

# HHS ACCELERATOR

Office of the Deputy Mayor for Health & Human Services

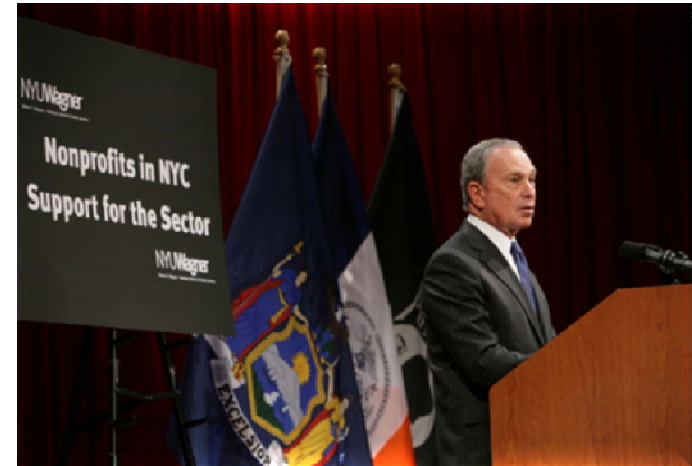


**SPEEDING  
PROCUREMENT  
& INNOVATION**

**NYC**<sup>®</sup>  
HHS Accelerator

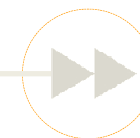
# NYC Client and Community Services

- Mayor Bloomberg remains strongly committed to the Nonprofit Sector
- Providers, primarily nonprofits, deliver over \$4B in services annually on behalf of NYC
- In April 2009, Mayor Bloomberg announced three initiatives to support the Nonprofit Sector
  - improving City contracting procedures
  - *Strengthening Nonprofits*
  - reducing costs



***“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**



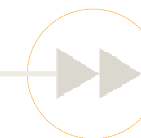
# NYC Agencies and Service Providers

Open Human Services contracts on 7.1.10

		Annual Value of Contract	Total # of Contracts	Total # of Providers
HHS	ACS	\$1,772,996,974	760	347
	DOHMH	\$684,562,631	584	344
	DHS	\$517,563,572	274	127
	HRA	\$411,572,894	220	131
	DFTA	\$270,133,301	623	172
	DOC	\$7,169,706	13	8
	PROB	\$3,464,250	3	3
	DJJ (ACS)	\$20,930,783	19	12
Outside DMHHS	CJC	\$196,952,137	78	34
	DYCD	\$264,290,278	1,464	309
	SBS	\$35,060,683	64	36
	HPD	\$21,424,983	64	41
<b>Total</b>		<b>\$4,206,122,192</b>	<b>4,166</b>	<b>1,123</b> <sup>1</sup>

NYC Agencies providing client and community services relied on **1,123** service providers to deliver **\$4B** of services through **4,166** contracts

