simplify and expedite the contract process for client and community-based services providers. Through a deliberate and collaborative multi-year strategic plan with providers, redundant paper-based requirements were removed, processes reengineered, and contract documents standardized; reducing administrative burdens and allowing the City and providers to focus on mission critical activities.

The HHS Accelerator team continues to prequalify providers and assist agencies to issue health and human services RFPs through HHS Accelerator's web portal. The vendor pool of entities prequalified to compete for RFPs through HHS Accelerator increased by 39% to 2,546 providers; ensuring that a more diversified pool of strong and innovative programs are available to provide quality services to New Yorkers.

In Fiscal 2016, Health and Human Services Accelerator (HHS Accelerator) merged with MOCS. The HHS Accelerator team oversees competitions for health and human services funding opportunities and provides a

platform for financial transactions. The HHS Accelerator system is an online system designed to facilitate this process and to improve the City's contracting process. The merger provides the opportunity to combine processes and incorporate best practices throughout both offices. For the health and human services vendor community that does business through HHS Accelerator, the procurement process will remain seamless and simple, and for health and human service vendors doing business with the City of New York, the procurement process will be streamlined as a result of the merger.

In Fiscal 2016, HHS Accelerator released 43 RFPs for 12 agencies (ACS, DCA, DCAS, DFTA, DHS, DOE, DOP, DYCD, HPD, HRA, MOCJ and NYPD). Many of the awards made through HHS Accelerator in Fiscal 2016 were from DYCD, who leveraged the system to get programs like Comprehensive After School System of NYC (COMPASS NYC) up and running quickly. Agencies that have never completed health and human services procurements before are now doing so using HHS Accelerator. For example, in Fiscal 2016, the NYPD issued its first human services RFP through HHS Accelerator; placing trained trauma counselors in police precincts to support crime victims.

Beginning in Fiscal 2016, the New York City Council leveraged the HHS Accelerator Prequalification Application to meet the requirement of MOCS prequalification for providers awarded discretionary funding over $10,000. The median time for providers to be prequalified was within three days from the date the application was submitted to HHS Accelerator.

HHS Accelerator provides a paperless process for managing budgets, invoices and payments for the City's health and human services contracts. In Fiscal 2016, nine agencies (ACS, DHS, DOP, DOE, DYCD, HPD, HRA, MOCJ and SBS) used a module of HHS Accelerator called HHS Financials to manage budgets and payments for 684 contracts valued at $1.1 billion, speeding payment processing and providing greater transparency to providers.

Chart II-4: **HHS Accelerator—Fiscal 2015 vs. Fiscal 2016**

FISCAL 2015		FISCAL 2016
3,677	PROVIDERS WITH ACCOUNTS	4,765
1,830	PREQUALIFIED PROVIDERS	2,546
56	REQUEST FOR PROPOSALS ISSUED	44
749	AWARDS MADE	780
22	CONCEPT PAPERS LINKED ON THE PROCUREMENT ROADMAP	14

Legal Compliance and Transparency

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. The goal is to assist contracting agencies with determining whether a vendor is responsible prior to awarding public funds. In Fiscal 2016, MOCS received and processed 12,661 VENDEX submission packages.

Public Hearings

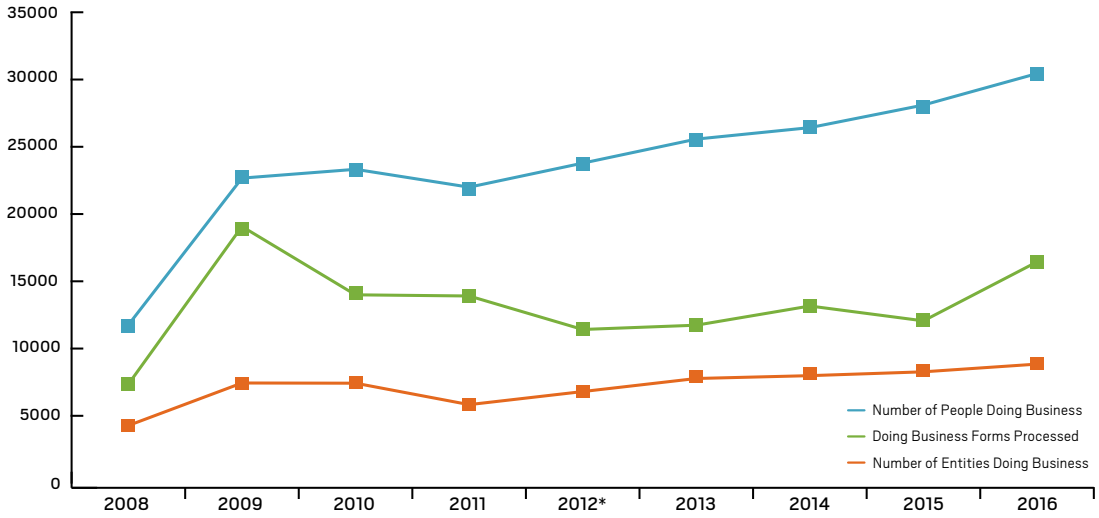
City agencies are required by the New York City Charter and by PPB Rule 2-11 to hold public hearings on certain proposed contracts valued in excess of $100,000. Public hearings provide transparency related to the procurement process and an opportunity for the public to comment on proposed contracts. In addition to agencies that conduct their own public hearings, in Fiscal 2016, MOCS administered 16 public hearings for 607 contracts, which totaled $9.9 billion in value. In total, there were 200 individuals who attended public hearings and 15 testimonies were received.

Chart II-5: **Public Hearings Held by MOCS for Contracts with the City—Fiscal 2016**

Doing Business Accountability

Local Law 34 of 2007 established a public Doing Business Database of all entities that are doing or seeking to do business with the City, as well as their principal officers, owners, and senior managers. In order to avoid any link between governmental decisions and large campaign contributions, or the appearance of such a link, lower municipal campaign contribution limits apply to the people listed in the database. Their contributions are not eligible for matching funds. Information about these entities and individuals is obtained through a Doing Business Data Form that is collected by City agencies. When an entity has proposed or been awarded business by the City in excess of legal 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 stricter limits for campaign donations as defined by the law.

Chart II-6: **Doing Business Entities, People, and Forms—Fiscal 2008 to 2016**



** Data for Fiscal 2012 not available so mid-point between Fiscal 2011 and 2013 used for people and entities*

THE MOBILE PARKING SOLUTION

The Mobile Parking Solution project is one of the strategic ways through which DOF is committed to meeting one of its pillars of providing excellent customer service. This initiative will expand the range of channels of payments to include an option for paying or adjudicating a ticket via mobile devices such as smartphones or tablets. This will incorporate mobile-specific functionality, including using the device's camera to capture ticket information and other evidence used in hearings.

The Mobile Parking Solution procurement was processed through the Department of Information Technology and Telecommunications (DoITT) Systems Integration contract. This is a four-year contract valued at $1.1M and awarded to a M/WBE, GCOM Software, Inc. GCOM is a system integrator company specializing in developing custom software for private and public sectors.

Isabel Dickstein/MOCS

III. Agency Indicators: City Operations

The seven agencies highlighted in this section maintain the operations of the City. They support other agencies, help ensure the integrity of City vendors and the City's workforce, protect open markets, collect part of the City's revenue stream, maintain the City's technology and resource infrastructure, 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), Department of Records and Information Services (DORIS), and the New York City Law Department (LAW).

In Fiscal 2016, these seven agencies registered 3,356 contract actions, valued cumulatively at $1.7 billion. The vast majority of contracts were for goods, valued at $1.1 billion, followed by standardized services with a total value of $296.5 million, and professional services with a value of $239 million.

BUSINESS INTEGRITY COMMISSION

BIC is a regulatory and law enforcement agency that oversees and licenses New York City businesses to operate in the private 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. BIC conducts criminal investigations, issues violations for regulatory infractions, responds to inquiries, resolves complaints, and assists the Department of Sanitation (DSNY) in vetting the companies that seek to operate waste transfer stations.

Table III-1: **BIC Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	2	$4,100
Intergovernmental	2	$186,400
Micropurchase	47	$181,300
Request for Proposal	2	$39,600
Small Purchase	3	$76,100
BIC Total	**56**	**$487,500**

Table III-2: **BIC Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	14	$60,900
Professional Services	7	$105,900
Standardized Services	35	$320,700
BIC Total	**56**	**$487,500**

Table III-3: **BIC Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	55	$331,900
> $100 thousand and ≤ $1 million	1	$155,600
BIC Total	**56**	**$487,500**

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. DCAS is responsible for supporting City agencies in hiring and training City employees, leasing and managing facilities, workforce recruitment, 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 that support the long-term strategic and environmental goals of the City.

Table III-4: **DCAS Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Accelerated	91	$52,086,300
Amendment	69	$6,270,700
Amendment Extension	5	$206,000
Assignment	2	$1,222,600
Buy-Against	7	$5,471,100
Competitive Sealed Bid	208	$674,315,500
Construction Change Order	173	$9,844,600
Demonstration Project	2	$1,063,900
Design Change Order	1	$300,000
Emergency	11	$11,327,400
Government-to-Government Purchase	4	$29,700
Intergovernmental	135	$132,197,900
Micropurchase	418	$2,440,500
Negotiated Acquisition	2	$1,617,000
Negotiated Acquisition Extension	5	$14,275,300
Renewal	12	$39,073,200
Request for Proposal	2	$5,086,700
Small Purchase	59	$4,072,900
Sole Source	13	$24,840,900
Task Order	5	$698,900
DCAS Total	**1,224**	**$986,441,100**

Table III-5: **DCAS Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	3	$5,798,800
Construction Services	179	$19,521,000
Goods	647	$851,435,900
Human Services	2	$21,500
Professional Services	48	$10,369,500
Standardized Services	345	$99,294,400
DCAS Total	**1,224**	**$986,441,100**

Table III-6: **DCAS Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	20	($17,586,300)
> $0 and ≤ $100 thousand	760	$12,951,100
> $100 thousand and ≤ $1 million	273	$102,759,300
> $1 million and ≤ $3 million	95	$169,330,800
> $3 million and ≤ $25 million	73	$577,078,600
> $25 million	3	$141,907,600
DCAS Total	**1,224**	**$986,441,100**

DEPARTMENT OF FINANCE

DOF oversees and administers the tax and revenue laws of the City fairly, efficiently, and transparently; receives and accounts for City revenues; and provides exceptional customer service to taxpayers. DOF procures various goods and services including but not limited to IT products and services, IT consulting services, professional services for payment processing and banking, and debt collections.

Table III-7: **DOF Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	11	$528,300
Amendment Extension	17	$12,366,400
Competitive Sealed Bid	3	$17,994,700
Government-to-Government Purchase	3	$4,100
Intergovernmental	7	$3,684,800
Micropurchase	291	$1,660,700
Negotiated Acquisition	1	$900,000
Negotiated Acquisition Extension	5	$6,602,700
Required Source or Procurement Method	1	$700,000
Small Purchase	7	$332,700
Sole Source	1	$5,217,900
Task Order	14	$3,949,200
DOF Total	**361**	**$53,941,500**

Table III-8: **DOF Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	3	$65,000
Goods	175	$1,198,300
Professional Services	47	$18,867,900
Standardized Services	136	$33,810,300
DOF Total	**361**	**$53,941,500**

Table III-9: **DOF Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	327	$3,047,600
> $100 thousand and ≤ $1 million	24	$6,641,400
> $1 million and ≤ $3 million	4	$6,470,300
> $3 million and ≤ $25 million	6	$37,782,200
DOF Total	**361**	**$53,941,500**

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 more than eight million New York City residents every day through nyc.gov and 311. DoITT's IT platforms receive approximately 50 million visitors each year. DoITT leverages the City's buying power to make it easier for City agencies to acquire IT goods and services through requirement contracts with vendors. Requirement contracts allow an agency to purchase a good or service more quickly and cost-effectively than through other procurement processes.

