

**NEW YORK CITY MUNICIPAL WATER FINANCE AUTHORITY
POLICY ON MINORITIES, WOMEN AND CONTRACTS**

Adopted June 18, 2010

The following comprehensive guidelines set forth the New York City Municipal Water Finance Authority's (the "Authority's") operative policy and instructions regarding employment of minorities and women and participation of minority and women-owned business enterprises as defined in Article 15-A of the New York State Executive Law ("MWBEs") in the procurement of goods and services.

- **Employment and Personnel**

The Authority shall follow the policies of the City of New York Office of Management and Budget in all material respects with respect to hiring, employment and promotion of women and minorities.

- **Participation in Procurements**

The Authority shall make a concerted effort to involve MWBEs in its procurement processes and contracting for goods and services. To the extent possible and consistent with business and efficiency considerations, the Authority shall give MWBEs the opportunity for meaningful participation in the performance of Authority contracts providing for a total expenditure in excess of \$25,000.

- **Contracts and Request for Proposals**

1. The Authority's contracts providing for a total expenditure in excess of \$25,000 and documents soliciting bids for goods and/or services shall contain or make reference to the following contractor nondiscrimination provisions, as set forth in Article 15-A.
 - a. The contractor will not discriminate against employees or applicants for employment because of race, creed, color, national origin, sex, age, disability or marital status, and will undertake or continue existing programs of affirmative action to ensure that minority group members and women are afforded equal employment opportunities without discrimination. For purposes of this article affirmative action shall mean recruitment, employment, job assignment, promotion, upgradings, demotion, transfer, layoff, or termination and rates of pay or other forms of compensation.
 - b. At the request of the contracting agency, the contractor shall request each employment agency, labor union, or authorized representative of workers with which it has a collective bargaining or other agreement or understanding, to furnish a written statement that such employment

agency, labor union or representative will not discriminate on the basis of race, creed, color, national origin, sex, age, disability or marital status and that such union or representative will affirmatively cooperate in the implementation of the contractor's obligations herein.

- c. The contractor shall state, in all solicitations or advertisements for employees, that, in the performance of the state contract, all qualified applicants will be afforded equal employment opportunities without discrimination because of race, creed, color, national origin, sex, age, disability or marital status.
 - d. The contractor will include the provisions of paragraphs (a) through (c) of this subdivision in every subcontract or purchase order in such a manner that such provisions will be binding upon each subcontractor or vendor as to its working connection with a contract.
2. All Authority documents soliciting bids for goods and/or services providing for a total expenditure in excess of \$25,000 shall include:
- a. Inclusion in solicitation of bids of qualified State and City certified MWBEs in relevant industries.
 - b. Advertisement of the procurement in at least one minority publication.