



Jonnell Doris
Senior Advisor and Director
Mayor's Office of M/WBES

January 31, 2018

Hon. Corey Johnson
Speaker
New York City Council
250 Broadway, Suite 1804
New York, NY 10007

Re: Agency Performance Improvement Plans Pursuant to Local Law 1 of 2013

Dear Speaker Corey Johnson:

Pursuant to the requirements of Local Law 1 of 2013, attached please find a copy of the Agency Performance Improvement Plans for Fiscal Year 2018.

If you have any questions, please feel free to contact me.

Regards,

Jonnell Doris
Director

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- ✓ **M/WBE-Related Meetings:** Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
- ✓ **Agency M/WBE Trainings:** Ensure agency procurement staff is fully aware of, and in compliance with, requirements of the M/WBE program by coordinating periodic training on M/WBE program and utilization requirements offered through the Procurement Training Institute (PTI), by holding internal trainings, or by coordinating Oversight Agency training on-site. Notify the Office of M/WBEs (OM/WBE) of any M/WBE Program Staff Changes.
- ✓ **M/WBE Program feedback:** Provide OM/WBE, Department of Small Business Services (SBS), and the Mayor's Office of Contract Services (MOCS) with M/WBE program feedback.
- ✓ **M/WBE Outreach and Networking Activities:** Actively engage with the M/WBE community both in response to invitations by stakeholders as well as by creating opportunities for direct interaction. Provide outreach event details and information on upcoming activities and events, pre-bid meetings, success stories, and media outreach.
- ✓ **Goal-Setting and Procurement Plans:** Maintain a current Procurement Plans and review it for M/WBE participation opportunities. Report on targeted procurements, unbundling, zero goal procurements, partial or full waivers, proposals utilizing M/WBE price or point preference, and change order utilization planning.
- ✓ **Post-award De-briefing:** Provide post-award debriefings when requested by an M/WBE. To the extent possible, and where appropriate, meet with M/WBEs and provide appropriate feedback, particularly for M/WBE proposers who are deemed non-responsive.
- ✓ **Compliance Activities:** Maintain an awareness of, and educate my agency on, the requirements of Local Law 1 and the Procurement Policy Board Rules. To the greatest extent possible, adopt best practices related to the M/WBE program including regularly folding M/WBE compliance tracking into the contract monitoring process. Regularly report on Schedule B modifications, annual compliance reviews, contract audit activities, corrective actions, Vendex cautions, and M/WBEs who may not be serving commercially-useful functions on agency projects.

Fiscal Year 2018 M/WBE Performance Improvement Plan



- Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.
 - Hold industry specific information sessions.
 - Attend M/WBE Procurement event Co - Sponsors with other agencies.
 - Provide Agency Wide Training on new M/WBE Procedures.

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Agency Name: Administration for Children's Services

Print Name of Agency ACCO: Patricia Chabla

Authorized Signature (ACCO):  for PAC

Date: 1/22/18

Print Name of M/WBE Officer: Mitch Gipson

Authorized Signature (M/WBE Officer): 

Date: 1/24/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: NYC Business Integrity Commission

Print Name of Agency ACCO: Lily Fung

Authorized Signature (ACCO): *Lily Fung*

Date: 1/30/18

Print Name of M/WBE Officer: Lily Fung

Authorized Signature (M/WBE Officer): *Lily Fung*

Date: 1/30/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



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Fiscal Year 2018 M/WBE Performance Improvement Plan

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Agency Name: Commission on Human Rights

Print Name of Agency ACCO: Brittney Saunders

Authorized Signature (ACCO): 

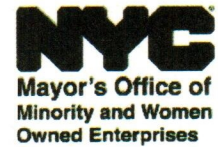
Date: 1/17/18

Print Name of M/WBE Officer: Sheshe Segar

Authorized Signature (M/WBE Officer): 

Date: 1/17/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

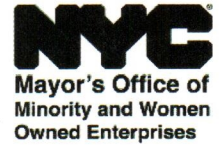


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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: CCRB

