NYC Good Food Purchasing Program

Agency Action Plan

Department of Corrections (DOC)

2021 – 2023

PLAN OVERVIEW

FY19 STATUS
Baseline met: LOCAL ECONOMIES
Baseline met: NUTRITION

YEAR 1: FY21 2020-2021

GENERAL: Data Collection & Procurement Process
Work with DCAS and vendors to increase data completion.
Continue learning about GFPP best practices.
Finalize and adopt 3-year Action Plan.

LOCAL ECONOMIES
Build on Local Economies successes from past purchasing.
Plan for expanded Local Economies purchasing in next bid (FY23 contract).
Identify extra points to prioritize in future years.

ENVIRONMENTAL SUSTAINABILITY
Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).
Maintain maximum possible extra points in future years.

VALUED WORKFORCE
Achieve baseline
Meet baseline requirements and maintain or expand qualifying purchasing.
Identify extra points to prioritize in future years.

ANIMAL WELFARE
Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).
Identify extra points to prioritize in future years.

NUTRITION
Protect baseline status and identify opportunities for improvement.
Maintain extra points; identify two additional extra points to pursue for maximum extra points.

YEAR 2: FY22 2021-2022

GENERAL: Data Collection & Procurement Process
Work with DCAS to increase data completion.
Continue learning about GFPP best practices and opportunities.
Update 3-year Action Plan based on FY21 assessment and/or other learnings as needed.

LOCAL ECONOMIES
Build on Local Economies successes from past purchasing.
Plan for expanded Local Economies purchasing in future bids.
Pursue extra points identified for priority in Action Plan Y1/FY21.

ENVIRONMENTAL SUSTAINABILITY
Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

VALUED WORKFORCE

Maintain baseline requirements and expand qualifying purchasing.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ANIMAL WELFARE

Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

NUTRITION

Protect baseline status and identify opportunities for improvement.

Maintain extra points; achieve two additional extra points for maximum extra points.

YEAR 3: FY23 2022-2023

GENERAL: Data Collection & Procurement Process

Work with DCAS to increase data completion.

Continue learning about GFPP best practices and opportunities.

Prepare next 3-year Action Plan: FY24-FY26.

LOCAL ECONOMIES

Build on Local Economies successes from past purchasing.

Plan for maintained or expanded Local Economies purchasing in future bids.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ENVIRONMENTAL SUSTAINABILITY

Achieve baseline

Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

VALUED WORKFORCE

Maintain baseline requirements and protect or expand qualifying purchasing.

Pursue extra points identified for priority in Action Plan Y1/FY21.

ANIMAL WELFARE

Achieve baseline

Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Pursue extra points identified for priority in Action Plan Y1/FY21.

NUTRITION

Protect baseline status and identify opportunities for improvement.

Maintain maximum extra points.

KEY MILESTONES

Annual Milestones

The timelines below are generalized and may vary from year to year.

	Procurement Process	GFPP Assessment Process
July	New vendor contracts begin.	CGFP and DOC begin data collection process for previous year's assessment.
August		CGFP and DOC complete data collection, CGFP continues with assessment analysis process.
September		
October	DOC begins preparing specs for following year contract.	CGFP completes assessment and shares with agency.
November	DOC interprets learnings from recently completed assessment to inform analysis needed, menu updates, and updated item specs.	
December	Item specs/requisitions for following year submitted to DCAS.	
January	DCAS prepares and releases bid.	
February		
March	Bids due from vendors.	
April	DCAS bid assessment.	
May	DCAS bid assessment.	
June	Bid awards are made and contracts executed.	

YEAR 1: FY21
2020-2021

GENERAL: Data Collection & Procurement Process

FY19 Assessment Status   3% complete data, 22% partial data

FY21 Goal   Increase data completion

STRATEGY Work with DCAS and vendors to increase data completion.

Actions	Staff Responsible	Timeline
Implement expanded data reporting requirements for FY22 contract.	DCAS	By June 30

STRATEGY Continue learning about GFPP best practices.

Actions	Staff Responsible	Timeline
Participate in NYC inter-agency meetings for information sharing, best practices, and collaboration.	DCAS / DOC	Ongoing
Review resources made available by CGFP, including the GFPP Purchase Browser.	DCAS / DOC	Ongoing

STRATEGY Finalize and adopt 3-year Action Plan.

Actions	Staff Responsible	Timeline
Work with KK&P and the Center to develop and finalize this Action Plan	DCAS / DOC	By June 1

LOCAL ECONOMIES

FY19 Assessment Status   Baseline met (22% of 15%), 0 extra points

FY21 Goal   Demonstrate progress toward baseline

STRATEGY Build on Local Economies successes from past purchasing.

