

DCAS Commissioner  
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## Increased Savings in Fiscal Year 2013

The Office of Citywide Purchasing (OCP) continues to revolutionize the procurement of citywide services by ensuring that City agencies have access to streamlined contracts that provide maximum savings. OCP has ensured that City agencies will receive even better services and greater savings in Fiscal Year 2013. The Leslie Waterworks Inc., GRM Information Management Services and Enterprise Print Management are just a few examples of service contracts that illustrate OCP's commitment to delivering first class procurement services.

The Leslie Waterworks Inc.'s water filtration system contract will replace the City's current bottled water contract. The contract enables City agencies to purchase the innowave Chiller 3 Tower which utilizes an innovative point-of-use (POU) system. The contract was registered on February 29, 2012 and the term is from March 1, 2012 to February 28, 2017. The projected yearly savings is approximately \$1.5 million.

This contract benefits City agencies in a multitude of areas. Bottleless units do not have exposed reservoirs like bottled water coolers where bacteria can enter and grow. POU water units are sealed which alleviates potential health issues. Switching to bottleless water filtration units eliminates the need for plastic water bottle disposal which decreases the City's carbon footprint. Agencies will gain office space that was previously allocated for water bottle storage. Additionally, agencies will save time on order processing and delivery coordination as well as reduce their administrative costs.

The GRM Information Management Services contract provides Off-Site Record Storage services. City agencies will have access to record services in a variety of environments including non-climate controlled, climate controlled and low temperature storage. The contract was registered on March 13, 2012 and the term is from March 16, 2012 to March 15, 2022. This contract offers significant savings from existing individual City agency contracts. The annual cost is \$0.72 per cubic foot and there is a \$ 0 charge for accession and transport of records to the GRM site.

The benefits of this contract include eAccess which is GRM's remote, web based, document and data inventory control service. GRM customers are able to manage offsite documents and data, pickups or deliveries through a wide range of features. GRM is one-stop shopping for all citywide storage needs. The utilization method is easy to use and agencies can

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process an order through the DCAS-DMSS Direct Order System.

The Enterprise Print Management (EPM) contract will enable the City to implement a comprehensive streamlined print management system. OCP anticipates registering this contract in the first quarter of Fiscal Year 2013. The term of the contract is five years with three one-year options to renew. When fully implemented, EPM services will result in an estimated 20%-30% cost reduction citywide with savings of approximately \$12-\$18 million annually.

This contract will simplify the procurement process and enable the City to reduce spending on devices, paper and toner. EPM will reduce costs to one price per impression (PPI). Currently, the City is paying between \$0.0178 and \$0.039 for black and white paper and between \$0.1159 and \$0.598 for color paper. EPM will reduce the City's carbon footprint and electrical consumption. City agencies will be able to reduce the number of print devices to reflect actual needs and improve knowledge of the location, utilization and associated cost of all print devices.

For more information about the contracts listed above, please contact Lester Spitler, Deputy Assistant Commissioner, at [lsplitler@dcas.nyc.gov](mailto:lsplitler@dcas.nyc.gov) or (212) 669-7803.

## **MRO Contracts**

In early May 2012, the Office of Citywide Purchasing (OCP) awarded three contracts for maintenance, repair and operational (MRO) supplies to Grainger, Fastenal and MSC Industrial. This is part of OCP's ongoing effort to increase and enhance its portfolio to include catalog contracts that provide a more strategic sourcing model for client agencies. The MRO contracts will save the City time and money by replacing approximately 900 agency purchases and 62 DCAS Storehouse contracts for electrical, plumbing, material handling and janitorial supplies.

The MRO contract period is for 5 years from June 1, 2012 to May 31, 2017. The Grainger contract is valued at \$2.7 million and is for catalog items falling under the categories of Plumbing and Janitorial Supplies. The Fastenal contract is valued at \$4.7 million and is for catalog items falling under the categories of Electrical and Material Handling Supplies. The MSC Industrial contract is valued at \$7.9 million and is for catalog items falling under the categories of Fasteners and Safety Supplies.

Utilization of the MRO contracts by client agencies will result in administrative, time and financial savings. MRO catalog contracts provide agencies with flexibility and variety in selecting the right items at competitive prices. Agencies can place orders easily and quickly through the DCAS Direct Order System and through the vendors' custom landing page, eliminating small purchases and reducing cycle time.

The MRO vendors' large inventory levels and supply chain network provide quick and efficient deliveries to help reduce and or eliminate inventory stockpiling and reduce associated carrying costs. Their catalogs eliminate the need to source multiple vendors and provide savings associated with

administrative costs and resources. The MRO vendors are environmentally conscious and will source green alternative products and implement waste reduction programs to comply with government mandates. In addition, they encourage supplier diversity by increasing purchases with small, diverse and local businesses and by creating close, long-term relationships that strengthen their supply chain.

OCP has formulated a comprehensive MRO implementation strategy which will ensure a smooth transition from the current model and existing contracts. The MRO vendors will also participate in open forum meetings for contract kick-off and account setup; and will actively participate in the upcoming Vendor Exhibition this September to increase awareness among agencies of the vast benefits of MRO and other strategic sourcing contracts. They have the resources to compile detailed data reports for the City to utilize in understanding and managing their expenditures and will provide the City with crucial logistic support in times of disasters and emergencies.

