



Campus Let Contracts

Updates

For State Operated Campuses

SUNY PPAA

January 25, 2017





Office for Capital Facilities

- Guidance Documents
- Listservs
- Newsletter
- OCF Website

Visit our Website

<http://system.suny.edu/capital-facilities/>



TOOLS
TRAINING
COMMUNICATION

- Campus Let Contracts Program
- Community College Capital Program
- Energy Management and EO88
- Energy Procurement and Utility Regulatory Affairs
- Environmental Health and Safety
- Residence Hall Capital Program

Procedure Updates

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Information for Bidders

Bidders Qualifications

- Previous experience: three contracts of similar size, scope and complexity within the last five years
 - Also applies to subcontractors >\$100K
- The ability to manage staff and subcontractors, plan work, and create and maintain positive working environments and relationships
- Reserves the right to reject any bid if the University does not believe the bidder is properly qualified

Information for Bidders

Post Bid Information

- clarifies 48 hour requirements including a working plan and schedule
- adds a requirement for a 120 schedule to be submitted after contract award
- subcontracts >\$100K require demonstration of subcontractors past experience and VendRep
- clarifies MWBE, SDVOB and EEO requirements
- clarifies insurance requirements

Word Play

Non-responsible

VS.

Non-responsive



Insurance Forms

- ACORD 25 - Certificate of Liability Insurance
- NYS Workers' Compensation Form
 - Generally form C-105.2
- NYS-required Disability Insurance Form
 - Generally form DB-120.1
- SUNY Insurance Checklist (internal)



Other Recent Updates

- 7555-00 Construction Related Consultant Procurement Checklist
- 7555-15 - Subconsultant Staffing Plan A&E
- 7555-16- Subconsultant Staffing Plan – Construction Management
- 7555-17 – Subconsultant Staffing Plan – Commissioning



Other Recent Updates

- 7554-00 Construction Procurement Checklist
- 7554-01, Less than 20K RFP
- 7554-05, Project Manual Cover Page
- 7554-06, Information for Bidders
- 7554-07, Contractors Proposal
- 7554-11 Performance, Labor and Material Bond and Acknowledgement
- 7554-13 Contractor Certification

MWBE and SDVOB Updates

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Service Disabled Veteran Owned Businesses (SDVOB)

- Applicable to construction contracts >\$100,000 and construction related consultant contracts >\$25,000
- Prospective Bidders Notices
 - 7564-121a Commodities and Services
 - 7564-121b Construction
 - 7564-121c Construction Related Consultant Services



Service Disabled Veteran Owned Businesses (SDVOB)

Construction

- SDVOB Utilization Plan (Form 7564-07) - required within 7 days of the bid opening

Construction Related Consultants

- Subconsultant Staffing List (Form 7555-15, 16 or 17) - required with the submittal of qualifications

Set-asides



Minority and Women Owned Businesses (MWBE)

- Applicable to construction contracts >\$100,000 and construction related consultant contracts >\$25,000
- Prospective Bidders Notices
 - 7557-121a Commodities and Services
 - 7557-121b Construction
 - 7557-121c Construction Related Consultant Services



Minority and Women Owned Businesses (MWBE)



Construction

- MWBE Utilization Plan (7557-107)
- MWBE-EEO Staffing Plan (7557-108)
- MWBE-EEO Policy (7557-104) or the vendor/contractor's own EEO Policy Statement

Construction Related Consultants

- Subconsultant Staffing List (Form 7555-15, 16 or 17) - required with the submittal of qualifications



Minority and Women Owned Businesses (MWBE)

- Goal Setting Methodology
- Exemptions and Exclusions revised and submitted with Master Goal Plan January 17, 2017

Minority and Women Owned Businesses (MWBE)

SUNY's MWBE Spending Snapshot

(Comparasion for SFY13-14, SFY14-15 & SFY15-16)

	SFY 13-14	SFY 14-15	SFY 15-16
Total Expenditures	\$569,434,343	\$ 511,018,704	\$462,472,088
MBE	\$32,913,305	\$ 41,745,309	\$73,230,363
% Participation	5.78%	8.17%	15.83%
WBE	\$58,594,794	\$ 68,788,896	\$69,555,308
% Participation	10.29%	13.46%	15.04%
MWBE	\$91,532,356	\$ 110,534,205	\$142,785,671
% Participation	16.07%	21.63%	30.87%

Source: SUNY Financial Management System and Campus Subcontractor Compliance Reports.

Note: For the first time campuses were provided an opportunity to correct coding anomalies for SFY 14-15.



Minority and Women Owned Businesses (MWBE)



SUNY's MWBE Spending Snapshot Q1 & Q2 of SFY14-15, SFY15-16 & SFY16-17

	Q1 & Q2		
	SFY 14-15	SFY 15-16	SFY 16-17
Total Expenditures	\$ 251,005,035	\$ 227,262,545	\$ 280,808,649
MBE % Participation	\$ 18,532,188 7.38%	\$ 39,416,593 17.34%	\$ 48,740,453 17.36%
WBE % Participation	\$ 34,001,850 13.55%	\$ 32,221,105 14.18%	\$ 57,796,105 20.58%
MWBE % Participation	\$ 52,534,037 20.93%	\$ 71,637,698 31.52%	\$ 106,536,558 37.94%

Note: This is a comparasion of Q1&Q2 MWBE Spending Data for the last three fiscal years. SFY16-17 is measured from April 1, 2016 to March 31, 2017.

Up next...





Upcoming Training

- **Claims Management and Mitigation Training**
 - Wednesday February 15th – Sys Admin
 - Tuesday March 21st – Binghamton University
 - Tuesday April 11th – Stony Brook University
 - Wednesday April 12th – SUNY New Paltz
 - Wednesday April 26th – SUNY Oswego
 - Thursday April 27th – University at Buffalo

- **Consultant Selection Training**
 - Webinar to be scheduled in May



Upcoming Initiatives

- **Contracts**
 - New RFP for Construction Related Consultant Contracts *less than \$25,000*
 - Updates to the Division 1 - General Requirements
- **Guidance Documents**
 - Construction vs. Services
 - Record Retention





The State University
of New York



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Campus Let Contracts

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The SUNY logo is positioned in the top right corner. It features the word "SUNY" in a white, bold, sans-serif font, enclosed within a white circular arc that is open on the right side. The background of the entire page is a dark, bokeh-style photograph of city lights at night, with various colored light spots (yellow, orange, blue, green) and several semi-transparent blue circles of varying sizes on the left side.

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Approval to Spend Capital Funds - B-1184s

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MWBE Only B-1184 Requests

30% Goals (SUNY University-wide MWBE goal)

- Justification must state “Standard Goal”

Less than 30% Goals

- ESD is looking for one of the following explanations in the justification:
 - Contracts executed before 2011
 - Exemptions
 - Exclusions
 - Chamber approved waivers