Actions		Staff Responsible	Timeline
	Implement NY-source requirement for items that were NY-source in past purchasing.	DCAS	By June 30
	Review KK&P "NY and Local Scoring Opportunity Scoping" memo to understand past successes and identify potential shifts within existing contracts.	DCAS / DOC	By July 15
	Explore opportunities to expand purchasing within existing contracts - focus on source origin from produce vendors Gargiulo and Plainfield.	DCAS	By July 15

STRATEGY Plan for expanded Local Economies purchasing in next bid (FY23 contract).

Actions		Staff Responsible	Timeline
	Begin considering and developing specs to expand Local Economies purchasing in next bid.	DOC	By June 30, ongoing
	Work with coalition partners to advertise solicitations with previously limited responses such as produce.	TBD	By June 30, ongoing

STRATEGY Identify extra points to prioritize in future years.

Actions		Staff Responsible	Timeline
	Review Local Economies available extra points to determine which extra points to prioritize in future years.	TBD	By June 30
	Consider opportunities for micro purchases from local and MWBE suppliers.	DOC	By June 30

ENVIRONMENTAL SUSTAINABILITY

FY19 Assessment Status Baseline not met (0% of 15%), 3 extra points (max)

FY21 Goal Determine strategy for pursuing baseline (spend vs. reduction).

STRATEGY Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).

Actions		Staff Responsible	Timeline
	Conduct menu and cost analysis to determine implications of spend strategy (increasing spend with qualified suppliers/items) vs. reduction strategy (4% reduction in animal products per meal). Note: Reduction strategy requires complete dataset to establish baseline.	DOC	By June 30
	Based on chosen strategy, begin developing specifications for new solicitations. Include specs to achieve additional baseline requirements: • 25% of animal products are raised without routine use of antibiotics • No seafood is rated "Avoid" by Seafood Watch	DOC	By June 30 and ongoing

STRATEGY Maintain maximum possible extra points in future years.

Actions		Staff Responsible	Timeline
	Affirm commitment to policies for extra points: Meatless Mondays, 100% compostable service items, no bottled water.	DOC	By June 30

VALUED WORKFORCE

FY19 Assessment Status   Baseline not met (13% of 5%), 2 extra points, outreach not yet taken by city.

FY21 Goal   Achieve baseline.

STRATEGY   Meet baseline requirements and maintain or expand qualifying purchasing.

Actions		Staff Responsible	Timeline
Maintain spend with qualifying vendors; expand purchasing if possible.		DCAS	By June 30
Follow citywide strategy for labor violations outreach (to be led/coordinated by MOFP).		TBD	By June 30

STRATEGY   Identify extra points to prioritize in future years.

Actions		Staff Responsible	Timeline
Review Valued Workforce available extra points to determine which extra points to prioritize in future years.		TBD	By June 30

ANIMAL WELFARE

FY19 Assessment Status   Baseline not met (0% of 15%), 0 extra points

FY21 Goal   Determine strategy for pursuing baseline (spend vs. reduction).

STRATEGY Determine and begin implementing strategy for pursuing baseline (spend vs. reduction).

Actions		Staff Responsible	Timeline
	Conduct menu and cost analysis to determine implications of spend strategy (increasing spend with qualified suppliers/items) vs. reduction strategy (15% reduction in animal products by spend). Note: Reduction strategy requires complete dataset to establish baseline.	DOC	By June 30
	Based on chosen strategy, begin developing specifications for new solicitations.	DOC	By June 30 and ongoing

STRATEGY Identify extra points to prioritize in future years.

Actions		Staff Responsible	Timeline
	Review Animal Welfare available extra points to determine which extra points to prioritize in future years.	TBD	By June 30
	Identify high-welfare egg and/or milk source and budget strategy to accommodate; ideal if sources also qualify for Local Economies and Environmental Sustainability standards.	TBD	By June 30
	Capture existing initiatives to move towards plant-forward menu items and related purchasing shifts.	DOC	By June 30

NUTRITION

FY19 Assessment Status Baseline met (83% of 51%), 3 extra points

- 50% whole/minimally processed
- 15% of meat is red/processed

FY21 Goal Maintain baseline.

STRATEGY Protect baseline status and identify opportunities for improvement.

Actions		Staff Responsible	Timeline
	Identify and consider strategies for protecting and maintaining baseline status.	DOC	By June 30
	Consider strategies for increasing whole/minimally processed and reducing red/processed meat; strategies to be implemented after achieving fully complete baseline dataset.	DOC	By June 30

STRATEGY Maintain extra points; identify two additional extra points to pursue for maximum extra points.

