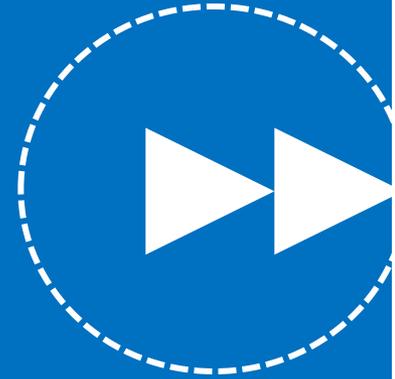


HHS ACCELERATOR

Overview

Office of the Deputy Mayor for Health & Human Services



**SPEEDING
PROCUREMENT
& INNOVATION**

NYC[®]
HHS Accelerator

NYC Client and Community Services

- Mayor Bloomberg is strongly committed to the Nonprofit Sector
- Providers, primarily nonprofits, deliver billions of dollars in services annually on behalf of NYC
- In April 2009, Mayor Bloomberg announced three initiatives to support the Nonprofit Sector
 - Provide Dedicated Support to Strengthen Nonprofit Management
 - Help to Reduce Nonprofit Organizations' Fixed Costs
 - Improve the City's Contracting Procedures to Help Nonprofits to Work with City Agencies



“As nonprofits face increasing challenges due to the economic downturn, it’s critical that the City take concrete steps to strengthen the sector and help it thrive.”

– Mayor Bloomberg April 6, 2009



NYC Agencies and Providers

85% of NYC's Client and Community Services are delivered by Providers selected through the competitive procurement process

Client and Community Services								
Agency	Fiscal 2012		Fiscal 2011		Fiscal 2010		Fiscal 2009	
	Count	Value	Count	Value	Count	Value	Count	Value
ACS	623	\$483,726,079	1,060	\$3,731,400,966	1,284	\$1,593,021,645	505	\$763,522,074
CJC	106	\$213,827,659	77	\$325,202,166	132	\$247,731,473	115	\$165,315,436
DFTA	1,533	\$257,728,261	1,484	\$168,830,926	1,714	\$322,686,771	1,787	\$264,987,060
DHS	147	\$1,165,011,650	164	\$997,711,759	180	\$478,700,446	198	\$555,526,537
DJJ					19	\$12,705,654	27	\$17,034,069
DOC	11	\$3,776,910	17	\$4,349,348	29	\$4,251,219	19	\$5,625,084
DOHMH	522	\$303,212,866	687	\$914,729,427	1,282	\$345,836,552	896	\$586,960,293
DOP	22	\$16,748,392	5	\$3,911,663	3	\$502,306	6	\$9,428,334
DSBS	120	\$48,418,596	141	\$73,626,525	157	\$36,026,344	139	\$41,700,748
DYCD	2,780	\$194,590,520	2,182	\$228,514,357	2,690	\$226,370,751	3,081	\$348,718,400
HPD	137	\$11,001,447	104	\$6,428,305	186	\$68,607,845	133	\$27,430,940
HRA	212	\$259,593,228	328	\$700,053,359	153	\$387,510,552	317	\$187,416,288
Total	6,213	\$2,957,635,609	6,249	\$7,154,758,800	7,831	\$3,725,016,658	7,229	\$2,973,712,263