Table III-10: **DoITT Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	47	$246,340,300
Amendment Extension	82	$50,662,100
Assignment	1	$35,000,000
Demonstration Project	2	$2,633,300
Intergovernmental	49	$184,402,600
Micropurchase	298	$2,162,900
Negotiated Acquisition	2	$836,600
Negotiated Acquisition Extension	1	$99,600
Renewal	8	$23,277,100
Request for Proposal	2	$4,567,400
Small Purchase	21	$1,017,200
Sole Source	14	$41,096,800
Task Order	102	$22,396,600
DoITT Total	**629**	**$614,492,500**

Table III-11: **DoITT Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	$7,500
Goods	252	$292,948,900
Professional Services	228	$164,043,600
Standardized Services	148	$157,492,500
DoITT Total	**629**	**$614,492,500**

Table III-12: **DoITT Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	6	($7,724,800)
> $0 and ≤ $100 thousand	415	$8,803,800
> $100 thousand and ≤ $1 million	162	$43,044,600
> $1 million and ≤ $3 million	20	$33,100,400
> $3 million and ≤ $25 million	18	$143,277,500
> $25 million	8	$393,991,000
DoITT Total	**629**	**$614,492,500**

DEPARTMENT OF INVESTIGATION

DOI is responsible for the investigation and referral of criminal prosecution of cases involving fraud, corruption, and unethical conduct among all persons and entities that receive City funds, including the City's more than 300,000 employees and contractors. DOI is also charged with studying agency procedures to identify corruption risks and recommending improvements to reduce the City's vulnerability to fraud, waste, and corruption. In addition, DOI conducts investigations into the backgrounds 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. DOI procures a number of confidential investigative consulting services, IT applications and equipment, and media related materials.

Table III-13: **DOI Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	2	$213,300
Intergovernmental	12	$508,200
Micropurchase	225	$1,146,900
Negotiated Acquisition	1	$3,000,000
Negotiated Acquisition Extension	2	$1,062,500
Small Purchase	2	$103,500
Sole Source	1	$80,400
DOI Total	**245**	**$6,114,800**

Table III-14: **DOI Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	$3,000
Goods	70	$580,600
Professional Services	12	$4,380,100
Standardized Services	162	$1,151,100
DOI Total	**245**	**$6,114,800**

Table III-15: **DOI Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	239	$1,608,500
> $100 thousand and ≤ $1 million	5	$1,506,200
> $1 million and ≤ $3 million	1	$3,000,100
DOI Total	**245**	**$6,114,800**

DEPARTMENT OF RECORDS & INFORMATION SERVICES

DORIS preserves and provides access to the historical and contemporary records of New York City government both online and in-person at the Municipal Library, Archives and Visitor Center. DORIS operates record storage facilities in two locations with a combined capacity of 738,000 cubic feet, and provides records management services to 50 City agencies, ten courts, and the five district attorneys' offices. Visitors to its website can view 900,000 historical photographs and more than 12,000 reports and publications issued by City government agencies. The collection includes more than 10 million historical vital records essential for family history research and a photograph of every house and building in the City since approximately 1940.

Table III-16: **DORIS Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Micropurchase	139	$577,400
Required Source or Procurement Method	1	$665,000
Small Purchase	1	$70,900
Task Order	1	$9,800
DORIS Total	**142**	**$1,323,100**

Table III-17: **DORIS Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	32	$161,500
Human Services	1	$700
Professional Services	12	$107,600
Standardized Services	97	$1,053,300
DORIS Total	**142**	**$1,323,100**

Table III-18: **DORIS Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	141	$658,100
> $100 thousand and ≤ $1 million	1	$665,000
DORIS Total	**142**	**$1,323,100**

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. The Law Department attorneys draft and review State and local legislation, real estate leases, contracts, and financial instruments for the sale of municipal bonds. The agency also provides legal counsel to City officials on a wide range of issues such as immigration, education, and environmental policy.

Table III-19: **Law Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	36	$6,455,800
Amendment Extension	4	$2,913,000
Assignment	3	$71,600
Intergovernmental	20	$1,568,800
Micropurchase	538	$1,297,800
Negotiated Acquisition	74	$13,667,300
Negotiated Acquisition Extension	7	$3,135,000
Renewal	7	$11,550,000
Request for Proposal	7	$4,077,500
Required Source or Procurement Method	1	$199,000
Small Purchase	1	$87,600
Task Order	1	$117,300
Law Total	**699**	**$45,140,700**

Table III-20: **Law Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	3	$153,900
Goods	22	$480,900
Human Services	4	$13,100
Professional Services	177	$41,087,400
Standardized Services	493	$3,405,400
Law Total	**699**	**$45,140,700**

Table III-21: **Law Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	5	($1,907,800)
> $0 and ≤ $100 thousand	627	$5,985,900
> $100 thousand and ≤ $1 million	58	$21,754,000
> $1 million and ≤ $3 million	7	$11,500,000
> $3 million and ≤ $25 million	2	$7,808,600
Law Total	**699**	**$45,140,700**

NYCEM

KNOW YOUR ZONE

Since 2009, NYC Emergency Management has worked with the Ad Council to help New Yorkers prepare for emergencies through public service advertisements. Through donated media, the Ad Council places television, print (e.g., magazines, billboards, etc.) and radio public service announcements throughout New York City. To date, the preparedness ad campaign has received more $20 million in donated media.

The Advertising Council was awarded a contract for $1 million for an advertising campaign that includes the following deliverables: research, creative production services, media outreach services, public relations, fulfillment, ad placement and media monitoring.

IV. Agency Indicators: Civic Services

New York City's civic service agencies identify and address community needs and 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 by strengthening communities, helping neighbors in need, promoting healthier lifestyles, and creating emergency preparedness.

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

In Fiscal 2016, these 15 agencies registered more than 7,800 contracts, cumulatively valued at more than $4.2 billion. These contracts are primarily for Professional Services, 71% by value, though these agencies procured contracts in other industries including Standardized Services (18%), Construction Services (86%), and Human 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 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	5	$49,600
Micropurchase	93	$356,200
Small Purchase	4	$94,500
CCHR Total	**102**	**$500,300**

Table IV-2: **CCHR Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	$17,800
Goods	45	$161,000
Human Services	1	$13,000
Professional Services	14	$116,100
Standardized Services	41	$192,400
CCHR Total	**102**	**$500,300**

Table IV-3: **CCHR Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	102	$500,300
CCHR Total	**102**	**$500,300**

CIVILIAN COMPLAINT REVIEW BOARD

CCRB is charged with investigating and mediating complaints filed by members of the public against New York City police officers involving the use of force, abuse of authority, discourtesy, or offensive language. The Board consists of 13 members appointed by the Mayor, the City Council, and the Police Commissioner. The CCRB currently investigates approximately 4,500 complaints each year, and is the largest police oversight agency in the United States. The CCRB is also charged with operating its Administrative Prosecution Unit ("APU"), which prosecutes all cases substantiated by the Board. The Board procures office supplies, equipment, and services to facilitate its investigations, such as transcription services and for APU, mediator services for its Mediation Program, statistical software licenses, and translation services. The CCRB's staff consists of investigators, mediation coordinators, and attorneys engaged in the core function of the Board to investigate complaints impartially, expediently, and efficiently.

Table IV-4: **CCRB Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	1	$32,400
Small Purchase	84	$286,500
Micropurchase	11	$305,800
CCRB Total	**96**	**$624,700**

Table IV-5: **CCRB Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	42	$361,100
Professional Services	6	$29,100
Standardized Services	48	$234,500
CCRB Total	**96**	**$624,700**

Table IV-6: **CCRB Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	96	$624,700
CCRB Total	**96**	**$624,700**

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. DOB procures IT applications and equipment, inspection services, and various materials related to New York City's building inspections.

Table IV-7: **DOB Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	2	$48,900
Amendment Extension	5	$5,644,900
Competitive Sealed Bid	2	$23,575,600
Emergency	2	$400,000
Intergovernmental	18	$618,800
Micropurchase	92	$731,900
Negotiated Acquisition Extension	1	$93,800
Request for Proposal	2	$325,000
Small Purchase	14	$944,300
Sole Source	2	$118,600
Task Order	9	$1,492,700
DOB Total	**149**	**$33,994,500**

Table IV-8: **DOB Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	5	$199,500
Construction Services	3	$208,700
Goods	56	$936,100
Professional Services	51	$8,437,400
Standardized Services	34	$24,212,800
DOB Total	**149**	**$33,994,500**

Table IV-9: **DOB Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	137	$2,961,200
> $100 thousand and ≤ $1 million	9	$2,240,800
> $3 million and ≤ $25 million	3	$28,792,500
DOB Total	**149**	**$33,994,500**

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 is leading 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 all New Yorkers. 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. DCP procurements support operational needs, including IT hardware, software, and supplies.

Table IV-10: **DCP Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment Extension	5	$3,743,900
Government-to-Government Purchase	2	$3,800
Intergovernmental	2	$57,400
Micropurchase	186	$732,500
Small Purchase	9	$355,900
Sole Source	1	$99,900
Task Order	2	$95,200
DCP Total	**207**	**$5,088,600**

Table IV-11: **DCP Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	139	$952,900
Professional Services	16	$3,822,600
Standardized Services	52	$313,100
DCP Total	**207**	**$5,088,600**

Table IV-12: **DCP Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	203	$1,421,200
> $100 thousand and ≤ $1 million	2	$1,150,000
> $1 million and ≤ $3 million	2	$2,517,400
DCP	**207**	**$5,088,600**

DEPARTMENT OF CONSUMER AFFAIRS

DCA licenses, inspects, and educates businesses; assists and informs consumers; and offers free financial counseling and safe banking products available to New Yorkers. DCA licenses approximately 80,000 businesses in 55 different industries. DCA also enforces New York City's Consumer Protection, Paid Sick Leave, and Commuter Benefits laws, as well as other related business laws throughout New York City.

DCA uses a variety of tools to help New Yorkers understand their rights and responsibilities, including door-to-door outreach, industry-wide trainings and partnerships with numerous community-based service and advocacy organizations. DCA's public-facing materials, including informational brochures, outdoor, print, and radio advertising, are available in multiple languages and demonstrate the agency's commitment to serving the needs of all of our City's residents.

