

NYC Good Food Purchasing Program

Agency Action Plan

Administration for Children's Services (ACS)

2021 - 2023

PLAN OVERVIEW

FY19 STATUS

Baseline met: LOCAL ECONOMIES

Baseline met: NUTRITION

YEAR 1: FY21 2020-2021

GENERAL: Data Collection & Procurement Process

Work with DCAS and vendors to increase data completion.

Continue learning about GFPP best practices.

Finalize and adopt 3-year Action Plan.

LOCAL ECONOMIES

Build on Local Economies successes from past purchasing.

Plan for expanded Local Economies purchasing in next bid (FY23 contract).

Identify extra points to prioritize in future years.

ENVIRONMENTAL SUSTAINABILITY

Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).

Identify extra points to prioritize in future years.

VALUED WORKFORCE

Meet baseline requirements and expand qualifying purchasing.

Identify extra points to prioritize in future years.

ANIMAL WELFARE

Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).

Identify extra points to prioritize in future years.

NUTRITION

Protect baseline status and identify opportunities for improvement.

Maintain extra points; identify one additional extra point to pursue for maximum extra points.

YEAR 2: FY22 2021-2022

GENERAL: Data Collection & Procurement Process

Work with DCAS to increase data completion.

Continue learning about GFPP best practices and opportunities.

Update 3-year Action Plan based on FY21 assessment and/or other learnings as needed.

LOCAL ECONOMIES

Build on Local Economies successes from past purchasing.

Plan for expanded Local Economies purchasing in future bids.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ENVIRONMENTAL SUSTAINABILITY

Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

VALUED WORKFORCE

Achieve baseline

Meet baseline requirements and expand qualifying purchasing.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ANIMAL WELFARE

Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

NUTRITION

Protect baseline status and identify opportunities for improvement.

Maintain extra points; achieve one additional extra point for maximum extra points.

YEAR 3: FY23 2022-2023

GENERAL: Data Collection & Procurement Process

Work with DCAS to increase data completion.

Continue learning about GFPP best practices and opportunities.

Prepare next 3-year Action Plan: FY24-FY26.

LOCAL ECONOMIES

Build on Local Economies successes from past purchasing.

Plan for maintained or expanded Local Economies purchasing in future bids.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ENVIRONMENTAL SUSTAINABILITY

Achieve baseline

Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

VALUED WORKFORCE

Maintain baseline requirements and protect or expand qualifying purchasing.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ANIMAL WELFARE

Achieve baseline

Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

NUTRITION

Protect baseline status and identify opportunities for improvement.

Maintain maximum extra points.

KEY MILESTONES

Annual Milestones

The timelines below are generalized and may vary from year to year.

	Procurement Process	GFPP Assessment Process	Menuing Process
July	New vendor contracts begin.	CGFP and ACS begin data collection process for previous year's assessment.	Adjust menu to incorporate food items from new contracts and integrate compliance with food policy changes. Menu updates are on-going throughout the year.
August		CGFP and ACS complete data collection, CGFP continues with assessment analysis process.	
September			
October	ACS begins preparing specs for following year contract.	CGFP completes assessment and shares with agency.	
November	ACS interprets learnings from recently completed assessment to inform analysis needed, menu updates, and updated item specs.		
December	Item specs/requisitions for following year submitted to DCAS.		
January	DCAS prepares and releases bid.		
February			
March	Bids due from vendors.		
April	DCAS bid assessment.		
May	DCAS bid assessment.		
June	Bid awards are made and contracts executed.		

