

CITY OF NEW YORK

MINORITY AND WOMEN-OWNED BUSINESS ENTERPRISE (M/WBE) PROGRAM

First, Second and Third Quarters of Fiscal Year 2024

Compliance Report covering July 1, 2023 – March 31, 2024

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Contents

Introduction	3
Expanding the Base of Certified Firms	3
Emerging Business Enterprise Program	4
Locally-based Enterprise Program	5
Selling to Government	5
Capacity Building	7
<i>Bond Readiness</i>	7
<i>Bonding Services</i>	7
<i>M/WBE Contract Legal Services</i>	8
<i>M/WBE Mentors Program</i>	8
<i>NYC Construction Ramp-Up Program</i>	8
<i>Contract Financing Loan Fund</i>	8
Program Compliance	9
Qualified Joint Venture Agreements	9
Prime Contract M/WBE Utilization	10
Prime Contracts with M/WBE Participation Goals	12
Subcontract M/WBE Utilization	12
Waivers	13
Large-Scale Procurement Approvals	14
Complaints, Modifications and Noncompliance	15

Introduction

Mayor Adams continues to highlight and build on his mission to move New York City forward stronger than ever before, ensuring that every small business can succeed when the work we do is centered on equity. In particular, the city is aggressively pursuing an increase in M/WBE utilization in public procurement, totaling over \$40 billion¹ annually, helping M/WBEs increase their capacity to win larger contracts and taking the challenge head-on of the ‘disparity within the disparity’ in city contracting.²

This report summarizes program activity, prime contract, and subcontract utilization data for city-certified Minority and Women-Owned Business Enterprises (M/WBEs), Emerging Business Enterprises (EBEs), and Locally-based Enterprises (LBEs), as well as additional data specified in Section 6-129(l) of the New York City Administrative Code. The reporting period covers activity during the first three quarters of Fiscal Year 2024 (July 1, 2023 – March 31, 2023) and is jointly submitted by the Director of the Mayor’s Office of Contract Services (MOCS), as City Chief Procurement Officer, and by the Commissioner of the Department of Small Business Services (SBS). The city’s M/WBE program is led by Sheena Wright, First Deputy Mayor and Citywide M/WBE Director, and is administered in partnership with the Chief Business Diversity Officer, Michael Garner, the Mayor’s Office of M/WBEs (OM/WBE), SBS, and MOCS.

As further expanded upon in the report, during the first three quarters of FY 2024 (July 1-March 31, 2023), M/WBEs were awarded over \$677 million in prime contracts subject to the M/WBE program and over \$270 million in eligible subcontracts. The city achieved a combined prime and subcontract utilization of 30%.

Expanding the Base of Certified Firms

SBS continues to increase the participation of M/WBE firms in city contracting by expanding the base of certified businesses. During the certification process, a company’s ownership and management structure is thoroughly reviewed to ensure the applicant performs the key functions of the business. The NYC Online Certification Portal (<https://sbsconnect.nyc.gov/>) allows M/WBE firms to certify and recertify online, check the status of applications, and update their business profiles to better promote

¹ “2023 Citywide Indicators Report”. Released October 2023. [Citywide Indicators Report | MOCS \(nyc.gov\)](#)

² “Rebuild, Renew, Reinvent: A Blueprint for New York City’s Economic Recovery”. Released March 10, 2022.

<https://www1.nyc.gov/assets/home/downloads/pdf/office-of-the-mayor/2022/Mayor-Adams-Economic-Recovery-Blueprint.pdf>

themselves to buyers. During the reporting period, SBS conducted 41 certification workshops attended by 907 businesses.

Partners help extend the reach of SBS certification outreach efforts. In addition to SBS's own Certification Team, businesses can receive assistance in applying for certification from the community-based groups that comprise the New York City Council-funded M/WBE Leadership Associations and the SBS network of Business Solutions Centers located throughout the five boroughs. This helps to ensure higher quality applications, making the submission and the certification review process easier and simpler. Between July 2023 and March 2024, SBS certified 906 new M/WBEs and recertified 1,082 M/WBEs, bringing the total number of city-certified companies in the reporting period to 11,625 . Partners also help support the business growth of M/WBEs with marketing workshops, networking events, and business development services. During the reporting period, SBS collaborated with local development corporations, trade associations, industry membership organizations, and local chambers of commerce on 50 events to spread the word about the benefits of certification and the range of capacity-building services available citywide to help businesses grow.