Actions		Staff Responsible	Timeline
	Review previously scored extra points; develop strategies as needed to protect those extra points.	DOC	By June 30
	Review additionally available Nutrition extra points to determine which extra points to prioritize and pursue in future years.	DOC	By June 30

YEAR 2: FY22
2021-2022

GENERAL: Data Collection & Procurement Process

FY22 Goal   Achieve 90% data completion

STRATEGY Work with DCAS to increase data completion.

Actions		Staff Responsible	Timeline
	Work with vendors to achieve improved data completion for FY21 assessment.	DCAS	July – August 2021
	Continue to include data reporting requirements in FY23 bids and contracts.	DCAS	Jan. – June, 2022

STRATEGY Continue learning about GFPP best practices and opportunities.

Actions		Staff Responsible	Timeline
	Participate in NYC inter-agency meetings for information sharing, best practices, and collaboration.	DCAS / DOC	Ongoing
	Partner with Coalition leadership to evaluate impact/success of identified initiatives/purchasing relationships.	DOC	By June 2022
	Review resources made available by CGFP.	DCAS / DOC	Ongoing

STRATEGY Update 3-year Action Plan based on FY21 assessment and/or other learnings as needed.

Actions		Staff Responsible	Timeline
	Based on new learnings and lessons, update and refine action plan to better reflect revealed opportunities and barriers.	DCAS / DOC	By February 2022

LOCAL ECONOMIES

FY22 Goal Maintain baseline score;
Achieve 3% MWBE spend

STRATEGY Build on Local Economies successes
from past purchasing.

Actions		Staff Responsible	Timeline
	Review successes from FY21 assessment; identify strategies for protecting and expanding Local Economies purchasing.	DCAS / DOC	By December 2021
	Protect relationships/menu items with qualifying suppliers.	DCAS / DOC	Ongoing

STRATEGY Plan for expanded Local Economies
purchasing in future bids.

Actions		Staff Responsible	Timeline
	Continue to consider and develop specs to expand Local Economies purchasing in FY23 contract (bid released early 2022).	DOC	By December 2021
	Begin to identify and consider potential improvements for FY24 contract (specs submitted to DCAS late 2022).	DOC / DCAS	By June 2022

STRATEGY Pursue extra points identified for
priority in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
	Develop and implement strategies to pursue extra points identified for priority.	TBD	By June 2022
	Expand micro purchases from local and MWBE suppliers; report out to other agencies.	DOC	By June 2022

ENVIRONMENTAL SUSTAINABILITY

FY22 Goal   Demonstrate progress toward baseline;
                             Stretch goal: 5% Qualifying Spend, 25% RWRAU

STRATEGY Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Actions		*Staff Responsible*	*Timeline*
	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	DOC	By December 2021
	Continue developing and finalize specifications for new solicitations. Include specs to achieve additional baseline requirements: • 25% of animal products are raised without routine use of antibiotics • No seafood is rated "Avoid" by Seafood Watch	DOC	By December 2021

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

Actions		*Staff Responsible*	*Timeline*
	Develop and implement strategies to pursue extra points identified for priority.	DOC	By June 2022

VALUED WORKFORCE

FY22 Goal   Maintain baseline

STRATEGY Maintain baseline requirements and expand qualifying purchasing.

Actions		Staff Responsible	Timeline
Determine if purchases with qualifying suppliers can be expanded within current constraints; expand purchasing if so.		DCAS	By June 2022
Follow citywide strategy for labor violations outreach (to be led/coordinated by MOFP).		TBD	By June 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
Develop and implement strategies to pursue extra points identified for priority.		TBD	By June 2022

ANIMAL WELFARE

FY22 Goal
Demonstrate progress toward baseline;
Stretch goal: 5% Qualifying Spend

STRATEGY Develop and pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	DOC	By December 2021
	Continue developing and finalize specifications for new solicitations.	DOC / DCAS	By December 2021

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
	Develop and implement strategies to pursue extra points identified for priority.	TBD	By June 2022

NUTRITION

FY22 Goal   Maintain baseline;
Maintain 50% or greater Whole/Minimally
Processed, Maintain 15% or lower Red/Processed
Meat

STRATEGY   Protect baseline status and identify
opportunities for improvement.

Actions		Staff Responsible	Timeline
	Identify and consider strategies for protecting and maintaining baseline status.	DOC	By December 2021
	If full baseline dataset has been achieved, implement strategies for increasing whole/minimally processed and reducing red/processed meat.	DOC	By December 2021

STRATEGY   Maintain extra points; achieve two
additional extra points for maximum
extra points.

