

## OPWDD's MWBE Goals

OPWDD's MWBE agency goal is to have 30% of its procurements provided by certified MWBE contractors with MWBE participation levels increasing each year.

OPWDD also assigns contract-specific goals to each solicitation to ensure that MWBEs are sought for participation in all bid opportunities.

### OPWDD purchases the following types of products and services through procurement:

- Appliance Sales & Repair
- Auto Repair Shops & Towing
- Elevator Maintenance & Repair
- Fire & Smoke Alarm Monitoring & Maintenance
- Fire Sprinkler System Inspections
- Generator Installation & Maintenance
- Gutter Cleaning
- HVAC (AC / Furnace / HW Heater Inspections & Maintenance)
- Janitorial Services
- Landscaping Services
- Laundry & Linen Services
- Medical Supplies (medicine cups, pleated soufflé cups)
- Nursing Services (RN, LPN & Hospital Sitter)
- Office Equipment & Supplies
- Patio Furniture & Picnic Tables
- Pest Control
- Plumbing Repair Services
- Recycling Services—Bulbs, Batteries, etc.
- Residential Ramps / Entrance Modifications / Residential Vertical Lift Installations
- Residential Refuse Removal & Recycling
- Residential Swimming Pool Maintenance
- Snow Removal Services
- Telephone Answering Services
- Vending Machine Service (Beverage & Snack)
- ...and much more

## OPWDD Contracts for Services Statewide

OPWDD frequently solicits throughout the state for the products and services listed. Register with the New York State Contract Reporter at [www.nyscr.ny.gov](http://www.nyscr.ny.gov) to ensure your organization can receive notifications of the latest solicitation opportunities available in your area. These solicitations will reference the following regions and locations:

### Region 1

#### FINGER LAKES

620 Westfall Road  
Rochester, NY 14620

#### WESTERN NY

West Seneca Campus  
Bldg 16  
1200 East & West Road  
West Seneca, NY 14224

### Region 2

#### BROOME

249 Glenwood Road  
Binghamton, NY 13905

#### CENTRAL NY

187 Northern Concourse  
N. Syracuse NY 13212

### Region 3

#### CAPITAL DISTRICT

500 Balltown Road  
Schenectady, NY 12304

#### SUNMOUNT

2445 State Route 30,  
Bldg. 2  
Tupper Lake, NY 12986

### Region 4

#### HUDSON VALLEY

9 Wilbur Road  
Thiells, NY 10984

#### TACONIC

38 Firemens Way  
Poughkeepsie, NY 12603

### Region 5

#### METRO NY

2400 Halsey Street  
Bronx, NY 10461

#### BROOKLYN

750 Vandalia Avenue  
Brooklyn, NY 11239

#### STATEN ISLAND

1150 Forest Hill Road  
Staten Island, NY 10314

### Region 6

#### BERNARD FINESON

80-45 Winchester Blvd.  
Queens Village, NY 11428

#### LONG ISLAND

45 Mall Drive, Suite 1  
Commack, NY 11725



Office for People With  
Developmental Disabilities



## Minority and Women Owned Business Program



(866) 946-9733 | [www.opwdd.ny.gov](http://www.opwdd.ny.gov)

[mwbe@opwdd.ny.gov](mailto:mwbe@opwdd.ny.gov)

# Our Mission is Good for Your Business

At the Office for People With Developmental Disabilities, an important guiding principle is “putting people first.” OPWDD is New York’s second largest State agency and is responsible for maintaining more than 1,600 properties across all 57 counties of the state. This includes more than 1,000 certified group homes and over 80 day habilitation programs.

We regularly post procurement opportunities for contractors that can help us maintain our properties and ensure the safety and well-being of the people who receive OPWDD services. We are committed to implementing a meaningful Minority and Women Owned Business (MWBE) Program that provides measurable improvements in the amount of business OPWDD, its contractors, and its not-for-profit providers conduct with certified MWBEs.

Our success will improve OPWDD’s services for people with developmental disabilities by expanding both the number and diversity of vendors and suppliers that assist us in accomplishing our overall mission. The MWBE procurement program will also help to redress inequities in State procurement processes and contribute to economic development by supporting local businesses and keeping State tax dollars in the community – outcomes fully consistent with our guiding principle of “putting people first.”

## What Kinds of Businesses Qualify as MWBEs?

- An enterprise that is at least 51% independently owned, operated and controlled by one or more citizens or permanent resident aliens who are minority group members and/or women;
- An enterprise in which minority and/or women ownership is real, substantial and continuing;
- An enterprise in which minority members and/or women have and exercise the authority to control and operate, independently, the day-to-day business decisions of the enterprise; and
- An enterprise authorized to do business in New York State.

## OPWDD’s Requests for Solicitations

OPWDD posts bid solicitations for outside vendors or contractors to the New York State Contract Reporter. For each solicitation, OPWDD conducts a thorough search of Empire State Development’s MWBE Certification Database at <https://ny.newnycontracts.com/> to search for prospective MWBE vendors. If OPWDD’s search indicates that the solicitation matches the products or services you provide, a link to the posted solicitation will be emailed to your organization.

If OPWDD’s search indicates that the solicitation matches the products or services a particular vendor provides, OPWDD will email a link to the posted solicitation to that organization.

## Tips for Success as a New York State MWBE Contractor

- Pursue MWBE certification status - Visit Empire State Development's website to start the certification process <https://esd.ny.gov/doing-business-ny/mwbe>.
- Monitor MWBE opportunities within State agencies by subscribing to the New York State Contract Reporter at [www.nyscr.ny.gov](http://www.nyscr.ny.gov).
- Attend Pre-Bid Conferences to market your company as a potential subcontractor.
- Provide your best price.
- Carefully review solicitations and respond in a timely manner to procurement requests.
- Join MWBE associations and advocacy groups to remain current on legislation affecting your industry.