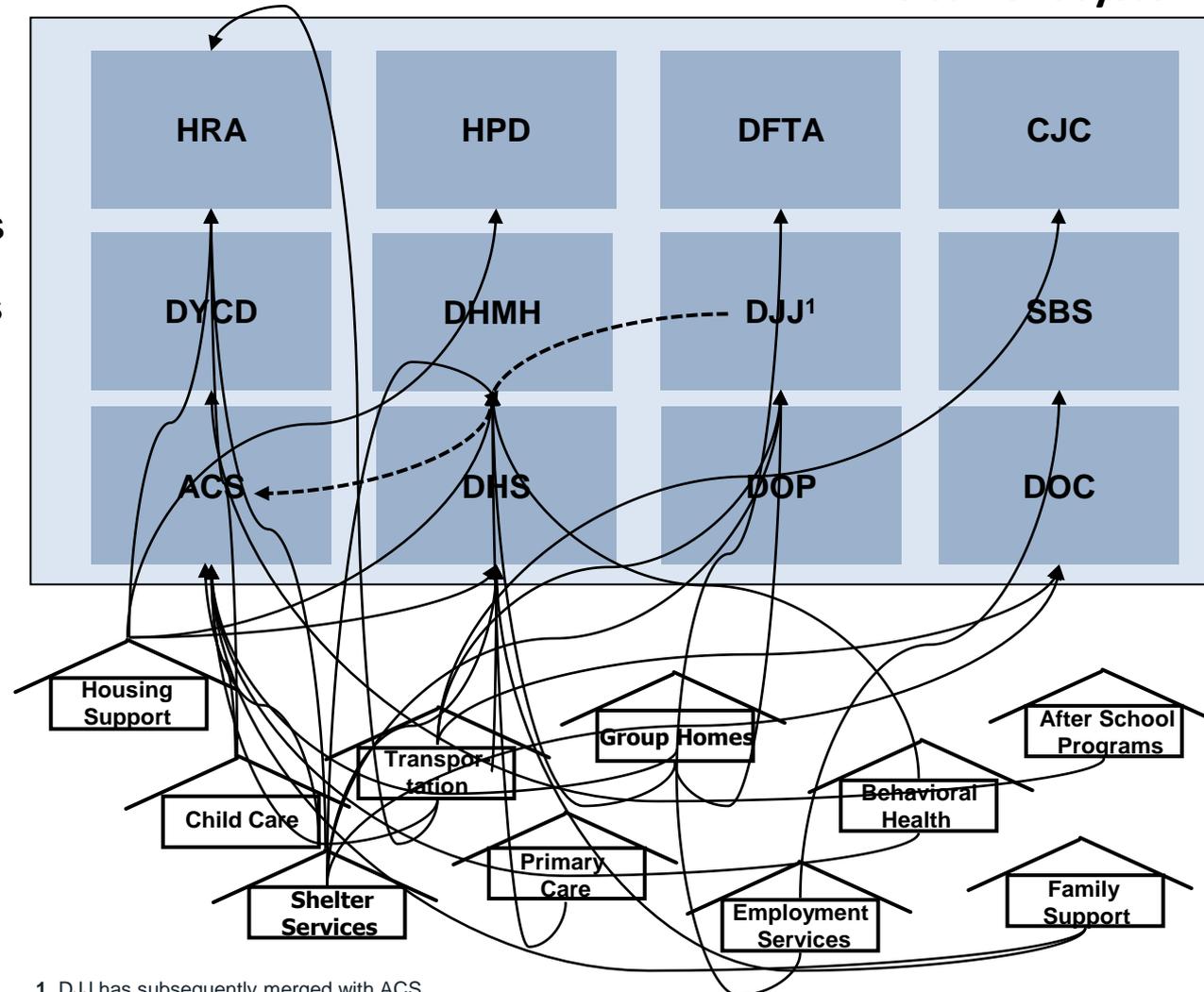
Source: Mayors Office of Contract Services, Annual Procurement Indicators, 2012 publication.