KEY MILESTONES (continued)

Other Key Milestones

- 18-month contract cycle under consideration

YEAR 1: FY21
2020-2021

GENERAL: Data Collection & Procurement Process

FY19 Assessment Status 0% complete data, 24% partial data

FY21 Goal Increase data completion

STRATEGY Work with DCAS and vendors to increase data completion.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Implement expanded data reporting requirements for FY22 contract.	DCAS	By June 30

STRATEGY Continue learning about GFPP best practices.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Participate in NYC inter-agency meetings for information sharing, best practices, and collaboration.	ACS	Ongoing
	Review resources made available by CGFP, including the GFPP Purchase Browser.	ACS	Ongoing

STRATEGY Finalize and adopt 3-year Action Plan.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Work with KK&P and the Center to develop and finalize this Action Plan	ACS	By June 1

LOCAL ECONOMIES

FY19 Assessment Status Baseline met (8.9% of 5%), 0 extra points

FY21 Goal Maintain baseline score

STRATEGY Build on Local Economies successes from past purchasing.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Implement NY-source requirement for items that were NY-source in past purchasing.	DCAS	By June 30
	Protect relationships/menu items with qualifying suppliers as noted on P5 of FY19 Assessment.	DCAS	By July 15
	Review KK&P "NY and Local Scoring Opportunity Scoping" memo to understand past successes and identify potential shifts within existing contracts.	ACS	By July 15

STRATEGY Plan for expanded Local Economies purchasing in next bid (FY23 contract).

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Begin considering and developing specs to expand Local Economies purchasing in next bid.	ACS	By June 30

STRATEGY Identify extra points to prioritize in future years.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review Local Economies available extra points to determine which extra points to prioritize in future years.	ACS	By June 30
	Consider opportunities for micro purchases from local and MWBE suppliers as pilot for scaled purchasing by other agencies. Consider local seafood.	ACS	By June 30

ENVIRONMENTAL SUSTAINABILITY

FY19 Assessment Status Baseline not met (0% of 15%), 1 extra point

FY21 Goal Determine strategy for pursuing baseline (spend vs. reduction).

STRATEGY Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Conduct menu and cost analysis to determine implications of spend strategy (increasing spend with qualified suppliers/items) vs. reduction strategy (4% reduction in animal products per meal). Note: Reduction strategy requires complete dataset to establish baseline.	ACS	By June 30 and ongoing
	Based on chosen strategy, begin developing specifications for new solicitations. Include specs to achieve additional baseline requirements: <ul style="list-style-type: none"> • 25% of animal products are raised without routine use of antibiotics • No seafood is rated "Avoid" by Seafood Watch 	ACS	By June 30 and ongoing

STRATEGY Identify extra points to prioritize in future years.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review Environmental Sustainability available extra points to determine which extra points to prioritize in future years.	ACS	By June 30
	Consider Meatless Mondays and conversion to compostable serviceware.	ACS	By June 30

VALUED WORKFORCE

FY19 Assessment Status Baseline not met (2.1% of 5%), 2 extra points

FY21 Goal Demonstrate progress toward baseline.

STRATEGY Meet baseline requirements and expand qualifying purchasing.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Determine if purchases with qualifying suppliers can be expanded within current constraints; expand purchasing if so.	ACS	By June 30
	Follow citywide strategy for labor violations outreach (to be led/coordinated by MOFP).	DCAS	By June 30

STRATEGY Identify extra points to prioritize in future years.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review Valued Workforce available extra points to determine which extra points to prioritize in future years.	ACS	By June 30

ANIMAL WELFARE

FY19 Assessment Status

Baseline not met (0% of 15%), 0 extra points

FY21 Goal

Determine strategy for pursuing baseline (spend vs. reduction).

STRATEGY Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Conduct menu and cost analysis to determine implications of spend strategy (increasing spend with qualified suppliers/items) vs. reduction strategy (15% reduction in animal products by spend). Note: Reduction strategy requires complete dataset to establish baseline.	ACS	By June 30 and ongoing
	Based on chosen strategy, begin developing specifications for new solicitations.	ACS	By June 30 and ongoing

STRATEGY Identify extra points to prioritize in future years.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review Animal Welfare available extra points to determine which extra points to prioritize in future years.	ACS	By June 30
	Identify high-welfare egg and/or milk source and budget strategy to accommodate; ideal if sources also qualify for Local Economies and Environmental Sustainability standards.	ACS	By June 30

NUTRITION

FY19 Assessment Status

Baseline met (90% of 51%), 4 extra points

- 22.6% whole/minimally processed
- 74.9% of meat is red/processed

FY21 Goal

Maintain baseline.