Table IV-13: **DCA Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	4	$95,100
Amendment Extension	1	$60,400
Government-to-Government Purchase	4	$35,900
Intergovernmental	8	$140,400
Micropurchase	119	$526,900
Renewal	1	$65,000
Small Purchase	5	$302,700
Sole Source	13	$411,200
Task Order	1	$60,500
DCA Total	**156**	**$1,698,100**

Table IV-14: **DCA Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	2	$14,100
Goods	41	$439,200
Human Services	2	$35,700
Professional Services	26	$474,400
Standardized Services	85	$734,700
DCA Total	**156**	**$1,698,100**

Table IV-15: **DCA Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	155	$1,398,200
> $100 thousand and ≤ $1 million	1	$299,900
DCA Total	**156**	**$1,698,100**

DEPARTMENT OF CORRECTION

DOC provides for the care, custody, and control of persons accused of crimes or convicted and sentenced to up to one year of jail time. DOC operates 12 inmate facilities; 9 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 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	46	$11,142,000
Amendment Extension	3	$1,077,100
Competitive Sealed Bid	7	$25,127,200
Construction Change Order	11	$6,213,900
Design Change Order	4	($238,100)
Emergency	4	$993,500
Intergovernmental	11	$327,100
Micropurchase	541	$4,374,300
Renewal	15	$76,895,700
Request for Proposal	3	$28,727,000
Small Purchase	77	$4,799,100
Sole Source	6	$421,500
Task Order	10	$1,780,000
DOC Total	**738**	**$161,640,300**

Table IV-17: **DOC Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	6	$26,761,900
Construction Services	21	$79,286,000
Goods	545	$7,396,500
Human Services	12	$26,695,700
Professional Services	46	$923,000
Standardized Services	108	$20,577,200
DOC Total	**738**	**$161,640,300**

Table IV-18: **DOC Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	44	($5,704,800)
> $0 and ≤ $100 thousand	642	$9,820,100
> $100 thousand and ≤ $1 million	27	$7,776,600
> $1 million and ≤ $3 million	12	$23,728,700
> $3 million and ≤ $25 million	13	$126,019,700
DOC Total	**738**	**$161,640,300**

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 promoting and advocating for quality arts programming. DCLA represents and serves nonprofit cultural organizations involved in the visual, literary, and performing arts; public-oriented science and humanities institutions; and creative artists who live and work within the City's five boroughs.

Table IV-19: **DCLA Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	1	$200
Intergovernmental	3	$63,800
Line-Item Appropriation	6	$1,155,400
Micropurchase	48	$254,900
Negotiated Acquisition	1	$120,700
Required Source or Procurement Method	1	$63,900
Small Purchase	5	$301,200
DCLA Total	**65**	**$1,960,100**

Table IV-20: **DCLA Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	21	$1,476,800
Human Services	1	$20,000
Professional Services	3	$79,300
Standardized Services	40	$384,000
DCLA Total	**65**	**$1,960,100**

Table IV-21: **DCLA Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	60	$818,900
> $100 thousand and ≤ $1 million	5	$1,141,200
DCLA Total	**65**	**$1,960,100**

NOTE: DCLA issues the majority of its programmatic funding through grants, which are not included with the results above. DCLA filed 172 such grants and grant amendments with a total value of $19.8 million to support cultural services in New York City.

DEPARTMENT OF SANITATION

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. DSNY promotes a healthy New York City environment through efficient management of the City's recycling and garbage disposal.

Table IV-22: **DSNY Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	15	$6,597,300
Amendment Extension	72	$8,845,900
Competitive Sealed Bid	24	$560,044,300
Construction Change Order	73	($1,191,200)
Design Change Order	1	$766,700
Emergency	28	$4,575,100
Intergovernmental	2	$141,100
Line-Item Appropriation	2	$64,500
Micropurchase	761	$4,334,300
Negotiated Acquisition Extension	2	$16,583,800
Renewal	19	$33,009,500
Request for Proposal	1	$6,000,000
Small Purchase	65	$5,235,200
Sole Source	2	$12,000,600
Task Order	80	$9,157,000
DSNY Total	**1,147**	**$666,164,100**

Table IV-23: **DSNY Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	3	$6,868,700
Construction Services	82	$650,200
Goods	245	$10,257,500
Human Services	8	$49,400
Professional Services	172	$57,302,500
Standardized Services	637	$591,035,800
DSNY Total	**1,147**	**$666,164,100**

Table IV-24: **DSNY Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	22	($4,861,800)
> $0 and ≤ $100 thousand	1,012	$21,838,200
> $100 thousand and ≤ $1 million	84	$22,639,100
> $1 million and ≤ $3 million	8	$14,671,700
> $3 million and ≤ $25 million	12	$156,612,500
> $25 million	9	$455,264,400
DSNY Total	**1,147**	**$666,164,100**

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.

Table IV-25: **SBS Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	231	$225,078,400
Amendment Extension	17	$11,023,500
Government-to-Government Purchase	1	$200,000
Intergovernmental	1	$40,800
Line-Item Appropriation	128	$11,834,200
Micropurchase	232	$1,284,800
Negotiated Acquisition Extension	2	$289,000
Renewal	15	$63,644,800
Request for Proposal	9	$20,360,600
Small Purchase	8	$430,300
Sole Source	4	$2,479,056,200
Task Order	100	$225,222,500
SBS Total	**748**	**$3,038,465,100**

Table IV-26: **SBS Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	$2,000
Goods	43	$703,100
Human Services	126	$40,209,200
Professional Services	422	$2,993,581,900
Standardized Services	156	$3,968,900
SBS Total	**748**	**$3,038,465,100**

Table IV-27: **SBS Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	39	($12,347,600)
> $0 and ≤ $100 thousand	459	$10,569,900
> $100 thousand and ≤ $1 million	164	$57,034,600
> $1 million and ≤ $3 million	45	$77,609,300
> $3 million and ≤ $25 million	35	$280,672,500
> $25 million	6	$2,624,926,400
SBS Total	**748**	**$3,038,465,100**

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 FDNY to make significant contributions to the safety of New York City and homeland security efforts. FDNY procures goods, including emergency vehicles and equipment, and and services such as firehouse repairs, enhancements and maintenance and IT applications and equipment.

Table IV-28: **FDNY Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	35	$16,369,100
Amendment Extension	7	$2,143,400
Competitive Sealed Bid	11	$27,954,900
Construction Change Order	5	$86,957,300
Design Change Order	1	$1,884,800
Emergency	1	$225,000
Intergovernmental	38	$26,885,500
Line-Item Appropriation	28	$1,219,100
Micropurchase	328	$3,331,100
Negotiated Acquisition	1	$175,600
Renewal	1	$3,929,600
Request for Proposal	1	$371,100
Small Purchase	94	$5,755,800
Sole Source	1	$356,200
Task Order	5	$11,386,500
FDNY Total	**557**	**$188,945,000**

Table IV-29: **FDNY Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	$1,884,800
Construction Services	10	$97,955,100
Goods	420	$16,741,200
Professional Services	30	$37,543,600
Standardized Services	96	$34,820,300
FDNY Total	**557**	**$188,945,000**

Table IV-30: **FDNY Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	4	($4,347,300)
> $0 and ≤ $100 thousand	495	$10,982,000
> $100 thousand and ≤ $1 million	36	$15,986,600
> $1 million and ≤ $3 million	12	$26,980,400
> $3 million and ≤ $25 million	9	$105,573,900
> $25 million	1	$33,769,400
FDNY Total	**557**	**$188,945,000**

LANDMARKS PRESERVATION COMMISSION

LPC designates, regulates, and protects the City's architectural, historic, and cultural resources. This includes 1,364 individual landmarks and more than 33,000 properties in 139 historic districts and extensions. The Commission reviews applications to alter landmark structures, investigates complaints of illegal work, and initiates actions to compel compliance with the Landmarks Law. LPC procurements include facade restoration services as well as IT applications and equipment.

Table IV-31: **LPC Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Intergovernmental	2	$88,700
Micropurchase	26	$103,100
Small Purchase	3	$95,500
LPC Total	**31**	**$287,300**

Table IV-32: **LPC Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	4	$115,500
Goods	12	$128,100
Professional Services	4	$4,000
Standardized Services	11	$39,700
LPC Total	**31**	**$287,300**

Table IV-33: **LPC Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	31	$287,300
LPC Total	**31**	**$287,300**

NEW YORK CITY POLICE DEPARTMENT

NYPD is tasked with enforcing City 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 thousand uniformed officers across 77 precincts, 12 transit bureaus, 9 New York City Housing Authority (NYCHA) Police Service Areas, and in specialized units such as the Intelligence, Counterterrorism, Aviation, Marine, and Organized Crime Control. The NYPD purchases a variety of goods, including office supplies, arms and ammunition, body cameras, helicopters, and marine vessels. NYPD also procures services to meet IT needs related to mission critical software applications, as well as construction-related projects to maintain and enhance NYPD precincts and facilities. (See highlight page 2)

Table IV-34: **NYPD Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	23	$33,790,000
Amendment Extension	10	$1,905,700
Competitive Sealed Bid	16	$92,232,500
Construction Change Order	3	$121,000
Design Change Order	1	$20,000
Emergency	4	$515,100
Intergovernmental	113	$27,376,300
Line-Item Appropriation	1	$350,000
Micropurchase	3,000	$16,023,500
Negotiated Acquisition	7	$29,501,500
Renewal	9	$26,101,400
Small Purchase	174	$9,601,900
Sole Source	1	$442,500
Task Order	13	$16,933,200
NYPD Total	**3,375**	**$254,914,600**

Table IV-35: **NYPD Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	6	$635,800
Construction Services	27	$80,195,800
Goods	2,560	$63,718,900
Human Services	3	$359,900
Professional Services	106	$60,157,600
Standardized Services	673	$49,846,600
NYPD Total	**3,375**	**$254,914,600**

Table IV-36: **NYPD Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	2	($899,100)
> $0 and ≤ $100 thousand	3,307	$29,147,500
> $100 thousand and ≤ $1 million	43	$14,893,300
> $1 million and ≤ $3 million	9	$17,357,800
> $3 million and ≤ $25 million	11	$93,457,300
> $25 million	3	$100,957,800
NYPD Total	**3,375**	**$254,914,600**

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 and the OATH Trials Division. The OATH Hearings Division is responsible for holding hearings on summonses that are issued by the City's various enforcement agencies for alleged violations of City rules and regulations. The OATH Trials Division conducts trials on more complex administrative matters, such as civil servant disciplinary cases, contract disputes, zoning issues, car seizures by the police, and human rights and discrimination cases. OATH also offers resources and training for City and State administrative law judges and hearing officers through its Administrative Judicial Institute and provides free mediation and conflict resolution services to all City agencies and their employees through its Center for Creative Conflict Resolution. The OATH procurement unit supports OATH in its mission to conduct fair and impartial proceedings.

Table IV-37: **OATH Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	11	$792,700
Amendment Extension	13	$1,695,700
Micropurchase	94	$290,900
Required Source or Procurement Method	3	$100,400
Small Purchase	1	$62,900
Task Order	6	$223,500
OATH Total	**128**	**$3,166,100**

Table IV-38: **OATH Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	25	$126,800
Professional Services	27	$1,150,000
Standardized Services	76	$1,889,300
OATH Total	**128**	**$3,166,100**

Table IV-39: **OATH Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	1	($221,700)
> $0 and ≤ $100 thousand	119	$1,479,000
> $100 thousand and ≤ $1 million	8	$1,908,800
OATH Total	**128**	**$3,166,100**

NEW YORK CITY EMERGENCY MANAGEMENT

The mission of NYCEM 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. The NYCEM procurement unit is responsible for procuring goods and services to support the agency functions and citywide initiatives. A description of NYCEM's Know Your Zone emergency preparedness campaign is on page 30.