Print Name of Agency ACCO: Jeanie Marie

Authorized Signature (ACCO): Jeanie Marie

Date:

Print Name of M/WBE Officer: Jeanie Marie

Authorized Signature (M/WBE Officer): Jeanie Marie

Date:

Fiscal Year 2018 M/WBE Performance Improvement Plan

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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- ACCO reviews + approves all procurements to ensure M/WBE participation
- _____
- _____

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Agency Name: Dept of Consumer Affairs

Print Name of Agency ACCO: MAUREEN Brooks

Authorized Signature (ACCO): Maureen Brooks

Date: 1/18/18

Print Name of M/WBE Officer: MAUREEN Brooks

Authorized Signature (M/WBE Officer): Maureen Brooks

Date: 1/18/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: DEAS / OCP

Print Name of Agency ACCO: Adam Buchanan

Authorized Signature (ACCO): 

Date: 1/26/18

Print Name of M/WBE Officer: Julieann Lee

Authorized Signature (M/WBE Officer): 

Date: 1/26/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



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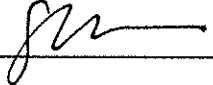
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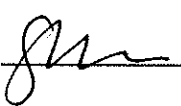
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Agency Name: DEPT. OF CULTURAL AFFAIRS

Print Name of Agency ACCO: SEI YOUNG KIM, ACTING ACCO

Authorized Signature (ACCO):  Date: 1/26/18

Print Name of M/WBE Officer: SEI YOUNG KIM, ACTING M/WBE OFFICER

Authorized Signature (M/WBE Officer):  Date: 1/26/18

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Agency Name: City Planning

Print Name of Agency ACCO: Roman Gofman

Authorized Signature (ACCO): 

Date: 1/12/18

Print Name of M/WBE Officer: David J Paris

Authorized Signature (M/WBE Officer): 

Date: 1/12/18

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Agency Name: Department of Design + Construction

Print Name of Agency ACCO: Justin Walter (Chief Administrative Officer, Acting ACCO)

Authorized Signature (ACCO): 

Date: 1/26/18

Print Name of M/WBE Officer: Magalie D. Austin

Authorized Signature (M/WBE Officer): 

Date: 1-26-18

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- Agency M/WBE Trainings:** Ensure agency procurement staff is fully aware of, and in compliance with, requirements of the M/WBE program by coordinating periodic training on M/WBE program and utilization requirements offered through the Procurement Training Institute (PTI), by holding internal trainings, or by coordinating Oversight Agency training on-site. Notify the Office of M/WBEs (OM/WBE) of any M/WBE Program Staff Changes.
- M/WBE Program feedback:** Provide OM/WBE, Department of Small Business Services (SBS), and the Mayor's Office of Contract Services (MOCS) with M/WBE program feedback.
- M/WBE Outreach and Networking Activities:** Actively engage with the M/WBE community both in response to invitations by stakeholders as well as by creating opportunities for direct interaction. Provide outreach event details and information on upcoming activities and events, pre-bid meetings, success stories, and media outreach.
- Goal-Setting and Procurement Plans:** Maintain a current Procurement Plans and review it for M/WBE participation opportunities. Report on targeted procurements, unbundling, zero goal procurements, partial or full waivers, proposals utilizing M/WBE price or point preference, and change order utilization planning.
- Post-award De-briefing:** Provide post-award debriefings when requested by an M/WBE. To the extent possible, and where appropriate, meet with M/WBEs and provide appropriate feedback, particularly for M/WBE proposers who are deemed non-responsive.
- Compliance Activities:** Maintain an awareness of, and educate my agency on, the requirements of Local Law 1 and the Procurement Policy Board Rules. To the greatest extent possible, adopt best practices related to the M/WBE program including regularly folding M/WBE compliance tracking into the contract monitoring process. Regularly report on Schedule B modifications, annual compliance reviews, contract audit activities, corrective actions, Vendex cautions, and M/WBEs who may not be serving commercially-useful functions on agency projects.

Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- DEP pre-approves M/WBE subcontractors for job order contracts (JOCS) as an incentive to prime contractors utilizing
- M/WBES.
- _____

Please note that all of the above boxes must be checked in order for this form to be considered complete. The Monthly Turnaround Document is the preferred vehicle for communicating your agency's performance improvement plan activities. Monthly Turnaround Documents are due by the 15th of each month, and should be regularly updated to reflect both completed and forecast activity.

Agency Name: Department of Environmental Protection (DEP)

Print Name of Agency ACCO: Elisa Velazquez

Authorized Signature (ACCO): _____

Date: 1/16/18

Print Name of M/WBE Officer: Joseph Murin

Authorized Signature (M/WBE Officer): _____

Date: 1/17/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- M/WBE-Related Meetings: Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
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Fiscal Year 2018 M/WBE Performance Improvement Plan



- Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

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Agency Name: DFTA

Print Name of Agency ACCO: Erkan Solak

Authorized Signature (ACCO): *Erkan Solak*

Date: 1/12/18

Print Name of M/WBE Officer: Erkan Solak

Authorized Signature (M/WBE Officer): *Erkan Solak*

Date: 1/12/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- M/WBE-Related Meetings: Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

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Agency Name: DEPARTMENT OF BUILDINGS

Print Name of Agency ACCO: BENJAMIN S. KARAN

Authorized Signature (ACCO): BS Karan

Date: 1/17/2018

Print Name of M/WBE Officer: SHARON NEILL

Authorized Signature (M/WBE Officer): Sharon Neill

Date: 1-12-18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan

Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

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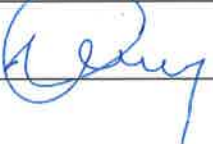
Agency Name: NYC Department of Correction

Print Name of Agency ACCO: Ava B. Rice Assistant Commissioner/ACCO

Authorized Signature (ACCO): 

Date: 1/26/18

Print Name of M/WBE Officer: LacyAnn Dunkley

Authorized Signature (M/WBE Officer): 

Date: 1/26/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- M/WBE-Related Meetings: Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
- Agency M/WBE Trainings: Ensure agency procurement staff is fully aware of, and in compliance with, requirements of the M/WBE program by coordinating periodic training on M/WBE program and utilization requirements offered through the Procurement Training Institute (PTI), by holding internal trainings, or by coordinating Oversight Agency training on-site. Notify the Office of M/WBEs (OM/WBE) of any M/WBE Program Staff Changes.
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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- Identifying possible contracting opportunities for the 2nd Annual DOF M/WBE event.
- Developing outreach strategy + planning for the 2nd Annual DOF M/WBE event.

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Agency Name: NYC Department of Finance

Print Name of Agency ACCO: Adenike Bamgbaye

Authorized Signature (ACCO): Adenike Bamgbaye

Date: 01/19/18

Print Name of M/WBE Officer: JACQUELINE JAMES

Authorized Signature (M/WBE Officer): Jacqueline James

Date: 1.24.18

Fiscal Year 2018 M/WBE Performance Improvement Plan

Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- M/WBE-Related Meetings:** Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
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Fiscal Year 2018 M/WBE Performance Improvement Plan



- Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.
 - Identify subcontracting opportunities for M/WBEs on Human Services contracts
 - Train agency program staff to create greater awareness on M/WBE policies and initiatives
 - Include M/WBE Program topics in other related agency initiatives

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Agency Name: Department of Health and Mental Hygiene

Print Name of Agency ACCO: Judi Rich Soehren

Authorized Signature (ACCO): 

Date: 1/12/18

Print Name of M/WBE Officer: Judi Rich Soehren

Authorized Signature (M/WBE Officer): 

Date: 1/12/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

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Agency Name: Department of Investigation