Emerging Business Enterprise Program

Local Law 12 of 2006 created the Emerging Business Enterprise (EBE) program, directed at expanding procurement opportunities to disadvantaged businesses. Although similar outreach approaches and capacity-building initiatives were, and continue to be, undertaken by SBS to successfully implement the M/WBE and EBE programs (SBS often targets potential M/WBE and EBE groups simultaneously), the outcomes of such measures are quite different. Like the federal Disadvantaged Business Enterprise (DBE) program, eligibility for EBE certification under the city's program requires that applicants satisfy a two-prong test of economic and social disadvantage. Where social disadvantage is presumed for M/WBEs and further evaluation of social or economic disadvantage criteria is not required for those individuals, the city's program criteria rely on individual and specific determinations of an applicant's disadvantage. As of March 31, 2024, there were 33 certified EBE companies. Unlike the M/WBE program, limited participation in the EBE program has made it difficult for city agencies to set goals on contracts. During the reporting period, 3 EBEs were awarded subcontracts in the amount of \$1,128,435.00. SBS continues to strive towards increasing participation in the EBE program through a wide range of outreach efforts regularly conducted with businesses and community partners. Once increased participation in the EBE program is achieved, city agencies will have sufficient availability of certified EBE firms needed to set feasible contract goals.

Locally-based Enterprise Program

Although the Locally-based Enterprises (LBE) program is not referenced in Administrative Code §6-129, LBE is a certification category administered by SBS, and the applicability of the LBE program in city procurement is impacted by the M/WBE program. As set forth in Administrative Code §6-108.1, the LBE program is designed to promote the growth of small construction firms through greater access to contracting opportunities with the city. Generally, the program requires agencies to utilize LBEs as a prime or subcontractor on specific construction contracts. However, the number of contracts subject to the LBE program has substantially decreased in recent years due to other goal-setting programs established by the city, state, and federal governments. Under the LBE program rules, contracts are excluded from the program if they are federally, or state-funded and subject to their requisite goal programs. Federally funded construction projects are generally subject to the DBE program, and state-funded contracts are subject to other goals and requirements as well, including Article 15-A of the New York State Executive Law. As many city construction contracts are federally and state-funded and subject to subcontracting goals under those programs, they are not covered by the LBE program. With the creation of the city's M/WBE program, M/WBE subcontracting goals are applied to city-funded construction contracts in lieu of LBE goals. Accordingly, this further limits the applicability of the LBE requirements.

As of March 31, 2023, there were a total of 19 LBE certified firms. Many of our LBEs are also certified as M/WBEs and can be considered for subcontracting opportunities on city construction projects with M/WBE goals. During the reporting period, 1 LBE was awarded a subcontract in the amount of \$365,000.00.

Selling to Government

SBS offers selling to government services that help M/WBEs navigate the city's procurement system. Services are provided through a combination of workshops and one-on-one assistance. To be an effective bidder on city contracts, M/WBEs must understand the city's procurement rules and how to respond to solicitations. M/WBEs must also maintain the most up-to-date information on their profile in the SBS Online Directory of Certified Businesses (www.nyc.gov/buycertified) and other city procurement systems. In the first three quarters of FY24, SBS held 80 workshops with a total of 3,597 registrants for these events to help M/WBEs build knowledge and understanding of the city's

procurement rules, procurement portals, how to effectively respond to solicitations, and best practices in contract management.

Also, during the reporting period, 994 firms were supported through 1,626 instances of one-on-one technical assistance for submitting the most competitive bids and proposals, navigating government procurement, and successfully performing on contracts with the city.

In partnership with The Black Institute and the Office of City Council Speaker Adrienne Adams, SBS' BE NYC hosted the Melanin Summit on August 8, 2023, which was focused on connecting M/WBEs with financing through CDFIs. Over 200 attendees participated (in person and virtually) along with 12 CDFIs who participated in panel discussions and tabling. Additionally, BE NYC hosted 2 M/WBE-related events – “The ABCs of Contracting with NYCPS” and “Legal Services Program Kickoff” – within the reporting period, with over 43 people in attendance.

