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/

- 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
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
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
## SUNY's MWBE Spending Snapshot

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

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

*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.*
### SUNY's MWBE Spending Snapshot

**Q1 & Q2 of SFY14-15, SFY15-16 & SFY16-17**

<table>
<thead>
<tr>
<th></th>
<th>Q1 &amp; Q2</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SFY 14-15</strong></td>
<td></td>
</tr>
<tr>
<td><strong>SFY 15-16</strong></td>
<td></td>
</tr>
<tr>
<td><strong>SFY 16-17</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Total Expenditures</strong></td>
<td></td>
</tr>
<tr>
<td><strong>$ 251,005,035</strong></td>
<td><strong>$ 227,262,545</strong></td>
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<tr>
<td><strong>MBE % Participation</strong></td>
<td></td>
</tr>
<tr>
<td><strong>$ 18,532,188</strong></td>
<td><strong>$ 39,416,593</strong></td>
</tr>
<tr>
<td><strong>7.38%</strong></td>
<td><strong>17.34%</strong></td>
</tr>
<tr>
<td><strong>WBE % Participation</strong></td>
<td></td>
</tr>
<tr>
<td><strong>$ 34,001,850</strong></td>
<td><strong>$ 32,221,105</strong></td>
</tr>
<tr>
<td><strong>13.55%</strong></td>
<td><strong>14.18%</strong></td>
</tr>
<tr>
<td><strong>MWBE % Participation</strong></td>
<td></td>
</tr>
<tr>
<td><strong>$ 52,534,037</strong></td>
<td><strong>$ 71,637,698</strong></td>
</tr>
<tr>
<td><strong>20.93%</strong></td>
<td><strong>31.52%</strong></td>
</tr>
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</table>

**Note:** This is a comparison 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
Jessica R. Miller
Campus Let Contracts
jessica.miller@suny.edu
518-320-1129
Approval to Spend
Capital Funds -
B-1184s
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