Complexity and Duplication

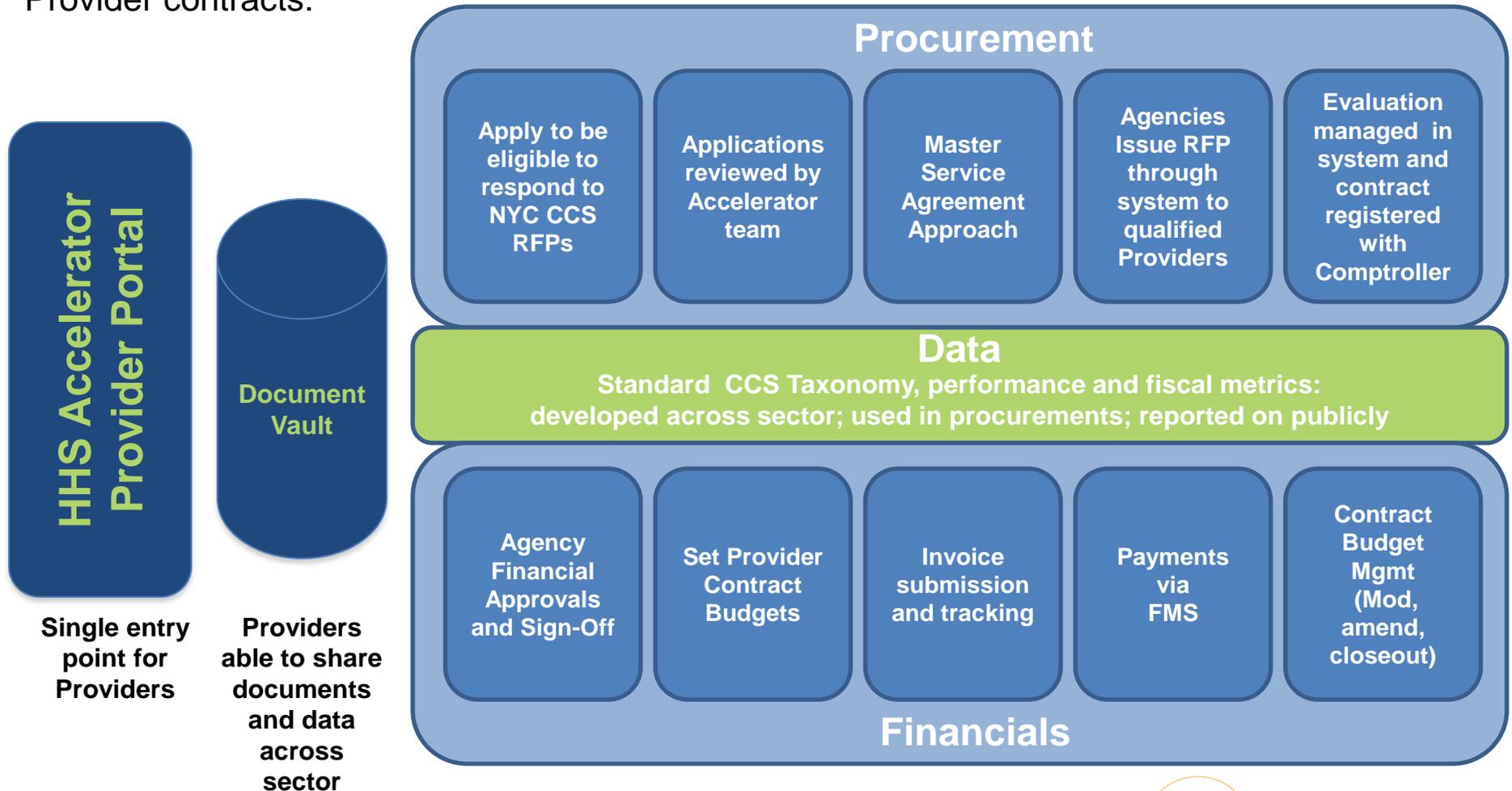
- 220 programs across 11 Mayoral Agencies
- Similar services purchased in the same neighborhoods
- Average of over 15 months from issuance of RFP to contract registration
- Decentralized, non-standard development of procurements, reimbursement rates, and service area framework
- Low capacity for cross-agency coordination, performance assessment and consistent rate payment.

The current system



HHS Accelerator System Overview

HHS Accelerator will centralize and IT-enable administrative portions of Procurement, through Prequalification and a Master Service Agreement approach and the Financial management of Provider contracts:



Document Vault

Examples of documents providers may store

Corporate Structure

- Annual Report
- Board List*
- Broker Certification
- Certificate of Incorporation
- Certificate of Insurance
- Certificate of Occupancy or Place of Assembly Permit
- Community Based Development Organization (CBDO) certification
- Community Housing Development Organization (CHDO) certification
- Corporate By-Laws
- Financial Signature Authorization
- IRS Determination Letter
- Lease or Rental Agreement
- Organizational Chart
- Reference Letters
- School Age Child Care (SACC) License
- Signature Authorization (authority to sign contracts)
- W9.

