



Office of
General Services

KATHY HOCHUL
Governor

JEANETTE M. MOY
Commissioner

August 10, 2022

Honorable Thomas P. DiNapoli
Comptroller
Office of the State Comptroller
110 State Street, 15th Floor
Albany, NY 12236

RE: Corrective Action Plan, Audit Report 2020-S-42

Dear Comptroller DiNapoli:

In accordance with Section 170 of the Executive Law, the Office of General Services (“OGS”) is providing the attached Corrective Action Plan related to Audit Report 2020-S-42 titled Monitoring of Construction Management. We appreciate your time and efforts in conducting this audit and are confident that we have addressed the recommendations.

If you have additional questions or comments, please contact David Sears, Director of Internal Audit at David.Sears@ogs.ny.gov or (518) 486-1022.

Sincerely,

Jeanette Moy

Corrective Action Plan for Audit 2020-S-42, Monitoring Construction Management

OSC Recommendation 1: Continue efforts to revise the RFP templates and requirements to ensure all information required to validate proposal submissions is obtained.

OGS Implementation Plan: OGS has revised the RFP template to ensure that proposal requirements are clear, complete, and accurate. This effort includes requiring beginning and completion dates of services/projects and increasing the number of firms invited to interviews if scoring is within an established number of points from the highest score.

OSC Recommendation 2: Verify the accuracy of the information in the proposals submitted to the Office.

OGS implementation Plan: In addition to the improvements noted in response to Recommendation 1, OGS has implemented additional methods to verify accuracy of information. These include the use of checklists, additional proposer review by OGS, and updates to instructions to evaluators.

OSC Recommendation 3: Develop and implement a process to ensure that MWBE subconsultant payments claimed to meet MWBE participation goals are for MWBE work that has served a commercially useful function.

OGS Implementation Plan: OGS procedures have been updated to ensure prime consultants have entered all second-tier subconsultants and their relationships to first-tier MWBE subconsultants within the NYSCS to help ensure that only appropriate goal credit is applied on the contract.

OSC Recommendation 4: Ensure the amounts claimed on MWBE compliance reports reflect the actual payments made to MWBE subconsultants.

OGS Implementation Plan: OGS believes that by the implementing procedural changes identified in response to Recommendation 3, and through ongoing monitoring of any discrepancies by the OBD through the NYSCS, OGS will continue to maintain an error rate of less than 1%.