On October 2nd, SBS hosted the 2023 Citywide M/WBE Procurement Fair at the Barclays Center, convening a record number of M/WBEs under one roof. The Adams administration announced over \$6 billion in contracts awarded by city agencies and affiliated entities to M/WBEs in the first full fiscal year of the administration. Deputy Mayor Sheena Wright, Deputy Mayor Maria Torres-Springer, SBS Commissioner Kevin D. Kim, Director Lisa Flores, Chief Business Diversity Officer Michael Garner and Greg Bishop of the Brooklyn Social Justice Fund delivered remarks about continued plans to help M/WBEs succeed. In addition to the well over 1,200 M/WBEs in attendance, a record number, 89 exhibitors including city and state agencies, financial lenders, and other public and private partners also participated. The fair offered 10 opportunity rooms featuring panels and workshops to connect M/WBEs with various opportunities and resources from city agencies including NYC Public Schools, NYC Office of Technology and Innovation, NYC Department of Citywide Administrative Services, NYC Department of Transportation, NYC Department of Design & Construction, NYC Housing Preservation & Development, and the Mayor's Office of Contract Services.

During the reporting period, SBS, in partnership with OMWBE, MOCS and the Bronx Borough President's office, hosted its first M/WBE Borough Forum of the year in the Bronx at Hostos Community College on February 6, 2024. In attendance were 155 minority and women entrepreneurs and business owners, and 20 city agencies and partners sharing current and upcoming contracting opportunities and the range of resources available to minority and women-owned businesses.

SBS also works with the New York City Council through the M/WBE Leadership Associations to provide certified firms with more capacity-building services, such as help applying for loans and surety bonds, preparing bids and proposals, and marketing to both the public and private sectors. In the reporting period, member organizations sponsored 49 events, provided 1,718 one-on-one assistance sessions, assisted with 75 loan applications, and awarded 62 loans to M/WBEs.

Capacity Building

In addition to the requirement that the city finds vendors responsible, state law also requires that most contracts be awarded to the lowest responsive bidder or the best proposer. SBS has worked aggressively to expand opportunities for minority and women-owned firms by connecting them to a comprehensive range of programs that provide procurement technical assistance and capacity building support, as well as other resources to help them navigate and compete in the public procurement marketplace.

SBS administers a set of capacity-building programs and services for M/WBEs and small businesses that are designed to help firms better bid on, win, and perform on city contracts.

Bond Readiness provides certified construction and trade companies with financial and project management skills to help them secure or increase surety bonds necessary to compete on city contracts. The program offers a 12-session cohort conducted over 24 weeks that provides classroom instruction, agency participation, training, and one-on-one assistance, as well as introductions to a network of surety agents. Firms are encouraged to bid on city contract opportunities where appropriate, while applying for pre-approval for bonding during the program. During the reporting period, 40 firms were accepted into the FY2024 (14th) cohort and participated in 162 cohort technical assistance counseling sessions.

Bonding Services provides certified construction and trade companies with access to six-hour QuickBooks for Construction clinics, webinars, and one-hour one-on-one bonding assistance sessions to assist firms with organizing their bookkeeping and accounting practices, preparing applications for bonding, and understanding surety bond application preparation concepts, respectively, to compete for larger city contract opportunities. During the reporting period, there were

5 QuickBooks for Construction clinics with 106 participants, and 110 firms participated in 242 bonding technical assistance counseling sessions.

[M/WBE Contract Legal Services](#), launched in March 2022, is designed to provide certified firms with education and legal consultation clinics so that they become informed consumers of legal services; enter into commercial contracts with an understanding of terms, conditions, obligations, and rights; equip them with the tools and strategies to negotiate, or re-negotiate, commercial contracts that reflect their best interests and minimize their risk; and understand their obligations, rights, and recourse under existing commercial contracts. During the reporting period, 295 participants attended 9 webinars and 109 attendees participated in 7 legal consultation clinics.

[M/WBE Mentors Program](#), launched in January 2021, is designed to create spaces for peer mentorship and networking amongst NYC-certified M/WBEs. Through curated, industry-focused events, owners representing a variety of industries and backgrounds serve as mentors to less experienced M/WBEs. By mining their own experiences for advice, these mentors provide the insight their peers need to chart their own path of growth through government contracting. During the reporting period, the Program hosted 7 events with 647 participants.