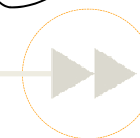
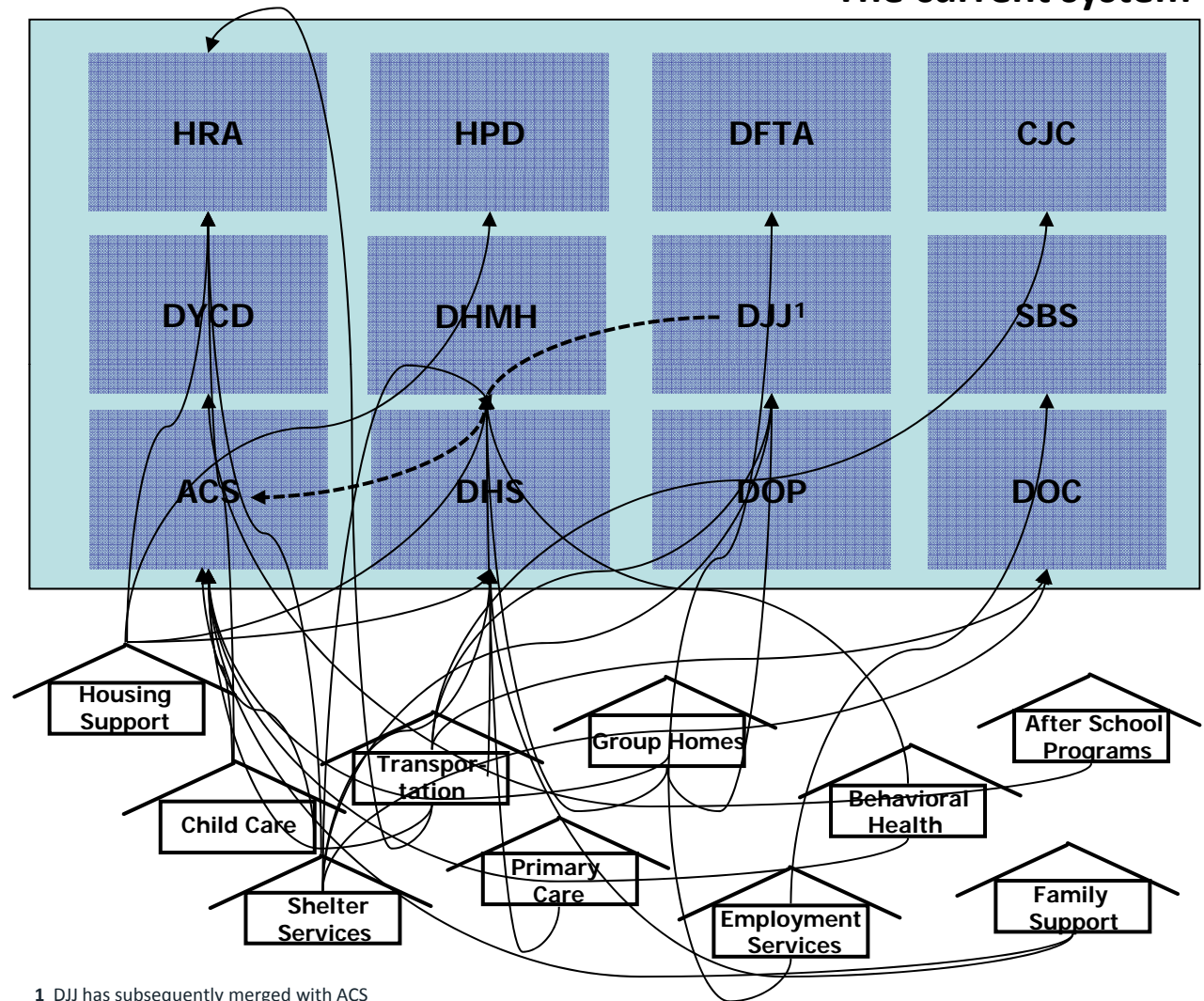
<sup>1</sup> Does not equal the sum of the providers by agency since some providers overlap with other agencies.



# 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

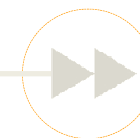


# Goals and Benefits of Accelerator

*Re-engineer the City's procurement process, contracting structure and post award actions to enable innovation among Client and Community Services providers*