Table IV-40: **NYCEM Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	1	$100
Amendment Extension	1	$30,600
Construction Change Order	1	$9,700
Intergovernmental	8	$468,000
Micropurchase	231	$1,271,700
Negotiated Acquisition	2	$1,672,500
Negotiated Acquisition Extension	1	$10,511,400
Renewal	2	$775,000
Required Source or Procurement Method	2	$73,300
Small Purchase	15	$883,600
Sole Source	1	$500,000
NYCEM Total	**265**	**$16,195,900**

Table IV-41: **NYCEM Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	$9,700
Goods	99	$1,072,300
Human Services	1	$19,500
Professional Services	22	$2,907,400
Standardized Services	142	$12,187,000
NYCEM Total	**265**	**$16,195,900**

Table IV-42: **NYCEM Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	1	$0
> $0 and ≤ $100 thousand	257	$2,586,800
> $100 thousand and ≤ $1 million	5	$1,597,500
> $1 million and ≤ $3 million	1	$1,500,000
> $3 million and ≤ $25 million	1	$10,511,600
NYCEM Total	**265**	**$16,195,900**

TAXI AND LIMOUSINE COMMISSION

TLC is the agency responsible for licensing and regulating New York City's medallion taxicabs, for-hire vehicles, commuter vans, paratransit vehicles, and certain luxury limousines. TLC licenses and regulates more than 50,000 vehicles and approximately 100,000 drivers, and performs safety and emissions inspections of the 13,587 medallion taxicabs three times each year, as well as biennial inspections of all TLC-licensed For-Hire vehicles, making it the most active taxi and limousine licensing regulatory agency in the United States. TLC procurements include inspection and maintenance services for their cars, and accessible taxi dispatch services.

Table IV-43: **TLC Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	3	$1,007,400
Amendment Extension	2	$724,000
Intergovernmental	1	$99,300
Micropurchase	232	$1,387,500
Negotiated Acquisition Extension	1	$833,300
Renewal	1	$181,700
Request for Proposal	1	$5,993,100
Small Purchase	4	$242,600
TLC Total	**245**	**$10,468,900**

Table IV-44: **TLC Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	3	$5,900
Goods	2	$2,700
Professional Services	23	$1,846,000
Standardized Services	217	$8,614,300
TLC Total	**245**	**$10,468,900**

Table IV-45: **TLC Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	238	$1,734,600
> $100 thousand and ≤ $1 million	6	$2,741,100
> $3 million and ≤ $25 million	1	$5,993,200
TLC Total	**245**	**$10,468,900**

KELLY PLAYGROUND

In Fiscal 2016, the Department of Parks and Recreation (DPR) registered a $2.6 million contract with J.R. Group of New York to develop a skate park and renovate the amphitheater and basketball courts at Kelly Playground in the Longwood neighborhood of the Bronx. Kelly Playground is well used by many of the Longwood residents, including six local schools and numerous nearby families. It has been at the center of community activism, cultural programming, and neighborhood organized events. From Latin jazz concerts, to tending the two gardens set up by and for Longwood residents, Kelly Playground is an important community space.

DPR will improve Kelly Playground by adding a concrete gaming table, steel bleachers, bike racks to promote sustainable transportation, pipe rails for the skate park, and new basketball backstops. DPR will build the amphitheater (including benches), install new security lighting, and plant new vegetation. DPR will also renovate curbs, ramps, and handrails and create an accessible drinking fountain to increase wheelchair accessibility. After the planned renovations are completed over the next two years, DPR expects the usage of Kelly Playground to double.

V. Agency Indicators: Construction

The City manages a diverse portfolio of construction projects to build, rehabilitate, and renovate City buildings and infrastructure. Construction agencies make sure the City has safe roads, clean water, affordable housing, and accessible public spaces, all while paying close attention to quality design and environmental impact.

The City's construction agencies, which are featured in this section, include: 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).

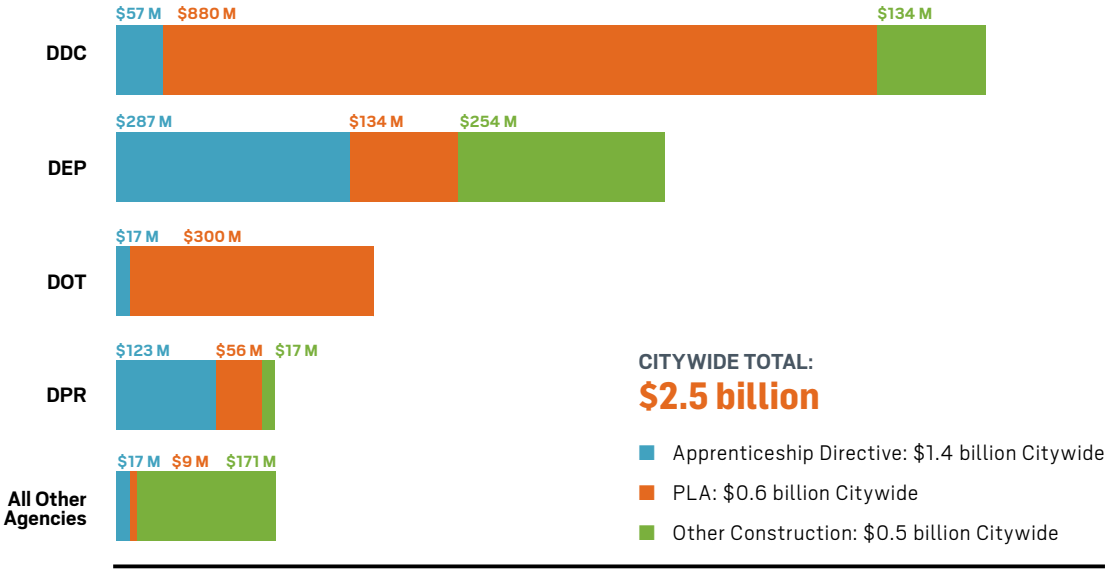
In Fiscal 2016, these five agencies registered more than 17,961 contract awards, cumulatively valued at almost $4.2 billion. These contracts are primarily for construction services, 60% by value, though these agencies procured contracts in other industries including for professional services (13%), and standardized services (14%).

In addition to agency specific indicators, this section presents citywide indicators specific to construction contracts. These include metrics associated with apprenticeship requirements, change orders, and Project Labor Agreements (PLA).

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-I details the amount of construction contracts registered by all City agencies.

Chart V-1: **Newly Registered Construction—Fiscal 2016**



Apprenticeship Program Directive and Project Labor Agreements

MOCS oversees City agency compliance with the requirement that certain construction and construction-related maintenance contractors have apprenticeship agreements with programs registered with and approved by the New York State Department of Labor. This requirement expands the pool of work available to graduates of state approved apprenticeship programs, provides ready sources of trained workers to City construction contracts, reduces turnover, and provides clear pathways to stable careers in the construction industry. 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.[13] New construction contracts with apprenticeship requirements represented 56% of total construction contracts registered in Fiscal 2016.

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, such as labor strikes which are prohibited by PLAs. 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 prior to award of the project.[14]

The majority of new construction contracts (79%) provided access to apprenticeship programs according to the Apprenticeship Program Directive or PLA requirements.

Table V-1: **Newly Registered Construction: Apprenticeship and PLA—Fiscal 2016**

AGENCY	TOTAL CONSTRUCTION		APPRENTICESHIP			PROJECT LABOR AGREEMENT (PLA)		
	COUNT	CONTRACT VALUE	COUNT	CONTRACT VALUE	% OF NEW CONSTRUCTION	COUNT	CONTRACT VALUE	% OF NEW CONSTRUCTION
DCAS	5	$9,676,400	0	$0	0%	1	$9,000,000	93%
DDC	147	$1,071,160,800	73	$879,656,800	82%	29	$134,140,300	13%
DEP	32	$675,487,100	13	$134,379,100	20%	12	$254,110,500	38%
DHS	6	$73,700	0	$0	0%	0	$0	0%
DOC	1	$73,072,100	0	$0	0%	9	$73,052,100	100%
DOT	27	$316,823,500	19	$299,940,500	95%	0	$0	0%
DPR	101	$197,630,300	8	$52,948,000	27%	16	$18,796,400	10%
DSNY	5	$1,841,300	1	$392,000	21%	4	$1,188,000	65%
FDNY	4	$10,997,800	0	$0	0%	1	$8,564,600	78%
HPD	8,697	$19,766,100	17	$6,858,800	35%	0	$0	0%
NYPD	16	$80,074,700	1	$605,000	1%	8	$79,153,300	99%
All Other Construction	46	$ 2,403,300	1	$900,000	37%	0	$0	0%
Citywide Construction	**9,087**	**$2,459,007,100**	**133**	**$1,375,680,200**	**56%**	**80**	**$578,005,200**	**24%**

[13] MOCS Apprenticeship Program Directive (May 21, 2015).

[14] Some standardized service contracts are subject to PLAs. Examples from Fiscal 2016 include citywide plumbing and HVAC contracts.

Change Orders: Cycle Time and Volume

Change orders are agency-authorized, written documents that allow for modifications of a contract while the contract is being performed. Change orders are used to adjust the value of the contract or the time for performance, and they are classified as either construction change orders or design change orders, depending on the subject matter of a particular change order. Change orders allow the vendor to complete work included in the scope of the contract. They also allow the agency to make non-material changes to the scope, such as accounting for site conditions that were unknown at the time of contracting.

Table V-2: **Construction Change Orders (CCO) Processing—Fiscal 2016**

AGENCY	COUNT	ORIGINAL CONTRACT VALUE	CCO CONTRACT VALUE	CCOS AS A % OF CONTRACTS		PROCESSING TIME (DAYS)	
				FISCAL 2016	FISCAL 2015	FISCAL 2016	FISCAL 2015
DCAS	170	$97,467,100	$10,073,800	10%	7%	57	60
DDC	1,093	$3,838,676,700	$249,703,900	7%	4%	70	65
DEP	297	$4,613,973,400	$71,499,400	2%	0%	222	171
DPR	137	$204,071,800	$10,673,000	5%	10%	58	81
DSNY	54	$444,706,800	$3,627,500	1%	1%	54	74
All Others	88	$2,044,582,400	$160,248,600	8%	53%	51	64
Total	**1,839**	**$11,243,478,200**	**$505,826,200**	**4%**	**2%**	**90**	**87**

NOTES:
1. *In Fiscal 2015, DOT was not included in "All Others." DOT is included in "All Others" section in FY2016.*
2. *For NYCEM: The change order was not sent to the Comptroller's office for registration. NYCEM processed the change order as an in house registration on 9/21/2015 and is not included in cycle time numbers.*

Table V-3: **Design Change Orders (DCO) Processing—Fiscal 2016**

AGENCY	COUNT	ORIGINAL CONTRACT VALUE	DCO CONTRACT VALUE	DCOS AS A % OF CONTRACTS		PROCESSING TIME (DAYS)	
				FISCAL 2016	FISCAL 2015	FISCAL 2016	FISCAL 2015
DDC*	168	$288,899,300	$45,161,000	16%	15%	80	46
DEP	41	$542,749,000	$52,667,300	10%	14%	201	243
DOT	15	$95,369,400	$19,264,600	20%	19%	40	40
DPR	36	$22,361,600	$4,190,200	19%	18%	78	90
All Others	6	$30,815,200	$3,320,200	11%	25%	16	72
Total	**266**	**$980,194,500**	**$124,603,300**	**13%**	**15%**	**88**	**93**

NOTE: DDC considers increases to child contracts to be supplemental task orders and registers them within the contract maximum amount, and therefore does not consider them to be change orders. Because of this designation by DDC, eight Construction Change Orders totaling $4.7 million and 112 Design Change Orders totaling $20.3 million were excluded.