Financial Information

- A-133 Single Audit Report
- Independent Audit or CPA Review Report
- IRS Form 990
- Direct Deposit/Electronic Funds Transfer (EFT) Vendor Payment Enrollment Form.

Policy Documents

- Fiscal Manual
- Human Resources or Personnel Policy Manual
- Policy and Procedures Manual.

** Color indicates examples of required documents, as applicable, for HHS Accelerator Application compared to the more extensive list of document types providers may store.*



HHS Accelerator Application: Sections and Requirements



Client and Community Services (CCS) Catalog

What is the CCS Catalog?

- A classification framework for organizing the Client and Community Services delivered in the City of New York.

How will the CCS Catalog be used in the HHS Accelerator Application?

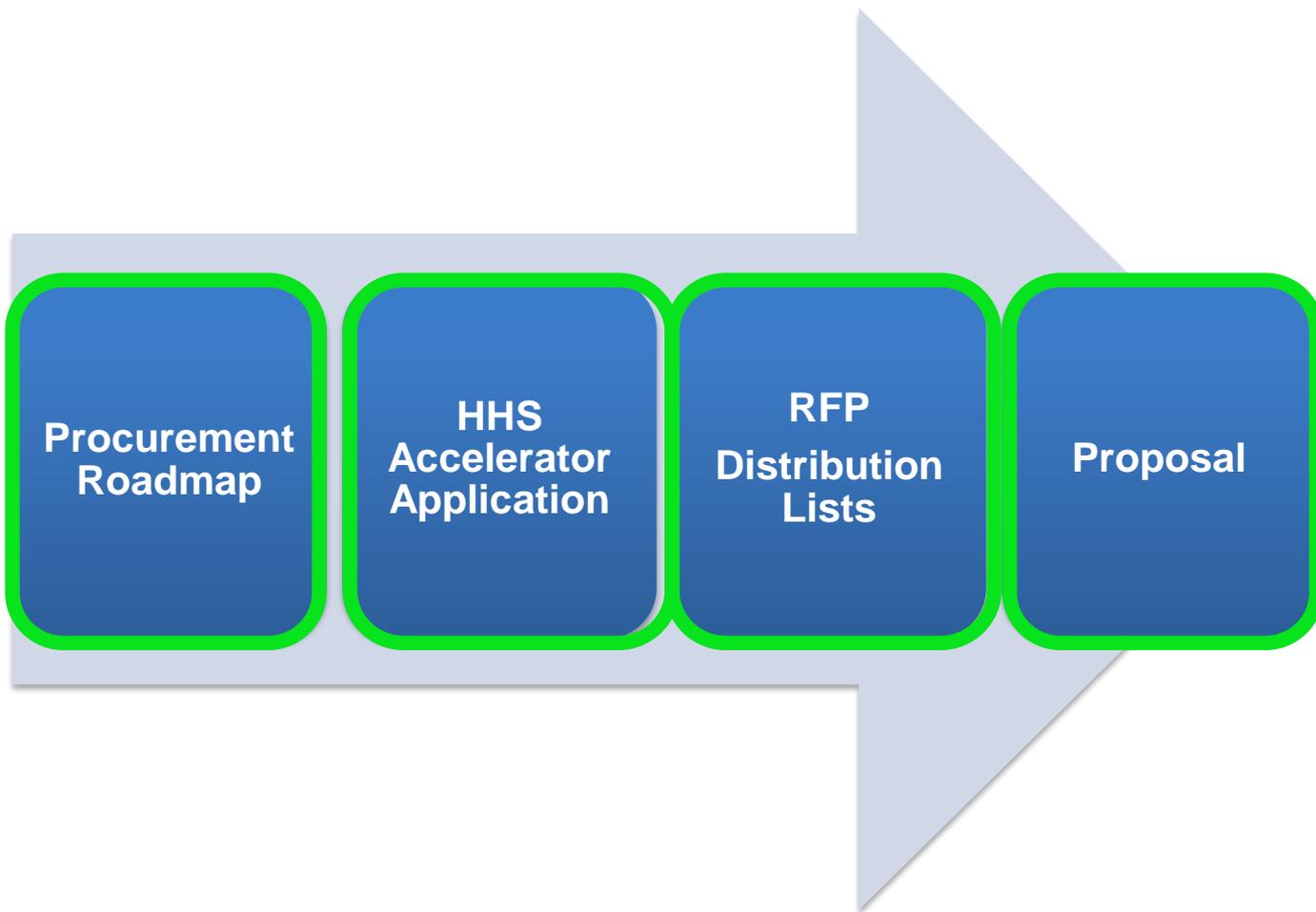
- **By City Agencies** to describe service capability qualifications for upcoming RFPs in the Procurement Roadmap
- **By Providers** to describe the services they offer in the HHS Accelerator Application in order to receive RFPs and learn about related service areas
- **By HHS Accelerator and Agencies** to create targeted RFP distribution lists of qualified providers.