Print Name of Agency ACCO: Vicki C. Davie

Authorized Signature (ACCO): Vicki C. Davie

Date: 1/12/2018

Print Name of M/WBE Officer: Ganesh Ramratan

Authorized Signature (M/WBE Officer): [Signature]

Date: 1/12/2018

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan




Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

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Agency Name: DOITT

Print Name of Agency ACCO: John Karlsorhis

Authorized Signature (ACCO): 

Date: 1/12/2018

Print Name of M/WBE Officer: Annette Heintz

Authorized Signature (M/WBE Officer): 

Date: 1/12/2018

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: Dept. of Probation

Print Name of Agency ACCO: Eileen Parfrey-Smith

Authorized Signature (ACCO): *Eileen Parfrey-Smith*

Date: 1/12/18

Print Name of M/WBE Officer: Makensee Karsaram

Authorized Signature (M/WBE Officer): *Makensee K*

Date: 1/12/18

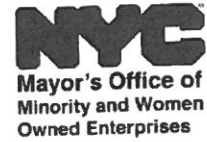
Fiscal Year 2018 M/WBE Performance Improvement Plan

Commitment to Initiatives for Improvement

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- Post-award De-briefing: Provide post-award debriefings when requested by an M/WBE. To the extent possible, and where appropriate, meet with M/WBEs and provide appropriate feedback, particularly for M/WBE proposers who are deemed non-responsive.
- Compliance Activities: Maintain an awareness of, and educate my agency on, the requirements of Local Law 1 and the Procurement Policy Board Rules. To the greatest extent possible, adopt best practices related to the M/WBE program including regularly folding M/WBE compliance tracking into the contract monitoring process. Regularly report on Schedule B modifications, annual compliance reviews, contract audit activities, corrective actions, Vendex cautions, and M/WBEs who may not be serving commercially-useful functions on agency projects.

Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

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Agency Name: Department of Records & Information Services

Print Name of Agency ACCO: Naomi Pacheco

Authorized Signature (ACCO): NP/W

Date: 12/1/17

Print Name of M/WBE Officer: Lisa Velasquez

Authorized Signature (M/WBE Officer): L. Velasquez

Date: 12/1/17

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- M/WBE-Related Meetings:** Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- We have restructured the ACCO office to have dedicated staff to primarily focus on LL1
- Reviewing with our divisions on possibilities where we can de bundle some of our contracts
- _____

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Agency Name: Dept of Transportation

Print Name of Agency ACCO: NANCY CAROLAN

Authorized Signature (ACCO): *N Carolan*

Date: 11/26/18

Print Name of M/WBE Officer: NANCY CAROLAN

Authorized Signature (M/WBE Officer): *N Carolan*

Date: 11/26/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- DSNY participated as a guest speaker at an SBS Mentorship Program – NYC Construction Mentorship Class Session on 1/14/18 (6:30pm to 7:00pm)
- _____
- _____

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Agency Name: DEPARTMENT OF SANITATION

Print Name of Agency ACCO: KIRK ENG

Authorized Signature (ACCO): 

Date: 01/12/18

Print Name of M/WBE Officer: ROBERT ORLIN

Authorized Signature (M/WBE Officer): 

Date: 01/12/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- Biannual training of agency procurement liaisons.
- Development of online resources for DCD staff.
- _____

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Agency Name: NYC Department of Youth and Community Development

Print Name of Agency ACCO: Dana Castelmi

Authorized Signature (ACCO): 

Date: 11-15-17

Print Name of M/WBE Officer: John V. Cirolia

Authorized Signature (M/WBE Officer): 

Date: 11-15-17

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- A 30% M/WBE Utilization goal will be considered for all contracts subject to LL1 subject to M/WBE vendor availability.
- FDNY will focus intensely on high volume purchase made to non-M/WBE vendors by P-cards holders . FDNY will
- strive to utilize M/WBE vendors in these areas.

