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Int. No. 510-A

By Council Members Won, Stevens, Wong, Louis, Lee and Dinowitz

A Local Law to amend the administrative code of the city of New York, in relation to an online public procurement interface

Be it enacted by the Council as follows:

Section 1. Chapter 1 of Title 6 of the administrative code of the city of New York is amended by adding a new section 6-150 to read as follows:

§ 6-150 Online public procurement interface. a. Definitions. For the purposes of this section:

Contract. The term "contract" means any agreement, purchase order or instrument whereby an agency whose head is appointed by the mayor is committed to expend or does expend funds in return for goods, professional services, standard services, or construction.

Procurement. The term "procurement" means the process by which an agency whose head is appointed by the mayor solicits and awards a contract.

b. The city chief procurement officer shall ensure that one or more searchable and publicly accessible online interfaces provide information about each procurement that exceeds the small purchase limits as set pursuant to the authority and procedure set forth in subdivision a of section 314 of the charter, including but not limited to the following types of information, where applicable, practicable and available:

1. a contracting process identifier;

2. the name and point of contact of the purchasing agency;

3. prior to a solicitation, a summary outlining the anticipated requirements of the procurement, to the extent such information is available, including:

(a) the purpose of the procurement;

(b) the anticipated procurement method;

(c) the proposed term of the contract;

(d) the anticipated procurement timelines, including, but not limited to, the anticipated start date for new contracts, anticipated solicitation release date, and approximate submission deadline for bids or proposals; and

(e) the estimated procurement value and anticipated number of contracts to be awarded.

4. upon publication of a solicitation document, a summary of such document, including:

(a) the procurement method;

(b) the category of industry for which the procurement is made;

(c) a description in plain language of the scope of goods or services to be procured;

(d) the submission method and period for bids or proposals;

(e) the eligibility criteria;

(f) the evaluation and award criteria;

(g) the estimated start date and scheduled completion date of the contract; and

(h) the date of publication of any addendum to the solicitation document and the reason for such addendum.

5. upon award of a contract, a summary of such contract, including:

(a) the industry of the contract;

(b) the contractor's legal name;

(c) a description in plain language of the scope of goods or services to be provided pursuant to the contract;

(d) the method of award of the contract;

(e) the maximum expenditure authorized under the contract; and

(f) the anticipated start date and anticipated completion date of the contract.

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6. upon completion of a contract or at periodic intervals determined by the city chief procurement officer, a summary of expenditures pursuant to such contract, including:

(a) the total amount expended during the contract term; and

(b) the legal names of any subcontractors utilized during the contract term, and the scope of work and value of each subcontract.

c. The city chief procurement officer may determine the format, structure, and organization of the online interfaces to ensure compatibility with existing procurement systems and future technological upgrades.

d. Information required by this section shall be published in the appropriate online interface within 30 days of the occurrence of the relevant procurement event, except that information required by paragraph 3 of subdivision b shall be published no later than 15 days prior to the release of a solicitation document, to the extent such information is available.

e. The city chief procurement officer may direct that specific information that would otherwise be required to be published by subdivision b of this section be omitted from the online interface where such officer determines that publication of such information would compromise public safety, reveal confidential information, or interfere with a law enforcement investigation.

§ 2. This local law takes effect 180 days after it becomes law.

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