What are the benefits of using the CCS Catalog?

- Provides a common terminology to describe programs, services and client populations
- Exposure to related service areas and new opportunities for providers
- Targeted RFP distribution lists for Agencies
- Meaningful data analysis for program mapping and potential partnerships.

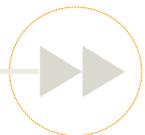


Client and Community Services (CCS) Catalog: Use in the Procurement Process

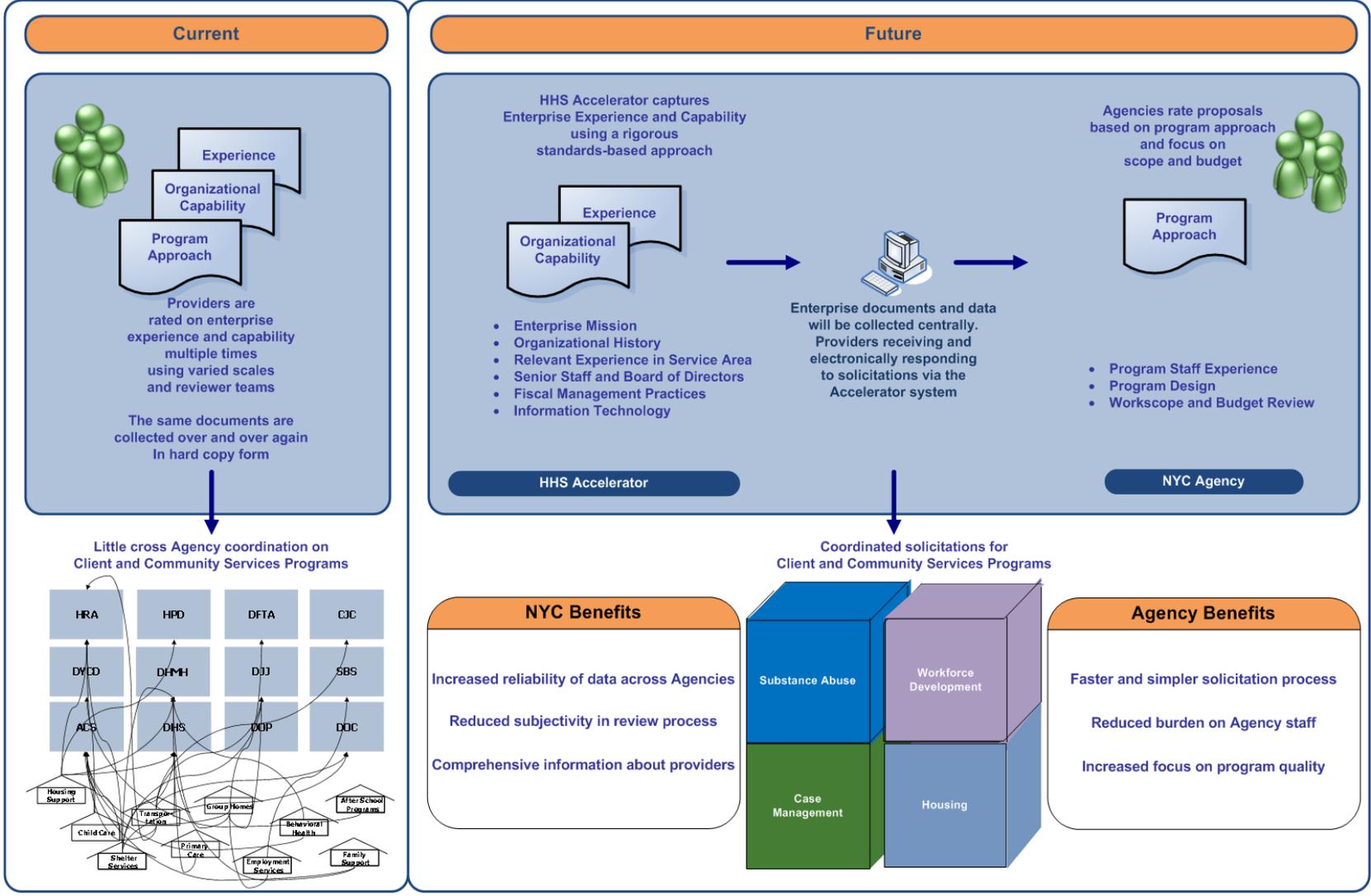


Client and Community Services (CCS) Catalog: Examples of Agency Program Elements

- The branches of the CCS Catalog contain activity-based service elements and modifying elements that are population-, geography-, language-, and setting-specific
- Unique combinations of services and their modifiers across all CCS Catalog branches make up the range of human service programs delivered in NYC
- Providers will only have to identify the services they provide to receive RFPs; service modifiers and program nuances will be specified in Agency solicitations
- At award, the City will record more detailed information about services for data analysis
- Examples of SYEP program elements across all branches shown here.



HHS Accelerator RFPs



Master Services Agreement Approach

Problem	Lack of central point of information for business relationships between City and Providers (decentralized with multiple contracts across programs/agencies)
Solution	<p>Master Service Agreement Approach:</p> <ul style="list-style-type: none">▪ Allows NYC and/or Providers to have a single place for an overview of all of their NYC business relationships▪ Simplifies subsequent procurements by focusing on scope of services▪ Establishes a standard human services contract template.