[NYC Construction Ramp-Up Program](#) launched its first cohort in June 2023. This intensive educational, training, and mentorship program helps M/WBE construction firms understand the requirements of the city's pedestrian ramp rehabilitation projects to successfully compete and qualify for the work and an upcoming related M/WBE Pre-Qualified List (PQL). In FY 2024 Q1, 21 participants representing 20 unique firms graduated from Cohort 1. In FY 2024 Q2, 31 participants representing 29 unique firms graduated from Cohort 2.

[Contract Financing Loan Fund](#) was launched in FY 2017 by the New York City Economic Development Corporation and SBS. The Loan Fund enhances the ability of business owners to access the capital they need to win, take on and perform successfully on NYC contracts, and reduce the cost of capital to a 3% annual interest rate. During the reporting period, 23 loans totaling \$7,389,362 were awarded through the Loan Fund to certified M/WBEs.

Program Compliance

To ensure that all agency staff responsible for purchasing activities are knowledgeable about the M/WBE program and their agency's goals, SBS, MOCS, and OM/WBE conduct agency training sessions. During the first three quarters of FY 2024, 782 procurement professionals from 57 agencies attended 14 training sessions. Among others, the topics included implementation of M/WBE policy of the New York City Administrative Code, strategies and best practices used to identify M/WBEs for contract opportunities, M/WBE goal setting, and enhancing M/WBE procedures in all contract areas.

Compliance meetings with agency commissioners and M/WBE officers are held to discuss utilization and agency initiatives to increase M/WBE performance. In the reporting period, the First Deputy Mayor Sheena Wright, the Citywide M/WBE Director, in partnership with the Chief Business Diversity Officer, Michael Garner, held two quarterly compliance meetings, reporting on FY 2024 Q1 and Q2 data. The first meeting was held on October 20, 2023, and was attended by 63 attendees representing 36 agencies. The second meeting was held on February 21, 2024, with 74 attendees representing 37 agencies. In April 2023, the Chief Business Diversity Officer also launched monthly all-agency accountability meetings accompanied with weekly agency focus groups, which have continued through the duration of this reporting period.

Qualified Joint Venture Agreements

During the reporting period, 5 M/WBEs were awarded nearly \$45 million in qualified joint ventures.

Industry	Contract Value of the JV	# of Contracts including M/WBEs	Ethnicity	Value Awarded to MWBE	%
Architecture/Engineering	\$34,014,314	2	Male-Owned MBE - Asian	\$26,007,157	76%
Construction Services	\$33,932,738	2	WBE - Caucasian Woman	\$17,467,356.28	51%

Prime Contract M/WBE Utilization

Table 1 below summarizes prime contracts awarded by City agencies during FY 2024 Q3. M/WBEs were awarded over \$677 million in prime contracts amounting to 24% of all such awards during this reporting period. The prime contracts in this table include industries and awards made using methods subject to the M/WBE program.

Table 1 - FY 2024 Q3 - Prime Contracts Utilization by Industry					
Industry and Size Group	Total M/WBE			Total	
	Count	Value	%	Count	Value
Construction Services	7,890	\$269,256,620	20%	9,623	\$1,343,713,350
Micro Purchase	7,805	\$9,497,071	77%	9,426	\$12,340,072
Small Purchase	10	\$812,350	71%	14	\$1,144,200
>\$100K, <=\$1M	29	\$17,656,723	69%	43	\$25,408,772
>\$1M, <=\$5M	36	\$94,674,656	51%	65	\$185,827,292
>\$5M, <=\$25M	9	\$99,371,319	13%	64	\$751,487,718
>\$25M	1	\$47,244,501	13%	11	\$367,505,295
Goods	3,241	\$77,728,111	62%	6,068	\$125,435,784
Micro Purchase	2,900	\$24,646,614	58%	5,566	\$42,599,068
Small Purchase	246	\$15,654,395	70%	350	\$22,422,280
>\$100K, <=\$1M	95	\$37,427,102	62%	152	\$60,414,436
>\$1M, <=\$5M	-	\$0	0%	-	\$0
>\$5M, <=\$25M	-	\$0	0%	-	\$0
>\$25M	-	\$0	0%	-	\$0
Professional Services	661	\$176,494,576	18%	1,568	\$996,911,886
Micro Purchase	417	\$4,186,475	41%	1,185	\$10,290,434
Small Purchase	85	\$5,625,114	69%	122	\$8,133,399
>\$100K, <=\$1M	137	\$48,024,437	78%	167	\$61,752,212
>\$1M, <=\$5M	16	\$43,827,972	38%	42	\$115,993,085
>\$5M, <=\$25M	6	\$74,830,578	13%	46	\$556,742,756
>\$25M	-	\$0	0%	6	\$244,000,000
Standardized Services	429	\$153,783,044	38%	1,735	\$405,031,761
Micro Purchase	293	\$3,278,228	34%	1,478	\$9,718,658
Small Purchase	56	\$4,263,533	56%	97	\$7,660,860
>\$100K, <=\$1M	66	\$33,917,597	70%	99	\$48,391,365
>\$1M, <=\$5M	5	\$10,935,936	10%	43	\$106,440,401
>\$5M, <=\$25M	8	\$68,612,045	48%	16	\$142,135,346
>\$25M	1	\$32,775,705	36%	2	\$90,685,131