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Agency Name: New York City Fire Department

Print Name of Agency ACCO: Barry Greenspan

Authorized Signature (ACCO): 

Date: 1-12-2019

Print Name of M/WBE Officer: Stephen Rush

Authorized Signature (M/WBE Officer): 

Date: 1-12

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: Department of Housing Preservation and Development

Print Name of Agency ACCO: Malissa Smith

Authorized Signature (ACCO): *Malissa Smith*

Date:

Print Name of M/WBE Officer: Barbara K. Halm

Authorized Signature (M/WBE Officer): *Barbara K. Halm*

Date:

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan

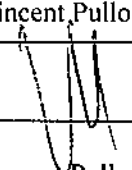


- Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.
 - Monthly excel tracking of all Micro & Small purchase solicitations awarded to M/WBE vendors.
 - M/WBE unit now approves all program area participation goals on all contracts before PSR is uploaded.
 - Bids & Purchase unit always seek additional vendors from M/WBE unit on all solicitations from our Internal database of M/WBE vendors aside from SBS directory of certified M/WBE vendors.

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Agency Name: Department of Social Services, HRA/DHS

Print Name of Agency ACCO: Vincent Pullo

Authorized Signature (ACCO): 

Date: 11/12/18

Print Name of M/WBE Officer: Vincent Pullo

Authorized Signature (M/WBE Officer): 

Date: 11/12/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: Law Department

Print Name of Agency ACCO: Samuel A. Moriber

Authorized Signature (ACCO): Samuel A. Moriber

Date: 1/11/18

Print Name of M/WBE Officer: Muriel Goode-Trufant

Authorized Signature (M/WBE Officer): Muriel Goode-Trufant

Date: 1/11/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: Landmarks Preservation Commission

Print Name of Agency ACCO: Margaret McMahon

Authorized Signature (ACCO): *Margaret McMahon*

Date: 1/27/18

Print Name of M/WBE Officer: Gardea Caphart

Authorized Signature (M/WBE Officer): *G. Caphart*

Date: 1/27/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: Mayor's Office of Criminal Justice

Print Name of Agency ACCO: Jamison Blair

Authorized Signature (ACCO): 

Date: 1/18/18

Print Name of M/WBE Officer: Scott Matthews-Nowell

Authorized Signature (M/WBE Officer): 

Date: 1/18/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

Please review the following list of activities to help your Agency meet its M/WBE goals. Agencies will be required to undertake all activities on an ongoing basis. Please return a signed and completed version, with all boxes checked, to the Mayor's Office of M/WBEs by January 15, 2018. By signing this document, you attest that you will:

- M/WBE-Related Meetings:** Conduct regular internal meetings regarding performance and compliance with the M/WBE program, including Internal Coordination Meetings and Oversight Agency Meetings.
- Agency M/WBE Trainings:** Ensure agency procurement staff is fully aware of, and in compliance with, requirements of the M/WBE program by coordinating periodic training on M/WBE program and utilization requirements offered through the Procurement Training Institute (PTI), by holding internal trainings, or by coordinating Oversight Agency training on-site. Notify the Office of M/WBEs (OM/WBE) of any M/WBE Program Staff Changes.
- M/WBE Program feedback:** Provide OM/WBE, Department of Small Business Services (SBS), and the Mayor's Office of Contract Services (MOCS) with M/WBE program feedback.
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- Goal-Setting and Procurement Plans:** Maintain a current Procurement Plans and review it for M/WBE participation opportunities. Report on targeted procurements, unbundling, zero goal procurements, partial or full waivers, proposals utilizing M/WBE price or point preference, and change order utilization planning.
- Post-award De-briefing:** Provide post-award debriefings when requested by an M/WBE. To the extent possible, and where appropriate, meet with M/WBEs and provide appropriate feedback, particularly for M/WBE proposers who are deemed non-responsive.
- Compliance Activities:** Maintain an awareness of, and educate my agency on, the requirements of Local Law 1 and the Procurement Policy Board Rules. To the greatest extent possible, adopt best practices related to the M/WBE program including regularly folding M/WBE compliance tracking into the contract monitoring process. Regularly report on Schedule B modifications, annual compliance reviews, contract audit activities, corrective actions, Vendex cautions, and M/WBEs who may not be serving commercially-useful functions on agency projects.

Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- > Agency's MWBE coordinator will manage MWBE tracking
- > _____
- > _____

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Agency Name: NYC Emergency Management

Print Name of Agency ACCO: Stacy Rosenfeld

Authorized Signature (ACCO): 

Date: 4/22/18

Print Name of M/WBE Officer: Stacy Rosenfeld

Authorized Signature (M/WBE Officer): 

Date: 4/22/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- NETWORKING EVENT WITH PRIME VENDOR FOR THE NYPD RECRUITMENT CONTRACT
- _____
- _____

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Agency Name: NEW YORK CITY POLICE DEPARTMENT

Print Name of Agency ACCO: FRANK BELLO

Authorized Signature (ACCO): 

Date: 1/17/18

Print Name of M/WBE Officer: VINCENT GRIPPO

Authorized Signature (M/WBE Officer): 

Date: 1/17/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: OATH

Print Name of Agency ACCO: Chukwuma Uwechia

Authorized Signature (ACCO): _____

Date: 1/12/2018

Print Name of M/WBE Officer: LINDA MAY

Authorized Signature (M/WBE Officer): Linda May

Date: 1/12/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



Additional Agency Initiatives: Notify OM/WBE of any new agency policies, initiatives, or programs related to the agency's M/WBE program.

- > Will update on Monthly Turnaround. None at
- > this time.
- > _____

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Agency Name: NYC Office of Chief Medical Examiner

Print Name of Agency ACCO: Barbara Markowitz


Authorized Signature (ACCO): 

Date: 1/24/2018

Print Name of M/WBE Officer: Dina Maniotis

Authorized Signature (M/WBE Officer): 

Date: 1/24/2018

M/WBE Coordinator: John K. Bernabe
Signature: 

Date: 1/24/18

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan

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Agency Name: Office of Labor Relations

Print Name of Agency ACCO: Anita B. Douglas

Authorized Signature (ACCO): 

Date: January 22, 2018

Print Name of M/WBE Officer: Renee Campion

Authorized Signature (M/WBE Officer): 

Date: January 22, 2018

Fiscal Year 2018 M/WBE Performance Improvement Plan



Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan

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Agency Name: OMB

Print Name of Agency ACCO: KUNG KO

Authorized Signature (ACCO): 

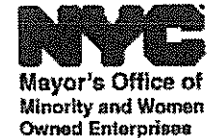
Date: 1/12/18

Print Name of M/WBE Officer: SCOTT ULREY

Authorized Signature (M/WBE Officer): 

Date: 1/12/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

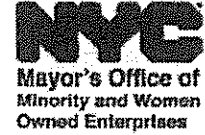


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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: PARKS - E

Print Name of Agency ACCO: PARMO TRIPATHI

Authorized Signature (ACCO): [Signature]

Date: 1/22/18

Print Name of M/WBE Officer: Iyana Tyng

Authorized Signature (M/WBE Officer): [Signature]

Date: 1/22/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan

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Agency Name: SBS

Print Name of Agency ACCO: Daryl Williams

Authorized Signature (ACCO): [Signature]

Date: 1/12/18

Print Name of M/WBE Officer: Kimberly Hardy

Authorized Signature (M/WBE Officer): [Signature]

Date: 1/16/18

Fiscal Year 2018 M/WBE Performance Improvement Plan

Commitment to Initiatives for Improvement

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Fiscal Year 2018 M/WBE Performance Improvement Plan



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Agency Name: Taxi and Limousine Commission

Print Name of Agency ACCO: Jeremy Halperin

Authorized Signature (ACCO): Jeremy Halperin

Date: 1/19/18

Print Name of M/WBE Officer: Vincent Chin

Authorized Signature (M/WBE Officer): Vincent Chin

Date: 1/22/18