STRATEGY Protect baseline status and identify opportunities for improvement.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Identify and consider strategies for protecting and maintaining baseline status.	ACS	By June 30
	Consider strategies for increasing whole/minimally processed and reducing red/processed meat; strategies to be implemented after achieving fully complete baseline dataset.	ACS	By June 30

STRATEGY Maintain extra points; identify one additional extra point to pursue for maximum extra points.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review previously scored extra points; develop strategies as needed to protect those extra points.	ACS	By June 30
	Review additionally available Nutrition extra points to determine which extra point to prioritize and pursue in future years.	ACS	By June 30

YEAR 2: FY22
2021-2022

GENERAL: Data Collection & Procurement Process

FY22 Goal

Achieve 80% data completion

STRATEGY Work with DCAS to increase data completion.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Work with vendors to achieve improved data completion for FY21 assessment.	ACS	July - August 2021
	Continue to include data reporting requirements in FY23 bids and contracts.	DCAS	Jan. - June, 2022

STRATEGY Continue learning about GFPP best practices and opportunities.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Participate in NYC inter-agency meetings for information sharing, best practices, and collaboration.	ACS	Ongoing
	Partner with Coalition leadership to evaluate impact/success of identified initiatives/purchasing relationships.	ACS	By June 2022
	Review resources made available by CGFP.	ACS	Ongoing

STRATEGY Update 3-year Action Plan based on FY21 assessment and/or other learnings as needed.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Based on new learnings and lessons, update and refine action plan to better reflect revealed opportunities and barriers.	ACS	By February 2022

LOCAL ECONOMIES

FY22 Goal Maintain baseline score;
Achieve 3% MWBE spend

STRATEGY Build on Local Economies successes from past purchasing.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review successes from FY21 assessment; identify strategies for protecting and expanding Local Economies purchasing.	ACS	By December 2021
	Protect relationships/menu items with qualifying suppliers.	DCAS	Ongoing

STRATEGY Plan for expanded Local Economies purchasing in future bids.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Continue to consider and develop specs to expand Local Economies purchasing in FY23 contract (bid released early 2022).	ACS	By December 2021
	Begin to identify and consider potential improvements for FY24 contract (specs submitted to DCAS late 2022).	ACS	By June 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Develop and implement strategies to pursue extra points identified for priority.	ACS	By June 2022
	Expand micro purchases from local and MWBE suppliers; report out to other agencies.	ACS	By June 2022

ENVIRONMENTAL SUSTAINABILITY

FY22 Goal

Demonstrate progress toward baseline;
Stretch goal: 5% Qualifying Spend, 25% RWRAU

STRATEGY Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	ACS	By December 2021
	Continue developing and finalize specifications for new solicitations. Include specs to achieve additional baseline requirements: <ul style="list-style-type: none"> • 25% of animal products are raised without routine use of antibiotics • No seafood is rated "Avoid" by Seafood Watch 	ACS	By December 2021

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Develop and implement strategies to pursue extra points identified for priority.	ACS	By June 2022

VALUED WORKFORCE

FY22 Goal

Achieve baseline.

STRATEGY Meet baseline requirements and expand qualifying purchasing.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Determine if purchases with qualifying suppliers can be expanded within current constraints; expand purchasing if so.	ACS	By June 2022
	Follow citywide strategy for labor violations outreach (to be led/coordinated by MOFP).	DCAS	By June 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Develop and implement strategies to pursue extra points identified for priority.	ACS	By June 2022

ANIMAL WELFARE

FY22 Goal

Demonstrate progress toward baseline;
Stretch goal: 5% Qualifying Spend

STRATEGY Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	ACS	By December 2021
	Continue developing and finalize specifications for new solicitations.	ACS	By December 2021

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Develop and implement strategies to pursue extra points identified for priority.	ACS	By June 2022

NUTRITION

FY22 Goal

Maintain baseline;
Stretch goal: 33% Whole/Minimally Processed,
50% Red/Processed Meat