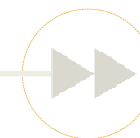
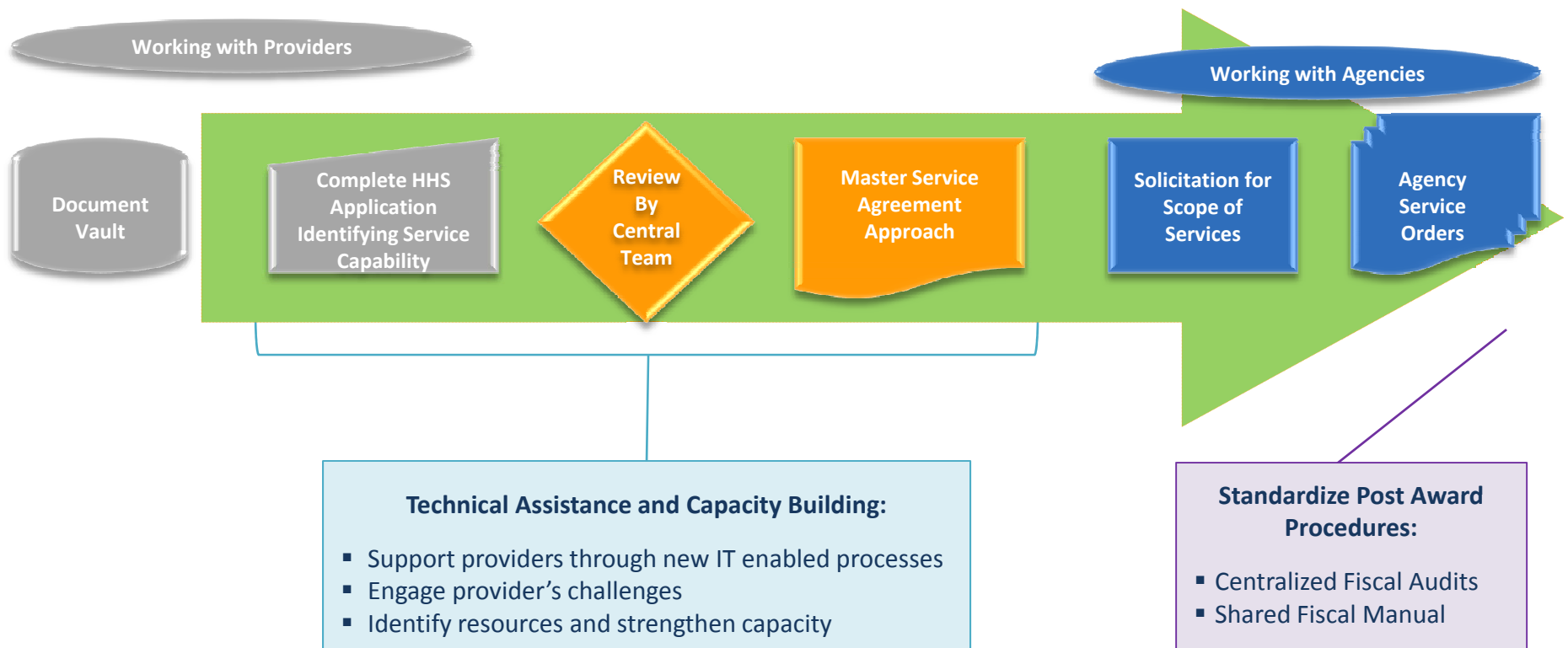
## Anticipated results:

- Make the procurement process faster and simpler
- Reduce redundant paper-based contracting burdens for Service Providers and Agencies, lowering administrative costs
- Strengthen and broaden the pool of Service Providers doing business with the City
- Leverage technology to streamline process and facilitate transparency
- Redeploy staff and resources from administrative functions to core mission activity



# HHS Accelerator Approach

In advance of competition, providers will submit information about their organization which will be reviewed by a central team. Solicitations will be issued electronically and providers will be able to submit proposals through the vault.



