THE CITY OF NEW YORK
MAYOR'S OFFICE OF CONTRACT SERVICES
PROCUREMENT POLICY BOARD
PUBLIC MEETING

May 1, 2018
2:12 p.m.
253 Broadway
9th Floor
New York, New York

Julia M. Speros
Court Reporter
APPARENCES:

Alexandros Hatzakis, Chairing Member
FPWA

Lisa Flores, Member
Comptroller's Office

Sergio Paneque, Member
Comptroller's Office

Arva Rice, Member

Dustin Saldarriaga, Member
Office of the Counsel to the Mayor
ATTENDEES:

Dan Symon
MOCS

Suzy Zoen
Comptroller's Office

Isabel Galis-Menendez
New York City Law Department

Marvin Denise
Comptroller's Office

Christian Stilver
MOCS

Victor Gold
MOCS

Ryan Murray
MOCS

Vince Panetti
MOCS

Mike Smilowitz
MOCS

Kerry Imberg
MOCS

Roshanica Cassie
MOCS

Towaki Komatsu
Mr. Hatzakis: So I thank everyone for patiently waiting. We're going to go ahead and get started especially since it's a beautiful day outside and I'm sure people would like the chance to walk around to your next meeting after we break. (Laughter.)

So good afternoon. Thank you for being in attendance. This meeting of the Procurement Policy Board will now come to order.

I'd like to ask each member of the Procurement Policy Board to present at this time, both by stating their name -- his or her name -- for the record so that we can get that all sorted.

And I'll just start; Alex Hatzakis, Chairing Member from FPWA.

Ms. Flores: Lisa Flores, Member, from the Comptroller's Office.

Mr. Paneque: Sergio Paneque, Member, from the Comptroller's Office.

Mr. Saldarriaga: Dustin Saldarriaga; I'm from the Office of the
Counsel to the Mayor.

MR. HATZAKIS: Thank you. So we do have a quorum.

And I'd like to ask all others in attendance to also state their name for the record.

MR. SYMON: Dan Symon, Mayor's Office of Contract Services.

MS. ZOEN: Suzy Zoen (phonetic), Comptroller's Office.

MS. MENENDEZ: Isabel Galis-Menendez, New York City Law Department.

MR. DENISE: Marvin Denise (phonetic), Comptroller's Office.

MR. STILVER: Christian Stilver (phonetic), Comptroller's Office.

MR. HALL: Victor Gold (phonetic), MOCS.

MR. MURRAY: Ryan Murray, MOCS.

MR. PANETTI: Vince Panetti (phonetic), MOCS.

MS. SERIL: Jennifer Seril (phonetic), MOCS.

MR. SMILOWITZ: Mike Smilowitz,
So the business before the meeting today is to vote on proposed rules for the Citywide Administrative Procedures Act process, which we'll refer to as CAPA for the purposes of the meeting.

The first item on the agenda relates to the creation of a new small purchase-to-allow agencies to make purchases from minority and women-owned business enterprises without formal competition.

For the purposes of the meeting, we'll continue to refer to these enterprises as M/WBEs.

The Chair would like to now recognize Acting Director of the Mayor's Office of Contract Services, Dan Symon, to speak further on this matter.

MR. SYMON:  Good afternoon everybody.
The Procurement Policy Board proposes to amend Chapter 3 of Title 9 of the Rules of the City of New York to create a new subtype of small purchase known as an M/WBE Noncompetitive Small Purchases.

The M/WBE Noncompetitive Small Purchase mechanism will allow agencies to make purchases of goods and services from M/WBEs in amounts not exceeding $150,000 without competition.

This proposed rule is authorized by Charter Section 311(i)(1), added by Chapter 504 of the 2017 Laws of New York.

The text of this proposed amendment is described as Item 1 on today's agenda, which is featured on the calendar portion of the PPB web page.

MR. HATZAKIS: At this time is there a member who wishes to make a statement or ask a question on the matter?

(No response.)

MR. HATZAKIS: Okay. Seeing none, is there a member that would like to
make a motion to move this item?

MS. FLORES: Motion to move.