Actions		Staff Responsible	Timeline
	Review previously scored extra points; develop strategies as needed to protect those extra points.	DOC	By December 2021
	Pursue additional extra points to achieve maximum extra points in Nutrition category.	DOC	By June 2022

YEAR 3: FY23
2022-2023

GENERAL: Data Collection & Procurement Process

FY23 Goal Achieve 100% data completion

STRATEGY Work with DCAS to increase data completion.

Actions		Staff Responsible	Timeline
	Work with vendors to achieve improved data completion for FY22 assessment.	DCAS	July – August 2022
	Continue to include data reporting requirements in FY24 bids and contracts.	DCAS	January – June, 2023

STRATEGY Continue learning about GFPP best practices and opportunities.

Actions		Staff Responsible	Timeline
	Participate in NYC inter-agency meetings for information sharing, best practices, and collaboration.	DCAS / DOC	Ongoing
	Review resources made available by CGFP.	DCAS / DOC	Ongoing

STRATEGY Prepare next 3-year Action Plan: FY24-FY26.

Actions		Staff Responsible	Timeline
	Work with available resources to develop next 3-year Action Plan informed by learnings of this Action Plan.	DOC / DCAS	By June 2023
	Review citywide goals (e.g. 10-year plan and citywide GFPP goals) to ensure alignment.	DOC / DCAS	By June 2023

LOCAL ECONOMIES

FY23 Goal
Maintain baseline score
Maintain or expand 3% MWBE spend

STRATEGY Build on Local Economies successes from past purchasing.

Actions		Staff Responsible	Timeline
	Review successes from FY22 assessment; identify strategies for protecting and expanding Local Economies purchasing.	DCAS / DOC	By December 2022
	Protect relationships/menu items with qualifying suppliers.	DCAS / DOC	Ongoing

STRATEGY Plan for maintained or expanded Local Economies purchasing in future bids.

Actions		Staff Responsible	Timeline
	Continue to consider and develop specs to expand Local Economies purchasing in FY24 contract (bid released early 2023).	DOC	By December 2022
	Begin to identify and consider potential improvements for FY25 contract (specs submitted to DCAS late 2023).	DOC / DCAS	By June 2023

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
	Develop and implement strategies to pursue extra points identified for priority.	TBD	By June 2023
	Expand micro purchases from local and MWBE suppliers; report out to other agencies.	DOC	By June 2023

ENVIRONMENTAL SUSTAINABILITY

FY23 Goal   Achieve baseline

STRATEGY Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Actions		*Staff Responsible*	*Timeline*
Actions	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	DOC	By December 2022
	Continue to develop specifications for new solicitations to protect and expand baseline achievement.	DOC	By December 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

Actions		*Staff Responsible*	*Timeline*
Actions	Continue to implement strategies to pursue extra points.	DOC	By June 2023

VALUED WORKFORCE

FY23 Goal   Maintain baseline

STRATEGY Maintain baseline requirements and protect or expand qualifying purchasing.

	Staff Responsible	Timeline
Actions Determine if purchases with qualifying suppliers can be expanded within current constraints; expand purchasing if so.	DCAS	By June 2023
Follow citywide strategy for labor violations outreach (to be led/coordinated by MOFP).	TBD	By June 2023

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

	Staff Responsible	Timeline
Actions Continue to implement strategies to pursue extra points identified for priority.	TBD	By June 2023

ANIMAL WELFARE

FY23 Goal   Achieve baseline

STRATEGY Continue to pursue strategies and actions based on baseline strategy selected in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
	Based on chosen strategy, identify potential wins/strategies within existing contracts and purchasing opportunities.	DOC	By December 2022
	Continue developing and finalize specifications for new solicitations.	DOC	By December 2022

STRATEGY Pursue extra points identified for priority in Action Plan Y1/FY21.

Actions		Staff Responsible	Timeline
	Continue to implement strategies to pursue extra points identified for priority.	TBD	By June 2023

NUTRITION

FY23 Goal

Maintain baseline;
Maintain 50% or greater Whole/Minimally Processed, Maintain 15% or lower Red/Processed Meat

STRATEGY Protect baseline status and identify opportunities for improvement.

Actions		Staff Responsible	Timeline
	Identify and consider strategies for protecting and maintaining baseline status.	DOC	By December 2022
	If full baseline dataset has been achieved, implement strategies for increasing whole/minimally processed and reducing red/processed meat.	DOC	By December 2022

STRATEGY Maintain maximum extra points.

Actions		Staff Responsible	Timeline
	Review previously scored extra points; develop strategies as needed to protect those extra points.	DOC	By December 2022