# Document Frequently Requested by Grantmakers

Examples of documents providers may store:

## Corporate Structure

- Annual Report
- Board List including officers and length of term
- 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

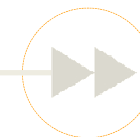
## Financial Information

- A-133, OMB Single Audit Report
- Board Approved Organization Budget
- CHAR500, Annual Filing for Charitable Organizations
- Direct Deposit/Electronic Funds Transfer (EFT) Vendor Payment Enrollment Form
- Independent Audit or Certified Public Account (CPA) Review Report
- IRS Form 990

## Policy Documents

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

**Through the Document Vault providers will be able to give Grantmakers and the City of New York access to select documents.**



# HHS Application Brings Efficiency to Procurement

## Current

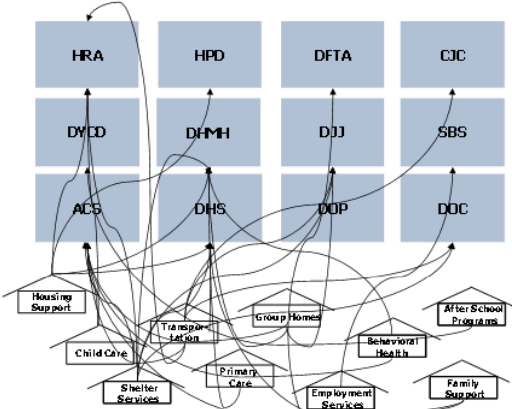


Providers are rated on enterprise experience and capability multiple times using varied scales and reviewer teams

The same documents are collected over and over again in hard copy form



Little cross Agency coordination on Client and Community Services Programs



## Future

HHS Accelerator captures Enterprise Experience and Capability using a rigorous standards-based approach



- Enterprise Mission
- Organizational History
- Relevant Experience in Service Area
- Senior Staff and Board of Directors
- Fiscal Management Practices
- Information Technology



Enterprise documents and data will be collected centrally. Providers receiving and electronically responding to solicitations via the Accelerator system

Agencies rate proposals based on program approach and focus on scope and budget



- Program Staff Experience
- Program Design
- Workscope and Budget Review

HHS Accelerator

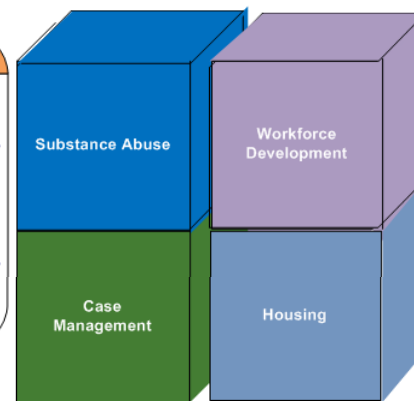
NYC Agency



Coordinated solicitations for Client and Community Services Programs

## NYC Benefits

- Increased reliability of data across Agencies
- Reduced subjectivity in review process
- Comprehensive information about providers