For more information, please contact Lester Spitler, Deputy Assistant Commissioner, at [lspitler@dcas.nyc.gov](mailto:lspitler@dcas.nyc.gov) or (212) 669-7803.

To view the MRO contracts, please click on the following links:

**Grainger:**

<http://nycrc/NYProcurement/DMSS/asp/RCDetails.asp?vContract=20121203286>

**Fastenal:**

<http://nycrc/NYProcurement/DMSS/asp/RCDetails.asp?vContract=20121203256>

**MSC:**

<http://nycrc/NYProcurement/DMSS/asp/RCDetails.asp?vContract=20121203271>

## **Pest Management Services**

On May 1, 2012, OCP awarded a five year citywide contract to Verrazano Exterminating Corp. of Mt. Sinai, NY for Integrated Pest Management Services. This contract will enable City agencies to have one central point of contact for all of their pest management needs. Verrazano Exterminating Corp is a New York City Certified Minority Owned Business Enterprise. The contract has an estimated value of \$10,325,536.00 and is effective through April 30, 2017. This contract is already being utilized by DCAS, FDNY, DOT, DEP, NYPD and CUNY.

DCAS is committed to encouraging Minority & Women Owned Business Enterprise (M/WBE) firms to compete for DCAS contracts. DCAS initiated collaboration with the Department of Small Business Services (SBS) prior to contract registration to ensure Verrazano's success. As a result, SBS has extended free one-on-one guidance to Verrazano to address a broad range of critical business issues faced by many small businesses such as managing growth. Since the registration of the contract, SBS is also offering Verrazano

assistance with securing capital through their NYC Business Solutions program to make certain that they have the staff and equipment required to meet the anticipated demand for service.

The benefits of this Integrated Pest Management Services contract are:

- Savings – The current average hourly rate for pest management services is approximately \$100. By leveraging the Citywide spend, OCP was able to secure a much lower hourly pricing of \$57.02 per hour for Integrated Pest Management Services and an average of \$61.24 per hour for bed bug remediation.
- Efficiency – Easy to use; simply process an order through the DCAS direct order system.
- Experience – Verrazano has over 30 years of experience in Integrated Pest Management Services.
- Environmental Awareness – Verrazano is Green Shield Certified by the IPM Institute of North America. Being Green Shield Certified means smarter, more effective pest control without unnecessary pesticide use. Certified companies and services solve the underlying cause of pest problems, providing lasting pest control. Green Shield Certified pest prevention approach is proven to be effective while reducing pesticide use. Certification is available for qualified pest control companies and services as well as for buildings and other facilities where Green Shield Certified standards are met. Green Shield Certified gives you the confidence of an independent, third-party verification while making it convenient to provide or receive a certified pest control service.

DCAS will monitor Verrazano Exterminating Corp. throughout the contract term to ensure that client agencies receive first class service.



## **Spotlight: David Taylor-Fink**

David Taylor-Fink is the newest addition to the Office of Citywide Purchasing as the Director of the Citywide Purchasing Card (P-card) program. David joined OCP this March as part of OCP's ongoing efforts to maximize savings, increase revenue and streamline efficiencies. He has been a city employee for the last fourteen years and holds a Masters in Public Administration from New York University and a Doctorate of Jurisprudence from Rutgers School of Law. David has a reputation as a go to person for implementing complex strategic initiatives.

Prior to joining DCAS, David worked at the Mayor's Office of Contracts

Services (MOCS) for six years. Initially, he joined MOCS as the Chief of Staff where he worked closely with the Director of MOCS on high priority initiatives. His job responsibilities included managing day-to-day office operations, supervising the Public Hearing Unit, Vendor Enrollment Center and Executive Support group, serving as chair of the City's Franchise and Concession Review Committee (FCRC) and spearheading special projects.

David then accepted the role as MOCS' Citywide P-card Administrator. A purchasing card, or "P-card," is an agency-issued credit card that facilitates quick processing of micro purchases. The P-card contract is a requirement contract. As P-card Administrator, David has worked with every Mayoral agency to introduce and support P-card use, including creating user guidelines, assisting agencies with expanding use, tracking spending usage, and researching best practices. Four years after the P-card program implementation, it was logical for the program to move to DCAS to maximize its potential and integrate it into new and updated purchasing systems such as eProcurement.

The long term goal of the program is to increase revenue or maximize revenue by streamlining development and oversight of the \$18.5 million City P-card program. The current contract expires in May 2013 and a new request for proposal (RFP) is currently in development. The current guidelines will be updated to reflect best practices and expanded use of the Bank's transaction monitoring application (called WORKS). This will enable users and other P-card stakeholders to view and better manage P-card transactions. In addition, David in his current role will conduct research to benchmark the City's program with other national programs and perform a purchase order cost analysis to determine what it costs to create a traditional purchase order versus making a purchase with a P-card. He will also develop a citywide website to share P-card resources while continuing to provide hands-on technical assistance and optimization opportunities. OCP will work with other DCAS units to integrate P-cards into existing systems and processes in addition to utilizing the P-card to purchase items off requirement contracts. Agencies will benefit as a result of moving from more traditional micro purchases spending to the streamlined Citywide P-card.

For further information on the Citywide Purchasing Card program, please contact David Taylor-Fink, Director of the Citywide Purchasing Card at [dtaylorfink@dcas.nyc.gov](mailto:dtaylorfink@dcas.nyc.gov) or (212) 669-8568.

*To submit a story idea, please contact Terrance Stroud at  
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