DEPARTMENT OF DESIGN AND CONSTRUCTION

DDC designs and builds sustainable and resilient public buildings and infrastructure for New York City. DDC provides the City's diverse neighborhoods with municipal buildings such as museums, libraries, firehouses and police precincts, and with water and sewer mains, roadways, and plazas. DDC works collaboratively to serve the built environment needs of other City agencies, ensuring that projects are built safely and efficiently. DDC is also actively engaged in academic consortium contracts to support the City's Town + Gown Program, which includes colleges such as Research Foundation of the State of New York, Cooper Union and Drexel University. DDC's expertise ranges from administering design consultant and construction management services to managing day-to-day construction operations.

Table V-4: **DDC Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	37	$22,328,700
Amendment Extension	3	$1,190,700
Assignment	2	$2,160,300
Competitive Sealed Bid	126	$1,052,406,900
Construction Change Order	1,156	$233,880,400
Design Change Order	179	$43,935,500
Emergency	3	$14,163,300
Intergovernmental	9	$468,700
Line-Item Appropriation	36	$15,337,700
Micropurchase	42	$450,300
Renewal	5	$5,750,000
Request for Proposal	16	$75,169,300
Small Purchase	32	$1,680,700
Task Order	166	$206,655,600
DDC Total	**1,812**	**$1,675,578,100**

Table V-5: **DDC Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	219	$134,836,900
Construction Services	1,332	$1,305,041,100
Goods	47	$12,729,600
Human Services	1	$20,000
Professional Services	178	$186,995,600
Standardized Services	35	$35,954,900
DDC Total	**1,812**	**$1,675,578,100**

Table V-6: **DDC Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	77	($18,082,200)
> $0 and ≤ $100 thousand	1,161	$30,072,300
> $100 thousand and ≤ $1 million	336	$121,711,000
> $1 million and ≤ $3 million	117	$224,686,300
> $3 million and ≤ $25 million	112	$931,818,200
> $25 million	9	$385,372,500
DDC Total	**1,812**	**$1,675,578,100**

DEPARTMENT OF ENVIRONMENTAL PROTECTION

DEP is responsible for managing and conserving the water supply for more than 8.5 million people in New York City and 1 million upstate New Yorkers. DEP distributes more than one billion gallons of clean drinking water 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, which includes new water tunnels from upstate reservoirs and new treatment plants. DEP is also responsible for reducing air, noise, and hazardous materials pollution. DEP is unique because it is the only Construction agency that does work in upstate New York, serving more than 70 upstate communities in counties such as Ulster, Orange, Putnam and Westchester. DEP performs an essential service for all residents, by protecting their health and the environment.

Table V-7: **DEP Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	52	$20,039,100
Amendment Extension	19	$2,921,400
Competitive Sealed Bid	63	$598,210,600
Construction Change Order	368	$23,252,100
Design Change Order	54	$44,527,000
Emergency	2	$3,160,000
Government-to-Government Purchase	11	$20,761,100
Intergovernmental	67	$4,665,300
Micropurchase	1,355	$12,018,600
Negotiated Acquisition	1	$84,200
Renewal	49	$331,954,500
Request for Proposal	29	$272,571,100
Required Source or Procurement Method	1	$49,900
Small Purchase	88	$6,317,100
Sole Source	4	$27,157,900
Task Order	3	$684,800
DEP Total	**2,166**	**$1,368,374,700**

Table V-8: **DEP Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	65	$157,832,300
Construction Services	412	$698,739,200
Goods	427	$33,016,500
Human Services	1	$5,000
Professional Services	101	$215,214,000
Standardized Services	1,160	$263,567,700
DEP Total	**2,166**	**$1,368,374,700**

Table V-9: **DEP Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	91	($57,024,700)
> $0 and ≤ $100 thousand	1,720	$28,999,200
> $100 thousand and ≤ $1 million	228	$86,447,500
> $1 million and ≤ $3 million	56	$104,223,300
> $3 million and ≤ $25 million	53	$457,557,100
> $25 million	18	$748,172,300
DEP Total	**2,166**	**$1,368,374,700**

DEPARTMENT OF HOUSING PRESERVATION AND DEVELOPMENT

HPD is the largest municipal housing improvement agency in the United States, developing and preserving affordable 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, and provides temporary shelter and case management services to these displaced households. In Fiscal 2016, HPD spent $6.9 million in human services procurements, about 6% of their procurement portfolio. Some of these services include housing preservation efforts to provide counseling and outreach services to homeowners at risk of foreclosure.

Table V-10: **HPD Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	8	($2,783,100)
Amendment Extension	17	$1,071,800
Competitive Sealed Bid	5	$929,400
Construction Change Order	14	$352,900
Emergency	44	$8,217,500
Government-to-Government Purchase	1	$9,818,000
Intergovernmental	3	$116,300
Line-Item Appropriation	112	$10,358,800
Micropurchase	9,787	$10,720,100
Negotiated Acquisition	1	$55,000,000
Negotiated Acquisition Extension	23	$1,820,500
Renewal	8	$4,604,700
Request for Proposal	3	$1,354,000
Required Source or Procurement Method	1	$1,363,100
Small Purchase	39	$2,103,900
Sole Source	1	$90,000
Task Order	44	$7,224,000
HPD Total	**10,111**	**$112,361,900**

Table V-11: **HPD Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	8,711	$20,119,100
Goods	299	$2,055,500
Human Services	88	$6,879,300
Professional Services	143	$18,444,400
Standardized Services	870	$64,863,600
HPD Total	**10,111**	**$112,361,900**

Table V-12: **HPD Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	6	($3,884,200)
> $0 and ≤ $100 thousand	10,015	$20,604,600
> $100 thousand and ≤ $1 million	83	$22,341,900
> $1 million and ≤ $3 million	5	$8,481,600
> $3 million and ≤ $25 million	1	$9,818,000
> $25 million	1	$55,000,000
HPD Total	**10,111**	**$112,361,900**

DEPARTMENT OF PARKS AND RECREATION

DPR is the City agency responsible for the protection and care of more than 5,000 individual public parks on over 29,000 acres. These range from large-scale properties like Central Park and Coney Island Beach, to small community gardens. DPR also maintains the public space including 1,000 playgrounds, 67 public pools, and more than 800 athletic fields available to all New Yorkers citywide. DPR is also responsible for the care and maintenance of street and park trees, including more than 1 million new trees planted to date as part of the MillionTreesNYC initiative. (See Kelley Park highlight at the beginning of this section.)

Table V-13: **DPR Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	36	$1,048,400
Amendment Extension	4	$593,200
Assignment	1	$1,476,000
Competitive Sealed Bid	111	$210,005,300
Construction Change Order	302	($11,152,000)
Design Change Order	42	$2,117,800
Government-to-Government Purchase	11	$19,261,200
Intergovernmental	12	$1,140,300
Line-Item Appropriation	79	$2,046,600
Micropurchase	1,987	$8,710,900
Negotiated Acquisition	3	$295,000
Renewal	13	$3,374,800
Required Source or Procurement Method	3	$68,000
Small Purchase	105	$5,141,600
Sole Source	4	$10,469,100
Task Order	87	$27,770,300
DPR Total	**2,800**	**$282,366,500**

Table V-14: **DPR Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	83	$22,062,400
Construction Services	419	$186,478,300
Goods	1,566	$8,852,100
Human Services	80	$1,576,400
Professional Services	85	$35,462,700
Standardized Services	567	$27,934,600
DPR Total	**2,800**	**$282,366,500**

Table V-15: **DPR Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	185	($26,144,600)
> $0 and ≤ $100 thousand	2,374	$21,768,500
> $100 thousand and ≤ $1 million	162	$62,666,300
> $1 million and ≤ $3 million	61	$104,387,600
> $3 million and ≤ $25 million	18	$119,688,700
DPR Total	**2,800**	**$282,366,500**

DEPARTMENT OF TRANSPORTATION

DOT provides safe and efficient movement of people and goods in the City. DOT's work improves traffic mobility, reduces congestion throughout the City, and rehabilitates and maintains the City's transportation infrastructure including bridges, tunnels, streets, sidewalks, and highways. DOT also encourages the use of mass transit and sustainable transportation, and conducts traffic safety programs, such as the Vision Zero Action Plan (Vision Zero). Vision Zero is DOT's initiative for ending traffic deaths and injuries on City streets. In support of Vision Zero, in Fiscal 2016 DOT registered a contract for traffic signal safety projects, valued at $19.8 million to Hellman Electric Corp. The purpose of the work performed under this contract is to increase pedestrian and motorist safety and to mitigate litigation costs for the City. This contract will be achieved by reconfiguring existing intersections in conjunction with Safety Improvement Projects. Overall, DOT's work maintains and enhances the transportation infrastructure crucial to the City's economic vitality and quality of life for all City residents.

Table V-16: **DOT Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	50	$34,933,300
Amendment Extension	21	$7,898,300
Competitive Sealed Bid	42	$430,710,400
Construction Change Order	67	$60,616,600
Design Change Order	16	$17,847,400
Emergency	2	$51,865,200
Government-to-Government Purchase	1	$150,000
Intergovernmental	9	$1,464,700
Micropurchase	513	$5,028,700
Negotiated Acquisition	1	$3,661,900
Renewal	15	$36,742,900
Request for Proposal	19	$137,094,100
Required Source or Procurement Method	2	$8,886,000
Small Purchase	113	$7,031,800
Task Order	31	$5,460,500
DOT Total	**902**	**$809,391,800**

Table V-17: **DOT Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	25	$75,965,400
Construction Services	94	$377,440,100
Goods	320	$13,085,400
Human Services	17	$96,500
Professional Services	104	$118,120,600
Standardized Services	342	$224,683,800
DOT Total	**902**	**$809,391,800**

Table V-18: **DOT Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	6	($5,569,900)
> $0 and ≤ $100 thousand	705	$15,627,300
> $100 thousand and ≤ $1 million	86	$32,372,600
> $1 million and ≤ $3 million	46	$85,774,800
> $3 million and ≤ $25 million	56	$526,868,600
> $25 million	3	$154,318,400
DOT Total	**902**	**$809,391,800**

PROCUREMENT HIGHLIGHT

The Work, Learn & Grow Employment Program is a six-month employment services procurement for in-school youth, aged 14 through 24. Modeled after the Summer Youth Employment Program, 14 and 15 year-olds are provided with an opportunity to participate in an intensive career awareness exploration; which includes work readiness activities. Youth 16 to 24 are placed in subsidized employment work sites throughout New York City; such as this one with Groundswell, an opportunity targeted toward participants with an interest in both art and community service.

Paul Margolis/DYCD

VI. Agency Indicators: Human Services

Human services agencies support community well-being and provide essential services for families in every borough. By providing a safe, nurturing environment for youth to develop; building housing opportunities for single adults and families; strengthening economic growth for the unemployed and underemployed; developing supportive initiatives for the elderly, mentally and/or physically disabled; and deploying creative strategies to dramatically reduce both crime and repeat prison sentences; New York City invests in its residents to ensure our City remains vibrant and diverse.