Total	12,221	\$677,262,350	24%	18,994	\$2,871,092,780
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Agencies are not required to apply participation requirements to certain types of contracts. (See, NYC Administrative Code § 6-129(q) (1)-(7).) Table 1 above and the subsequent discussion of M/WBE performance include those contracts that have been counted towards the City’s M/WBE program.

As required by §6-129 of the Administrative Code, M/WBE performance data (see Appendices – Tables A - F)³ is summarized separately for each of the following categories: MBE, WBE, minority women (certified as both MBE and WBE), and total M/WBE. MBEs include all minority-owned businesses, regardless of gender. WBEs include all women-owned businesses regardless of ethnicity.

In those areas of procurement where agencies have greater discretion to target procurements to M/WBEs (i.e., micro purchases and small purchases), M/WBE utilization remains strong. In FY 2024 Q3, M/WBEs were awarded over \$41 million worth of micro purchases, or 56% of the dollar value of all such awards. Additionally, for small purchases the M/WBE utilization rate was 67% of the dollar value of all such awards (over \$26 million awarded).

A total of 18,994 prime contracts were awarded during FY 2024 Q3. M/WBE utilization on prime contracts during the reporting period is detailed below. Highlights include M/WBEs being awarded:

- 70% of the value of contract awards valued between \$100,000 and at or below \$1 million (over \$137 million)
- 37% of the value of contract awards valued between \$1 million and at or below \$5 million (approximately \$149 million)
- 17% of the value of contract awards valued between \$5 million and at or below \$25 million (over \$242 million)
- 11% of the value of contract awards valued above \$25 million (over \$80 million)

Agency-by-agency and certification category details corresponding to Table 1 above are included in the Appendices to this report (Tables A - B).

³ Appendices - Tables A – I can be found on the MOCS website at <https://www1.nyc.gov/site/mocs/partners/m-wbe-appendices.page>

Most prime contracts reflected in the data (except the professional services contracts, for example) are required by New York State law to be procured via competitive sealed bid. Under General Municipal Law (GML) § 103, agencies must, for the majority of the contracts covered by the program, accept the lowest responsible bid and may not give a bidder preference because of its M/WBE status. City agencies' efforts to achieve their M/WBE participation goals through prime contract awards are thus limited to such means as increased outreach and training aimed at encouraging M/WBEs to bid successfully on various procurements. Even for procurements not covered by GML § 103, such as professional services contracts, GML § 104-b precludes agencies from pursuing social policy goals unrelated to the procurement of goods and services, including M/WBE status.

Prime Contracts with M/WBE Participation Goals

Under the M/WBE program, larger prime contracts with anticipated subcontracting are subject to participation goals and must be reported on pursuant to §6-129(l)(b)(i). During the reporting period, agencies awarded 150 new prime contracts subject to M/WBE participation requirements with 13% of the value of those awards made to certified M/WBE firms.

Subcontract M/WBE Utilization

M/WBE utilization with respect to approved subcontracts during the reporting period is demonstrated in Table 2 below. As shown, of the 1372 approved subcontracts subject to the program, 859 were awarded to M/WBE firms. The approved subcontracts awarded to M/WBEs amounted to over \$270 million and represent 67% of the value of all qualifying subcontracts. For more details, see Appendices – Tables E - F.