MR. HATZAKIS: Is there a member that will second?

MR. SALDARRIAGA: Second.

MR. HATZAKIS: Thank you. All in favor?

(Chorus of "Ayes").

MR. HATZAKIS: Any opposed?

(No response.)

MR. HATZAKIS: Any abstaining?

(No response.)

MR. HATZAKIS: Item 1 is voted into the CAPA. Thank you.

I'd like to also formally recognize Arva Rice -- if you can introduce yourself for the official record -- Member of the PPB.

MS. RICE: Hello. I'm Arva Rice, Member of the PPB. My apologies for being late.

MR. HATZAKIS: No worries.

The second item for vote into the CAPA relates to a proposal to escalate the dollar threshold for PASSPort
I'd like to, again, recognize Dan Symon to speak further on the item.

MR. SYMON: The Procurement Policy Board is proposing amendments to Chapter 1 and Chapter 2 of Title 9 of the Rules of the City of New York to escalate the PASSPort enrollment, formally known as VENDEX, threshold from $100,000 up to $250,000.

The threshold for enrollment in PASSPort was already increased by the City Council through Local Law 72 of 2017 which amended Subsections 6-116.2(b) and (i) of the New York City Administrative Code.

This rule change seeks to bring the PPB Rules into alignment with the provisions of the Administrative Code. This rule change also seeks to harmonize the use of the terms PASSPort and VENDEX, which describe the City's electronic vendor management system.

The text of this proposed amendment is featured as Item 2 on today's agenda.
MR. HATZAKIS: Is there a member who wishes to make a statement or ask a question on the matter?

(No response.)

MR. HATZAKIS: There being none, is there a member who would like to make a motion to move the item?

MR. PANEQUE: Motion to move.

MR. HATZAKIS: Thank you. Is there a second?

MS. FLORES: Second.

MR. HATZAKIS: Thank you. We'll now ask everyone to vote on the matter.

Those in favor?

(Chorus of "Ayes".)

MR. HATZAKIS: Any opposed?

(No response.)

MR. HATZAKIS: Any abstentions?

(No response.)

MR. HATZAKIS: Item 2 is voted into the CAPA. Thank you.

The third item of business at today's meeting relates to vote into the CAPA a proposal to allow the City's Comptroller's Office to accept
reproductions of contract documents in
the course of the registration process.

I'd like to recognize Dan Symon to
speak further.

MR. SYMON: The Procurement Policy
Board is proposing an amendment to
Chapter 2 of Title 9 of the Rules of the
City of New York to enable the
Comptroller to accept reproductions of
signatures in lieu of original ink
signatures.

This change would be consistent with
applicable New York laws governing
electronic contracts and signatures in
current trends favoring increased
acceptance of electronic records.

The text of this proposed amendment
is listed as Item 3 on today's agenda.

MR. HATZAKIS: Do any members have
any questions or statements on the
matter?

(No response.)

MR. HATZAKIS: Can I invite a member
to motion this; move this item to a
motion?
MS. FLORES: Motion to move.

MR. HATZAKIS: Thank you. Is there a second?

MS. RICE: I second.

MR. HATZAKIS: All in favor?

(Chorus of "Ayes".)

MR. HATZAKIS: Any opposed?

(No response.)

MR. HATZAKIS: Any abstentions?

(No response.)

MR. HATZAKIS: Thank you. Item 3 is also voted into the CAPA.

There's no other formal business before the Board today. That completes our agenda. So thank you, again, everyone for your attendance today, and that formally concludes today's meeting. The meeting is adjourned.

(Time noted: 2:19 p.m.)
CERTIFICATION

I, JULIA M. SPEROS, a Notary Public for and within the State of New York, do hereby certify:

That the witness whose testimony as herein set forth, was duly sworn by me; and that the within transcript is a true record of the testimony given by said witness.

I further certify that I am not related to any of the parties to this action by blood or marriage, and that I am in no way interested in the outcome of this matter.

IN WITNESS WHEREOF, I have hereunto set my hand this 1st day of May, 2018.

[Signature]

Julia M. Speros
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