STRATEGY Protect baseline status and identify opportunities for improvement.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Identify and consider strategies for protecting and maintaining baseline status.	ACS	By December 2021
	If full baseline dataset has been achieved, implement strategies for increasing whole/minimally processed and reducing red/processed meat.	ACS	By December 2021

STRATEGY Maintain extra points; achieve one additional extra point for maximum extra points.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review previously scored extra points; develop strategies as needed to protect those extra points.	ACS	By December 2021
	Pursue additional extra point to achieve maximum extra points in Nutrition category.	ACS	By June 2022

YEAR 3: FY23
2022-2023

GENERAL: Data Collection & Procurement Process

FY23 Goal

Achieve 100% data completion

STRATEGY Work with DCAS to increase data completion.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Work with vendors to achieve improved data completion for FY22 assessment.	ACS	July – August 2022
	Continue to include data reporting requirements in FY24 bids and contracts.	DCAS	January – June, 2023

STRATEGY Continue learning about GFPP best practices and opportunities.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Participate in NYC inter-agency meetings for information sharing, best practices, and collaboration.	ACS	Ongoing
	If indicated, partner with coalition to capture case studies or best practices to scale micropurchasing over time.	ACS	By June 2023
	Review resources made available by CGFP.	ACS	Ongoing

STRATEGY Prepare next 3-year Action Plan: FY24-FY26.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Work with available resources to develop next 3-year Action Plan informed by learnings of this Action Plan.	ACS	By June 2023
	Review citywide goals (e.g. 10-year plan and citywide GFPP goals) to ensure alignment.	ACS	By June 2023

LOCAL ECONOMIES

FY23 Goal

Maintain baseline score
 Maintain or expand 3% MWBE spend

STRATEGY Build on Local Economies successes from past purchasing.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review successes from FY22 assessment; identify strategies for protecting and expanding Local Economies purchasing.	ACS	By December 2022
	Protect relationships/menu items with qualifying suppliers.	DCAS	Ongoing

STRATEGY Plan for maintained or expanded Local Economies purchasing in future bids.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Continue to consider and develop specs to expand Local Economies purchasing in FY24 contract (bid released early 2023).	ACS	By December 2022
	Begin to identify and consider potential improvements for FY25 contract (specs submitted to DCAS late 2023).	ACS	By June 2023

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Develop and implement strategies to pursue extra points identified for priority.	ACS	By June 2023
	Expand micro purchases from local and MWBE suppliers; report out to other agencies.	ACS	By June 2023

ENVIRONMENTAL SUSTAINABILITY

FY23 Goal

Achieve baseline

STRATEGY Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	ACS	By December 2022
	Continue to develop specifications for new solicitations to protect and expand baseline achievement.	ACS	By December 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Continue to implement strategies to pursue extra points.	ACS	By June 2023

VALUED WORKFORCE

FY23 Goal

Maintain baseline.

STRATEGY Maintain baseline requirements and protect or expand qualifying purchasing.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Determine if purchases with qualifying suppliers can be expanded within current constraints; expand purchasing if so.	ACS	By June 2023
	Follow citywide strategy for labor violations outreach (to be led/coordinated by MOFP).	DCAS	By June 2023

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Continue to implement strategies to pursue extra points identified for priority.	ACS	By June 2023

ANIMAL WELFARE

FY23 Goal Achieve baseline.

STRATEGY Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	ACS	By December 2022
	Continue developing and finalize specifications for new solicitations.	ACS	By December 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Continue to implement strategies to pursue extra points identified for priority.	ACS	By June 2023

NUTRITION

FY23 Goal

Maintain baseline;
Stretch goal: 38% Whole/Minimally Processed,
30% Red/Processed Meat

STRATEGY Protect baseline status and identify opportunities for improvement.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Identify and consider strategies for protecting and maintaining baseline status.	ACS	By December 2022
	If full baseline dataset has been achieved, implement strategies for increasing whole/minimally processed and reducing red/processed meat.	ACS	By December 2022

STRATEGY Maintain maximum extra points.

		<i>Staff Responsible</i>	<i>Timeline</i>
<i>Actions</i>	Review previously scored extra points; develop strategies as needed to protect those extra points.	ACS	By December 2022