The following eight City agencies featured in this section—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)—support this investment daily. These agencies serve the most vulnerable New Yorkers, and are dedicated to providing effective social supports, quality health care, and embedded community services for all New Yorkers. Mayor de Blasio's initiatives to increase access to after school programs, offer universal pre-kindergarten, reduce homelessness, and improve access to mental health services are integral to these agencies' missions.

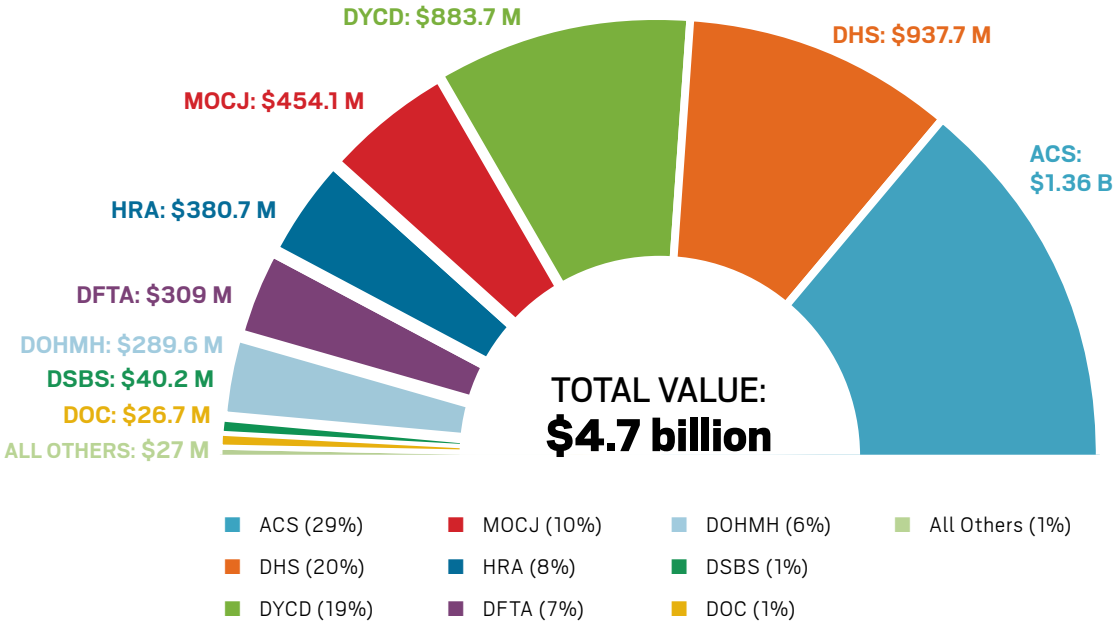
In Fiscal 2016, these eight agencies registered 8,214 contract actions, cumulatively valued at $4.7 billion. These contracts are primarily for human services, 95% by value, though these agencies procured contracts in other industries including professional services (3%), and standardized services (2%).

In addition to agency specific indicators, the following pages present citywide indicators specific to human services contracts. These include metrics associated with 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 also registered human services contracts. Human service procurements by value increased by more than 100% in Fiscal 2016 compared to Fiscal 2015, proof of the City's commitment to continue providing essential Human Services to its residents.

Chart VI-1: **Human Service Procurements—Fiscal 2016**



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. Contract actions to amend EarlyLearn Services were registered during Fiscal 2016 with a total value of $34.8 million. These amendments provided much needed increases in teacher salaries and also implemented the extended day Universal Pre-Kindergarten program services. EarlyLearn Services offers Child Care and Head Start programming in safe, clean and high quality settings that provide social and intellectual development; preparing children for kindergarten today and a successful future tomorrow.

Table VI-1: **ACS Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	561	$197,320,900
Amendment Extension	23	$8,103,800
Assignment	1	$1,248,900
Competitive Sealed Bid	1	$321,300
Emergency	5	$5,809,900
Government-to-Government Purchase	2	$5,128,900
Innovative	4	$6,105,200
Intergovernmental	7	$615,600
Line-Item Appropriation	35	$10,697,200
Micropurchase	775	$7,075,000
Negotiated Acquisition	8	$90,667,200
Negotiated Acquisition Extension	14	$14,144,300
Renewal	115	$1,019,718,100
Request for Proposal	26	$60,316,300
Required Source or Procurement Method	8	$17,066,800
Small Purchase	83	$6,188,500
Task Order	40	$4,047,200
ACS Total	**1,708**	**$1,454,575,100**

Table VI-2: **ACS Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	18	$3,583,900
Construction Services	6	$309,900
Goods	348	$4,462,200
Human Services	763	$1,363,081,900
Professional Services	173	$57,630,900
Standardized Services	400	$25,506,300
ACS Total	**1,708**	**$1,454,575,100**

Table VI-3: **ACS Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	40	($95,343,800)
> $0 and ≤ $100 thousand	1,196	$26,236,500
> $100 thousand and ≤ $1 million	288	$100,823,700
> $1 million and ≤ $3 million	67	$120,537,300
> $3 million and ≤ $25 million	108	$883,222,300
> $25 million	9	$419,099,100
ACS Total	**1,708**	**$1,454,575,100**

DEPARTMENT FOR THE AGING

DFTA works for the empowerment, independence, dignity, and improved quality of life of New York City's diverse older adults and supports their families through advocacy, education, and coordinated delivery of services. 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. Funds are also awarded to community-based and citywide organizations to provide locations throughout the five boroughs for seniors to socialize and access services. Renewals registered in Fiscal 2016 ensure continued service for New York City seniors.

Table VI-4: **DFTA Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	932	$45,970,500
Amendment Extension	17	$4,412,800
Assignment	1	$327,200
Intergovernmental	2	$49,900
Line-Item Appropriation	295	$14,672,100
Micropurchase	198	$1,347,100
Negotiated Acquisition Extension	81	$87,690,900
Renewal	101	$111,679,400
Request for Proposal	15	$41,574,000
Required Source or Procurement Method	11	$4,456,800
Small Purchase	6	$524,900
Task Order	7	$241,000
DFTA Total	**1,666**	**$312,946,600**

Table VI-5: **DFTA Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Goods	23	$129,300
Human Services	1,460	$309,006,200
Professional Services	26	$931,500
Standardized Services	157	$2,879,600
DFTA Total	**1,666**	**$312,946,600**

Table VI-6: **DFTA Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	1	($25,000)
> $0 and ≤ $100 thousand	1,315	$26,959,400
> $100 thousand and ≤ $1 million	242	$93,434,500
> $1 million and ≤ $3 million	97	$153,205,900
> $3 million and ≤ $25 million	11	$39,371,800
DFTA Total	**1,666**	**$312,946,600**

DEPARTMENT OF HEALTH AND MENTAL HYGIENE

DOHMH works to protect and promote the health and well-being of New Yorkers, and to promote health equity and racial justice. DOHMH provides limited direct health services, increases access to services for clients with mental health needs, and carries out health inspections citywide. DOHMH is charged with protecting public safety in immediate response to emergent public health threats. Additionally, DOHMH develops and implements health education campaigns to educate and encourage New Yorkers to implement best health practices. Many of these programs are implemented through procurement.

Table VI-7: **DOHMH Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	99	($4,004,800)
Amendment Extension	56	$13,172,500
Assignment	1	$15,999,500
Competitive Sealed Bid	1	$4,763,100
Demonstration Project	3	$9,975,900
Emergency	2	$100,000
Government-to-Government Purchase	2	$19,528,700
Innovative	1	$250,500
Intergovernmental	23	$7,261,500
Line-Item Appropriation	207	$16,694,900
Micropurchase	1,410	$10,368,700
Negotiated Acquisition	7	$27,316,800
Negotiated Acquisition Extension	3	$2,043,000
Renewal	92	$170,890,500
Request for Proposal	17	$36,568,200
Required Source or Procurement Method	17	$32,210,600
Small Purchase	87	$6,182,900
Sole Source	7	$602,900
Task Order	54	$4,893,000
DOHMH Total	**2,089**	**$374,818,400**

Table VI-8: **DOHMH Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	4	$219,800
Construction Services	7	$1,050,200
Goods	993	$12,525,500
Human Services	403	$289,642,700
Professional Services	280	$51,562,900
Standardized Services	402	$19,817,300
DOHMH Total	**2,089**	**$374,818,400**

Table VI-9: **DOHMH Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	16	($21,494,000)
> $0 and ≤ $100 thousand	1,845	$30,748,700
> $100 thousand and ≤ $1 million	122	$45,525,500
> $1 million and ≤ $3 million	73	$118,808,800
> $3 million and ≤ $25 million	33	$201,229,400
DOHMH Total	**2,089**	**$374,818,400**

DEPARTMENT OF HOMELESS SERVICES

DHS works to prevent homelessness and provide emergency housing for all New Yorkers. DHS coordinates with agencies and contracts with nonprofit providers to connect their clients to services and benefits and assist with the transition from emergency shelter into permanent housing.

Table VI-10: **DHS Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	107	$55,196,100
Amendment Extension	26	$74,243,800
Emergency	14	$41,107,200
Government-to-Government Purchase	2	$175,800
Intergovernmental	3	$216,200
Line-Item Appropriation	15	$3,107,500
Micropurchase	275	$2,554,600
Negotiated Acquisition	1	$2,703,600
Negotiated Acquisition Extension	7	$23,993,700
Renewal	25	$248,083,100
Request for Proposal	19	$473,354,000
Required Source or Procurement Method	34	$40,444,900
Small Purchase	33	$1,280,400
Task Order	40	$1,864,000
DHS Total	**601**	**$968,324,900**

Table VI-11: **DHS Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	6	$73,700
Goods	103	$1,400,000
Human Services	291	$937,654,500
Professional Services	103	$9,905,400
Standardized Services	98	$19,291,300
DHS Total	**601**	**$968,324,900**

Table VI-12: **DHS Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	2	($6,984,000)
> $0 and ≤ $100 thousand	420	$7,769,100
> $100 thousand and ≤ $1 million	76	$37,823,600
> $1 million and ≤ $3 million	38	$70,819,100
> $3 million and ≤ $25 million	60	$525,775,000
> $25 million	5	$333,122,100
DHS Total	**601**	**$968,324,900**

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 in order to expand opportunities for probationers and transition out of the criminal and juvenile justice systems. DOP also connects probationers with meaningful education, employment, health services, family engagement, and civic participation opportunities.

Table VI-13: **DOP Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	26	$303,900
Amendment Extension	1	$29,000
Government-to-Government Purchase	17	$256,600
Intergovernmental	18	$1,113,000
Line-Item Appropriation	10	$1,932,200
Micropurchase	214	$685,800
Negotiated Acquisition	1	$1,050,000
Renewal	28	$12,654,800
Request for Proposal	3	$1,447,500
Required Source or Procurement Method	7	$1,458,400
Small Purchase	11	$407,800
Task Order	6	$33,900
DOP Total	**342**	**$21,372,900**

Table VI-14: **DOP Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Construction Services	1	$3,400
Goods	166	$743,700
Human Services	75	$17,890,400
Professional Services	20	$1,343,700
Standardized Services	80	$1,391,700
DOP Total	**342**	**$21,372,900**

Table VI-15: **DOP Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	297	$2,219,700
> $100 thousand and ≤ $1 million	42	$13,737,100
> $1 million and ≤ $3 million	2	$2,057,200
> $3 million and ≤ $25 million	1	$3,358,900
DOP Total	**342**	**$21,372,900**

DEPARTMENT OF YOUTH AND COMMUNITY DEVELOPMENT

DYCD invests in a network of community-based organizations and programs to alleviate the effects of poverty and provide opportunities for New Yorkers and communities to flourish. The Comprehensive After School System of New York City (COMPASS), School's Out New York City (SONYC), Beacon, and Cornerstone programs offer high quality, engaging programming for young people during the hours they are not in school. The Summer Youth Employment Program (SYEP), and NYC Ladders for Leaders provide young people with job and career opportunities outside of the school year.