Delivery	Through IT system



Governance

Chair	Voting Members	Advisors	Partners	Project Leaders	
Deputy Mayor Linda I. Gibbs	ACS CJC DFTA DHS DOC DOHMH	DOP DYCD HPD HRA SBS	MOCS Law Department	OMB DOITT	HHS Accelerator Team

City Agency Leadership:
 Each Commissioner has designated a senior official from procurement and fiscal to participate. These liaisons meet at least monthly. They guide, provide feed back and prepare their Commissioners for the bi-monthly Executive Steering Committee meetings.

Nonprofit Leadership via the Strengthen Nonprofits Task Force
 A taskforce that meets quarterly to address ways to keep NYC's Nonprofit sector strong. Participants include:
 Archdiocese of NY*Asian American Federation*Black Equity Alliance*Blue Ridge Foundation*Cases*COFCCA*Community Resource Exchange*FPWA*Hispanic Federation*Hudson Guild*Human Services Council*Mayor's Fund to Advance NYC/Greater NY*NY Immigration Coalition* New York Community Trust*Nonprofit Finance Fund*Non Profit Coordinating Committee*Philanthropy NY*Public Health Solutions*SAYA*SCO Family of Services UJA Federation*United Neighborhood Houses*United Way of NYC

- **Agency Liaisons** help shape approach;
 - Contribute nuanced and in-depth knowledge of varied procurement, payment and oversight processes; and
 - Advise on content development for the initiative.
- **Providers** help to influence
 - Concepts
 - Content and Approach
 - Usability
 - Taxonomy/CCS Catalog
 - Design
 - Ongoing collaboration with hundreds of organizations.

Roadmap