Table 2 - FY 2024 Q3 - Subcontracts Utilization by Industry					
Industry/Size Group	M/WBE			Total	
	Count	Value	%	Count	Value
Construction Services	419	\$165,376,177	62%	721	\$264,896,250
Micro Purchase	116	\$1,923,416	55%	225	\$3,475,275
Small Purchase	94	\$6,307,544	61%	160	\$10,263,544
>\$100K, <=\$1M	175	\$63,327,163	65%	278	\$97,453,803
>\$1M, <=\$5M	29	\$60,306,971	56%	51	\$107,385,946
>\$5M, <=\$25M	5	\$33,511,083	72%	7	\$46,317,683
>\$25M	0	\$0	0%	-	\$0
Goods	0	\$0	0%	-	\$0
Micro Purchase	0	\$0	0%	-	\$0
Small Purchase	0	\$0	0%	-	\$0
>\$100K, <=\$1M	0	\$0	0%	-	\$0
>\$1M, <=\$5M	0	\$0	0%	-	\$0
>\$5M, <=\$25M	0	\$0	0%	-	\$0
>\$25M	0	\$0	0%	-	\$0
Professional Services	364	\$89,515,765	76%	544	\$118,550,539
Micro Purchase	70	\$697,115	54%	135	\$1,296,182
Small Purchase	128	\$7,532,810	64%	196	\$11,839,708
>\$100K, <=\$1M	153	\$57,349,589	82%	196	\$70,166,964
>\$1M, <=\$5M	13	\$23,936,252	79%	16	\$30,195,112
>\$5M, <=\$25M	0	\$0	0%	1	\$5,052,574
>\$25M	0	\$0	0%	-	\$0
Standardized Services	76	\$15,975,175	81%	107	\$19,792,438
Micro Purchase	12	\$114,050	40%	27	\$283,300
Small Purchase	36	\$2,057,734	78%	46	\$2,653,769
>\$100K, <=\$1M	25	\$8,911,459	74%	31	\$11,963,437
>\$1M, <=\$5M	3	\$4,891,933	100%	3	\$4,891,933
>\$5M, <=\$25M	0	\$0	0%	-	\$0
>\$25M	0	\$0	0%	-	\$0
Total	859	\$270,867,118	67%	1,372	\$403,239,227

Waivers

A vendor that plans to submit a bid or proposal in response to a solicitation for a contract that is subject

to M/WBE participation goals may seek to request a reduction in the goals by filing a waiver request with the contracting agency during the pre-bid or pre-proposal stage. The agency and MOCS then evaluate the extent to which the vendor's business model and subcontracting history is consistent with this request. In order to qualify for a waiver, a vendor must show both the capacity to execute the contract with less subcontracting than projected and legitimate business reasons to do so. A vendor that receives a full waiver has demonstrated that they would be able to fully self-perform the contract without using subcontractors if awarded the contract. A vendor that obtains a partial waiver has demonstrated that they will subcontract at a lower amount than the participation goal established by the agency.

During the reporting period, vendors sought a total of 89 requests for waivers of the M/WBE participation requirements at the pre-bid or pre-proposal stage. Of those requests, 53 were denied, while 4 were approved as full waivers, 31 were approved as partial waivers, and 1 withdrawn waiver, see Appendices – Table G. Since waivers may be granted only to vendors that demonstrate both the capacity to perform the prime contract without subcontracting and a prior contracting history of doing similar work without subcontracting, some of the waivers that were granted involved repeated requests from the same firms, as they sought multiple bidding opportunities.

During the reporting period, 5 contracts were registered where a winning vendor obtained either a full or partial waiver of the total participation goal. For more details, see Appendices – Table G and H.

Large-Scale Procurement Approvals

Prior to soliciting procurements with an anticipated value of over \$10 million, City agencies are required to seek MOCS approval to determine whether it is practicable to divide the proposed contract into smaller contracts and whether doing so would enhance competition among M/WBEs. During the reporting period, there were 17 registered contracts for which MOCS conducted large-scale procurement reviews. A full list is shown in Appendices Table I. The value of the 17 approved contracts shown in Appendices Table I is approximately \$362 million.

Approximately 23% of the value of the large-scale approvals during FY 2024 Q2 were for either single indivisible projects or projects with multiple sites. These approvals were for projects in which separate and smaller contracts would not enhance M/WBE opportunities. For more details, see Appendices – Table I.

Complaints, Modifications and Noncompliance

There were no formal complaints, modifications, or findings of noncompliance during the reporting period.