City Council discretionary awards supporting youth and family services make up more than one-third of the DYCD contract volume with more than 1,000 line item contracts. These actions funded critical community programs in Fiscal 2016, such as the Work, Learn and Grow initiative. This initiative expands SYEP, which provides youth ages 14-24 with real work experience, and will run year round instead of just over the summer. Work, Learn and Grow teaches financial literacy, conflict resolution, and resume and cover letter writing. The value registered for Work Learn Grow totaled $4.2 million in Fiscal 2016.

Most of DYCD's contracts are fairly small, 91% of contracts in Fiscal 2016 were registered for less than $1 million. These small contracts represent significant community engagement with New Yorkers and provide services citywide for youth.

Table VI-16: **DYCD Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	1,763	($532,000)
Amendment Extension	85	$39,607,000
Assignment	19	$7,731,400
Innovative	1	$45,000
Intergovernmental	6	$41,100
Line-Item Appropriation	1,456	$59,365,100
Micropurchase	280	$1,377,300
Negotiated Acquisition	11	$6,033,500
Negotiated Acquisition Extension	153	$51,031,600
Renewal	278	$259,632,200
Request for Proposal	614	$463,045,200
Small Purchase	10	$300,400
Task Order	8	$4,242,300
DYCD Total	**4,684**	**$891,920,100**

Table VI-17: **DYCD Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	$20,000
Construction Services	1	$50,000
Goods	119	$1,135,500
Human Services	4,380	$883,737,600
Professional Services	18	$622,500
Standardized Services	165	$6,354,500
DYCD Total	**4,684**	**$891,920,100**

Table VI-18: **DYCD Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	130	($93,160,600)
> $0 and ≤ $100 thousand	3,181	$66,510,300
> $100 thousand and ≤ $1 million	966	$368,248,500
> $1 million and ≤ $3 million	405	$543,320,400
> $3 million and ≤ $25 million	2	$7,001,500
DYCD Total	**4,684**	**$891,920,100**

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 municipal 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 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	176	$34,694,600
Amendment Extension	21	$15,011,800
Buy-Against	1	$1,363,700
Competitive Sealed Bid	6	$24,851,700
Emergency	5	$6,349,800
Intergovernmental	54	$44,846,700
Line-Item Appropriation	87	$20,962,300
Micropurchase	365	$1,731,700
Negotiated Acquisition Extension	52	$14,644,500
Renewal	48	$245,974,600
Request for Proposal	23	$84,913,000
Required Source or Procurement Method	3	$1,039,500
Small Purchase	52	$3,175,600
Sole Source	6	$75,900
Task Order	6	$1,011,100
HRA Total	**905**	**$500,646,500**

Table VI-20: **HRA Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	1	$10,000
Construction Services	12	$550,300
Goods	352	$7,357,300
Human Services	368	$380,682,900
Professional Services	78	$55,145,700
Standardized Services	94	$56,900,300
HRA Total	**905**	**$500,646,500**

Table VI-21: **HRA Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
≤ $0	6	($5,177,900)
> $0 and ≤ $100 thousand	688	$12,982,500
> $100 thousand and ≤ $1 million	118	$47,104,900
> $1 million and ≤ $3 million	53	$87,105,100
> $3 million and ≤ $25 million	38	$236,291,500
> $25 million	2	$122,340,400
HRA Total	**905**	**$500,646,500**

MAYOR'S OFFICE OF CRIMINAL JUSTICE

MOCJ advises the Mayor and First Deputy Mayor on criminal justice policy, and is the Mayor's representative to the courts, district attorneys, public defenders, and state criminal justice agencies, among others. The office designs, deploys, and evaluates citywide strategies to drive down crime and recidivism, reduce unnecessary arrests and incarceration, and improve the criminal justice system's fairness.

Table VI-22: **MOCJ Procurement by Method—Fiscal 2016**

METHOD	COUNT	CONTRACT VALUE
Amendment	13	$3,176,500
Amendment Extension	3	$178,400
Demonstration Project	1	$1,048,700
Design Change Order	2	$348,700
Line-Item Appropriation	52	$16,330,800
Micropurchase	26	$299,200
Renewal	16	$310,231,800
Request for Proposal	32	$86,350,600
Required Source or Procurement Method	6	$2,540,300
Small Purchase	6	$523,900
Sole Source	1	$34,344,600
MOCJ Total	**158**	**$455,373,500**

Table VI-23: **MOCJ Procurement by Industry—Fiscal 2016**

INDUSTRY	COUNT	CONTRACT VALUE
Architecture/Engineering	2	$348,700
Goods	2	$20,300
Human Services	126	$454,056,300
Professional Services	8	$225,700
Standardized Services	20	$722,500
MOCJ Total	**158**	**$455,373,500**

Table VI-24: **MOCJ Procurement by Size—Fiscal 2016**

SIZE OF CONTRACT	COUNT	CONTRACT VALUE
> $0 and ≤ $100 thousand	72	$2,817,500
> $100 thousand and ≤ $1 million	50	$19,539,400
> $1 million and ≤ $3 million	16	$25,473,600
> $3 million and ≤ $25 million	16	$124,464,100
> $25 million	4	$283,078,900
MOCJ Total	**158**	**$455,373,500**

Major Legislative and Regulatory Reforms

LEGISLATIVE REFORMS

Local Law 98 of 2015: A Local Law to amend the administrative code of the city of New York, in relation to an annual report on park maintenance and capital expenditures.

This law requires DPR to provide an annual report to the Mayor and City Council on the amount spent on maintenance performed in each DPR park property and publish updated information regarding the status of capital projects in City parks on its website, codifying the existing DPR Capital Project Tracker.

Local Law 3 of 2016: A Local Law to amend the New York City Charter, in relation to requiring that community planning boards receive an annual report submitted to the mayor with regard to projected and actual jobs created and retained in connection with projects undertaken by a certain contracted entity for the purpose of the creation or retention of jobs.

This law requires EDC to submit the annual job creation report, the "Annual Investment Projects Report," to community planning boards in addition to the other City entities that already receive such reports.

Local Law 28 of 2016: A Local Law to amend the administrative code of the city of New York, in relation to requiring advertising and other materials pertaining to public events to include information regarding accessibility for people with disabilities.

This law also requires City agencies to encourage contracted entities to comply with the advertisement requirements for events hosted by such entities.

Local Law 44 of 2016: A Local Law to require a survey and study of racial, ethnic and gender diversity among the directors, officers and executive level staff members of city contractors.

This law requires SBS to produce a voluntary survey to be distributed to all prospective city contractors that would collect racial, ethnic and gender information regarding the executive boards of those companies and plans for diversity in leadership. The Mayor must also produce a report analyzing the information obtained from that survey. Notably, no agency would be able to use the information obtained in the survey as a basis for any procurement decisions.

NEW YORK CITY PROCUREMENT POLICY BOARD RULES

In Fiscal 2016, the PPB voted to adopt a number of changes to the PPB rules, which govern procurement actions for City agencies. The following changes were adopted by the PPB this year:

M/WBE Definition

PPB Rule 1-01: clarifies the definition of M/WBE as business enterprises certified as per Local Law 1 of 2013.

New York City Comptroller, Bureau of Contract Administration Address

PPB Rules 2-07, 2-08, 3-02, 3-03, 3-10, and 3-16: updates the address of the Bureau of Contract Administration's address to ensure submissions required by these rules are sent to the correct address.

Best Value

PPB Rules 3-02 and 3-03: establish requirements for implementing quantitative factors for M/WBEs when evaluative bids and proposals for awarding of contracts based on best value.

Public Notice

PPB Rule 3-02: requires that agencies email Invitation for Bids (IFBs) and Requests for Proposals (RFPs) or notices of their availability to vendors unless the CCPO approves a request to receive hard copies; requires IFBs and RFPs or notices of their availability to include the email address of an agency contact person.

Investment Services

PPB Rule 3-04: the New York City retirement systems may award investment management services contracts via a Negotiated Acquisition to those that have been providing services under the Emerging Manager Program for at least 12 months continuously.

Emergency Procurements

PPB Rule 3-06: amends the rule to reflect the requirements of Section 315 of the New York City Charter, which requires agencies to notify the New York City Council when procuring emergency goods, services, or construction of the basis for the emergency and the selection of the vendor within 15 days of contract award.

Micropurchase Threshold Increase

PPB Rule 3-08: increases the dollar amount below which procurement and award of contracts for construction can be made without competition from $20,000 to $35,000, in order to increase micropurchase awards to M/WBEs.

Extension of Time for Performance

PPB Rule 4-03: permits all services contracts and task orders under task order contracts to allow for a reasonable extension of time for the contractor to complete performance under the contract.

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 CCPO. See City Chief Procurement Officer (CCPO). 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 the 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: Capital projects are funded by a budget covering a single fiscal year and involve physical infrastructure used in support of government operations or for general public use. These projects are valued at or over $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 Bidder's 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: 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 2016 year ran from July 1, 2015 through June 30, 2016.

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 a 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 RFP 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, now part of the Mayor's Office of Contract Services, 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 PPB Rules to test any new procurement method on a limited number of procurements. Once the tested methods are evaluated, PPB determines whether to codify the new methods for future use.

Intergovernmental Purchase: A fast-track method that enables City agencies to buy goods or services using pre- existing contracts between vendors and other government agencies, 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 Administrative Code 6-109.

Modification: See amendment.

