



## ICAP Compliance Administration and Support

The Industrial and Commercial Abatement Program (ICAP) provides a reduction of property taxes for the construction, alteration or improvement of certain industrial or commercial properties in specific areas of New York City for varying time periods. ICAP provides owners of commercial and industrial properties a tax incentive to improve these properties or to construct new buildings.

Advertising, emailing, documenting MWBE efforts and the collection of ICAP reports can be a source of frustration. TSIB can support your firm by performing the MWBE Outreach, Good Faith Effort, and Compliance Activities required by ICAP regulations. These services can be provided on a long-term basis or as needed to supplement your staff.

Increased application scrutiny and robust evidence of compliance activities are now expected. The NYC Department of Finance may deny, reduce, suspend, revoke, or terminate any ICAP benefits if the recipient fails to comply with the program's requirements.

**Complete ICAP applications must include:**

- Advertisement Opportunities
- Written Notices of Specific MWBE Opportunities
- Meetings with MWBEs as appropriate
- Evidence of Efforts to Negotiate on Subcontracts as well as Supply and Service Contracts
- Referral Requests to NYC Department of Small Business Services
- Identification of NYC-Eligible MWBEs that are Not Currently Certified

Our comprehensive understanding of complex regulatory requirements includes mandatory data tracking, reporting, and the collection of supporting documentation.

**This expertise enables us to ensure compliance by providing the following services:**

- MWBE Bid List Development
- Advertisement of Opportunities
- Email Solicitations
- Documentation of Negotiation with MWBEs
- Requests for NYC SBS Referrals
- Identification of Firms that May Qualify for Certification
- ICAP Administration Services Including Document Preparation and Collection
- Organization of NYC Department of Labor Services Pre-Award Meetings
- Executive Order 50 Compliance Activities

**TSIB can provide a snapshot of the quality of our work and customize a proposal to meet your needs from a one floor renovation to ground up new construction.**

**Interested in learning more? Reach out to TSIB today!**  
**[contact@tsibinc.com](mailto:contact@tsibinc.com)**