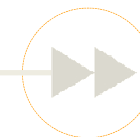
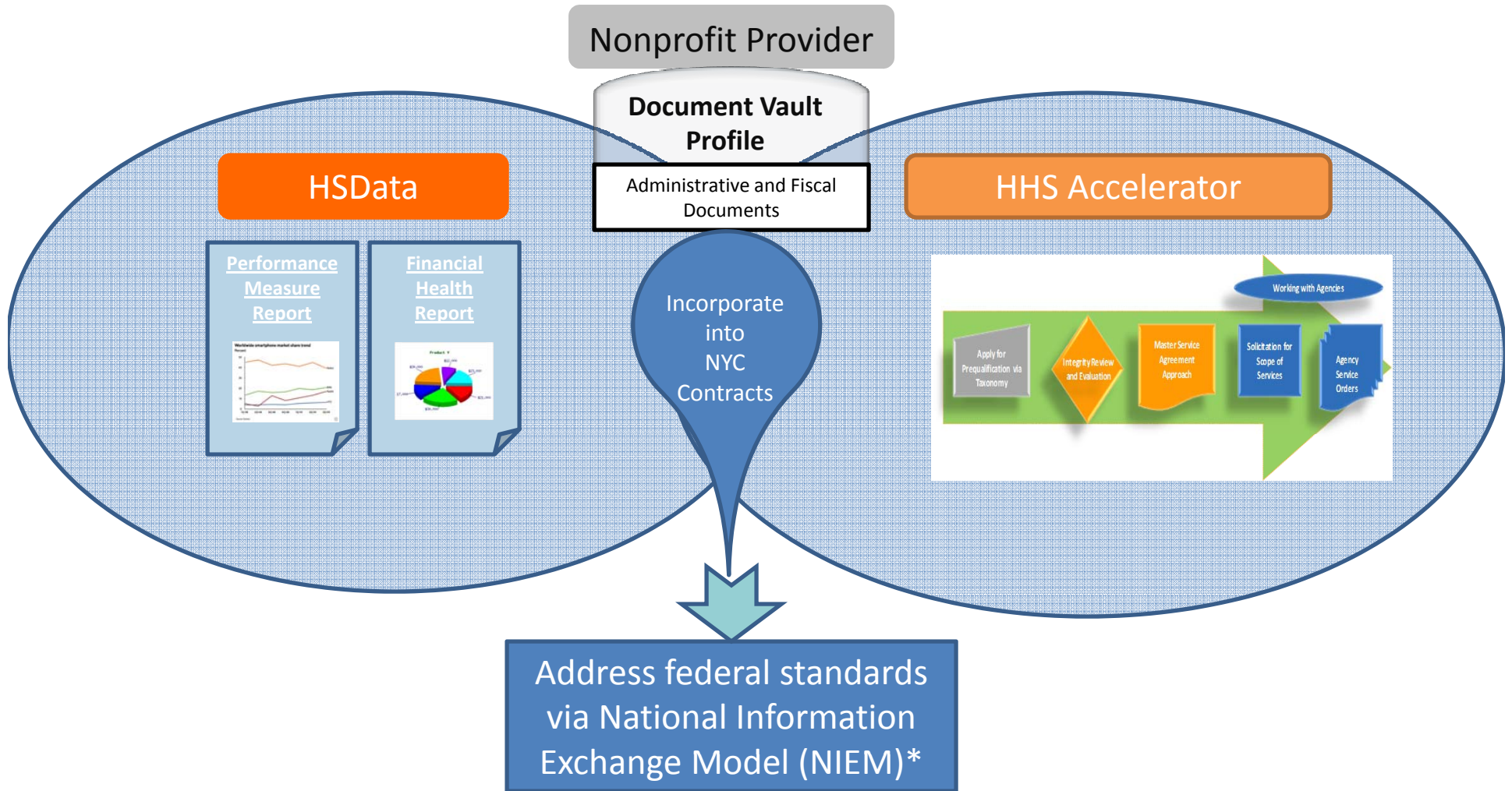


## Agency Benefits

- Faster and simpler solicitation process
- Reduced burden on Agency staff
- Increased focus on program quality



# Human Services Data Project (HSData)

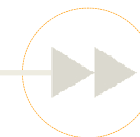


# Governance

Chair	Voting Members	Advisors	Partners	Project Leaders
Deputy Mayor Linda I. Gibbs	<p>ACS CJC DFTA DHS DOC DOHMH</p> <p>DOP DYCD HPD HRA SBS</p>	MOCS LAW	OMB DoITT/ HHS CIO	HHS Accelerator Team

Agency Liaison: Each Agency has designated a senior staff person to oversee and coordinate work from their Agency.

Nonprofit Leadership: Strengthen Nonprofits Task Force  
 Member Organizations represent the sector  
 Archdiocese of NY\*Asian American Federation\*Black Equity Alliance\*Blue Ridge Foundation of NYC\*Cases\*COFCCA\*Community Resource Exchange\*FPWA\*Hispanic Federation\*Hudson Guild\*Human Services Council\*Mayor’s Fund to Advance NYC/Greater NY\*New York Community Trust\*New York Immigration Coalition\*Non Profit Coordinating Committee\*Nonprofit Finance Fund\*Philanthropy NY\*Public Health Solutions\*SAYA\*SCO Family of Services\*UJA



# Contact Information

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