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 for most services, or up to $35,000 for construction services. 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 day to day 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, also 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 NYC 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 the certification of 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): 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 NYC Economic Development Corporation 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 & Construction
DEP	Department of Environmental Protection
DFTA	Department for the Aging
DHS	Department of Homeless Services
DOB	Department of Buildings
DOC	Department of Correction
DOE	Department of Education
DOF	Department of Finance
DOHMH	Department of Health and Mental Hygiene
DOI	Department of Investigation
DoITT	Department of Information Technology & Telecommunications
DOP	Department of Probation
DORIS	Department of Records and Information Services
DSS	Department of Social Services
DOT	Department of Transportation
DPR	Department of Parks & Recreation
DSNY	Department of Sanitation
DYCD	Department of Youth & Community Development
EDC	Economic Development Corporation
FDNY	Fire Department
HPD	Department of Housing Preservation & Development
HRA	Human Resources Administration
Law	Law Department
LPC	Landmarks Preservation Commission
MOCS	Mayor's Office of Contract Services
MOCJ	Mayor's Office of Criminal Justice
NYPD	Police Department
OATH	Office of Administrative Trials and Hearings
NYCEM	Office of Emergency Management
SBS	Department of Small Business Services
TLC	Taxi & Limousine Commission

List of Tables, Charts, and Appendices

TABLES

Table I-1: Citywide Procurement by Method—Fiscal 2016 4

Table I-2: Citywide Number of Contracts by Dollar Value—Fiscal 2016 5

Table I-3: Top 15 Contracts by Dollar Value—Fiscal 2016 6

Table I-4: Top 10 Requirements Contracts by Dollar Value—Fiscal 2016 7

Table I-5: Citywide Median Cycle Time (days) for Competitive Sealed Bids—Fiscal 2016 vs. Fiscal 2015 8

Table I-6: Discretionary Awards—Fiscal 2016 9

Table I-7: Environmentally Preferable Purchases—Fiscal 2016 10

Table I-8: Estimated Employment Impact of City Procurement—Fiscal 2016 10

Table I-9: Prime M/WBE Utilization—Fiscal 2016 12

Table I-10: M/WBE Subcontract Utilization—Fiscal 2016 13

Table I-11: Large-Scale Contract Approvals—Fiscal 2016 14

Table III-1: BIC Procurement by Method—Fiscal 2016 23

Table III-2: BIC Procurement by Industry—Fiscal 2016 23

Table III-3: BIC Procurement by Size—Fiscal 2016 23

Table III-4: DCAS Procurement by Method—Fiscal 2016 24

Table III-5: DCAS Procurement by Industry—Fiscal 2016 24

Table III-6: DCAS Procurement by Size—Fiscal 2016 25

Table III-7: DOF Procurement by Method—Fiscal 2016 25

Table III-8: DOF Procurement by Industry—Fiscal 2016 25

Table III-9: DOF Procurement by Size—Fiscal 2016 26

Table III-10: DoITT Procurement by Method—Fiscal 2016 26

Table III-11: DoITT Procurement by Industry—Fiscal 2016 26

Table III-12: DoITT Procurement by Size—Fiscal 2016 27

Table III-13: DOI Procurement by Method—Fiscal 2016 27

Table III-14: DOI Procurement by Industry—Fiscal 2016 27

Table III-15: DOI Procurement by Size—Fiscal 2016 28

Table III-16: DORIS Procurement by Method—Fiscal 2016 28

Table III-17: DORIS Procurement by Industry—Fiscal 2016 28

Table III-18: DORIS Procurement by Size—Fiscal 2016 28

Table III-19: LAW Procurement by Method—Fiscal 2016 29

Table III-20: LAW Procurement by Industry—Fiscal 2016 29

Table III-21: LAW Procurement by Size—Fiscal 2016 29

Table IV-1: CCHR Procurement by Method—Fiscal 2016 31

Table IV-2: CCHR Procurement by Industry—Fiscal 2016 31

Table IV-3: CCHR Procurement by Size—Fiscal 2016 31

Table IV-4: CCRB Procurement by Method—Fiscal 2016 32

Table IV-5: CCRB Procurement by Industry—Fiscal 2016 32

Table IV-6: CCRB Procurement by Size—Fiscal 2016 . . . 32
Table IV-7: DOB Procurement by Method—Fiscal 2016 . . . 33
Table IV-8: DOB Procurement by Industry—Fiscal 2016 . . . 33
Table IV-9: DOB Procurement by Size—Fiscal 2016 . . . 33
Table IV-10: DCP Procurement by Method—Fiscal 2016 . . . 34
Table IV-11: DCP Procurement by Industry—Fiscal 2016 . . . 34
Table IV-12: DCP Procurement by Size—Fiscal 2016 . . . 34
Table IV-13: DCA Procurement by Method—Fiscal 2016 . . . 35
Table IV-14: DCA Procurement by Industry—Fiscal 2016 . . . 35
Table IV-15: DCA Procurement by Size—Fiscal 2016 . . . 35
Table IV-16: DOC Procurement by Method—Fiscal 2016 . . . 36
Table IV-17: DOC Procurement by Industry—Fiscal 2016 . . . 36
Table IV-18: DOC Procurement by Size—Fiscal 2016 . . . 36
Table IV-19: DCLA Procurement by Method—Fiscal 2016 . . . 37
Table IV-20: DCLA Procurement by Industry—Fiscal 2016 . . . 37
Table IV-21: DCLA Procurement by Size—Fiscal 2016 . . . 37
Table IV-22: DSNY Procurement by Method—Fiscal 2016 . . . 38
Table IV-23: DSNY Procurement by Industry—Fiscal 2016 . . . 38
Table IV-24: DSNY Procurement by Size—Fiscal 2016 . . . 38
Table IV-25: SBS Procurement by Method—Fiscal 2016 . . . 39
Table IV-26: SBS Procurement by Industry—Fiscal 2016 . . . 39
Table IV-27: SBS Procurement by Size—Fiscal 2016 . . . 39
Table IV-28: FDNY Procurement by Method—Fiscal 2016 . . . 40
Table IV-29: FDNY Procurement by Industry—Fiscal 2016 . . . 40
Table IV-30: FDNY Procurement by Size—Fiscal 2016 . . . 41
Table IV-31: LPC Procurement by Method—Fiscal 2016 . . . 41
Table IV-32: LPC Procurement by Industry—Fiscal 2016 . . . 41
Table IV-33: LPC Procurement by Size—Fiscal 2016 . . . 41
Table IV-34: NYPD Procurement by Method—Fiscal 2016 . . . 42
Table IV-35: NYPD Procurement by Industry—Fiscal 2016 . . . 42
Table IV-36: NYPD Procurement by Size—Fiscal 2016 . . . 43
Table IV-37: OATH Procurement by Method—Fiscal 2016 . . . 43
Table IV-38: OATH Procurement by Industry—Fiscal 2016 . . . 43
Table IV-39: OATH Procurement by Size—Fiscal 2016 . . . 44
Table IV-40: NYCEM Procurement by Method—Fiscal 2016 . . . 44
Table IV-41: NYCEM Procurement by Industry—Fiscal 2016 . . . 44
Table IV-42: NYCEM Procurement by Size—Fiscal 2016 . . . 45
Table IV-43: TLC Procurement by Method—Fiscal 2016 . . . 45
Table IV-44: TLC Procurement by Industry—Fiscal 2016 . . . 45
Table IV-45: TLC Procurement by Size—Fiscal 2016 . . . 45
Table V-1: Newly Registered Construction: Apprenticeship and PLA—Fiscal 2016 . . . 48

Table V-2: Construction Change Orders (CCO) Processing—Fiscal 2016 49
Table V-3: Design Change Orders (DCO) Processing—Fiscal 2016. 49
Table V-4: DDC Procurement by Method—Fiscal 2016. 50
Table V-5: DDC Procurement by Industry—Fiscal 2016 50
Table V-6: DDC Procurement by Size—Fiscal 2016. 51
Table V-7: DEP Procurement by Method—Fiscal 2016 51
Table V-8: DEP Procurement by Industry—Fiscal 2016 52
Table V-9: DEP Procurement by Size—Fiscal 2016 52
Table V-10: HPD Procurement by Method—Fiscal 2016 53
Table V-11: HPD Procurement by Industry—Fiscal 2016. 53
Table V-12: HPD Procurement by Size—Fiscal 2016 54
Table V-13: DPR Procurement by Method—Fiscal 2016 54
Table V-14: DPR Procurement by Industry—Fiscal 2016 55
Table V-15: DPR Procurement by Size—Fiscal 2016 55
Table V-16: DOT Procurement by Method—Fiscal 2016 56
Table V-17: DOT Procurement by Industry—Fiscal 2016. 56
Table V-18: DOT Procurement by Size—Fiscal 2016 57
Table VI-1: ACS Procurement by Method—Fiscal 2016. 60
Table VI-2: ACS Procurement by Industry—Fiscal 2016. 60
Table VI-3: ACS Procurement by Size—Fiscal 2016 61
Table VI-4: DFTA Procurement by Method—Fiscal 2016 61
Table VI-5: DFTA Procurement by Industry—Fiscal 2016. 61
Table VI-6: DFTA Procurement by Size—Fiscal 2016 62
Table VI-7: DOHMH Procurement by Method—Fiscal 2016 62
Table VI-8: DOHMH Procurement by Industry—Fiscal 2016 63
Table VI-9: DOHMH Procurement by Size—Fiscal 2016 63
Table VI-10: DHS Procurement by Method—Fiscal 2016 63
Table VI-11: DHS Procurement by Industry—Fiscal 2016 64
Table VI-12: DHS Procurement by Size—Fiscal 2016 64
Table VI-13: DOP Procurement by Method—Fiscal 2016 64
Table VI-14: DOP Procurement by Industry—Fiscal 2016. 65
Table VI-15: DOP Procurement by Size—Fiscal 2016 65
Table VI-16: DYCD Procurement by Method—Fiscal 2016 66
Table VI-17: DYCD Procurement by Industry—Fiscal 2016. 66
Table VI-18: DYCD Procurement by Size—Fiscal 2016 67
Table VI-19: HRA Procurement by Method—Fiscal 2016 67
Table VI-20: HRA Procurement by Industry—Fiscal 2016 68
Table VI-21: HRA Procurement by Size—Fiscal 2016 68
Table VI-22: MOCJ Procurement by Method—Fiscal 2016 68
Table VI-23: MOCJ Procurement by Industry—Fiscal 2016. 69
Table VI-24: MOCJ Procurement by Size—Fiscal 2016 69

CHARTS

Chart I-1: Procurement by Industry—Fiscal 2016 . . . 3
Chart I-2: Citywide Procurement by Industry—Fiscal 2016 vs. Fiscal 2015 . . . 3
Chart I-3: Citywide Procurement Investment: Top 10 Agencies—Fiscal 2016 . . . 5
Chart I-4: Citywide Vendor Registration—Fiscal 2016 . . . 5
Chart I-5: Citywide P-Card Purchases—Fiscal 2016 . . . 8
Chart I-6: Prime Awards to M/WBEs: Top 3 Agencies—Fiscal 2016 . . . 13
Chart I-7: Subcontract Awards to M/WBEs: Top 3 Agencies—Fiscal 2016 . . . 14
Chart II-1: Vendor Performance Evaluations—Fiscal 2016 . . . 18
Chart II-2: Procurement Training Institute (PTI): Number of Trained Professionals—Fiscal 2016 . . . 18
Chart II-3: Capacity Building and Oversight Trainings: Number of Trained Professionals—Fiscal 2016 . . . 19
Chart II-4: HHS Accelerator—Fiscal 2015 vs. Fiscal 2016 . . . 20
Chart II-5: Public Hearings Held by MOCS for Contracts with the City—Fiscal 2016 . . . 21
Chart II-6: Doing Business Entities, People, and Forms—Fiscal 2008 to 2016 . . . 21
Chart V-1: Newly Registered Construction—Fiscal 2016 . . . 47
Chart VI-1: Human Services Procurements—Fiscal 2016 . . . 59

APPENDICES

Appendix A Agency Procurement By Method
Appendix B Agency Procurement By Industry
Appendix C Agency Procurement By Size of Contract
Appendix D Discretionary Awards
Appendix E Environmentally Preferable Purchasing
Appendix F Preferred Source Procurements
Appendix G Prime Contract M/WBE Utilization by Agency
Appendix H M/WBE Participation Goals
Appendix I M/WBE Subcontracting on Primes
Appendix J M/WBE Program—Large Scale Registrations
Appendix K M/WBE Waiver Requests and Determinations

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