

**Empire State** Development



## **THE NEW YORK STATE CONTRACT SYSTEM**

Brian Ansari

Empire State Development

Division of Minority and Women's Business Development

# THE NEW YORK STATE CONTRACT SYSTEM HOME PAGE

New York  State [State Agencies](#)



## NEW YORK STATE Contract System



### Governor's M/WBE Program

- Press Release
- Executive Order
- 2011 State of the State MWBE Clip
- 2012 State of the State MWBE Clip

### Empire State Development

- Who We Are
- MWBE Division

### Businesses

Want to Certify?

- Learn About Certification
- Apply for Certification
- Recertify
- Update Profile

### Find NYS Contracting Opportunities

- Bid & Grant Opportunities

### Welcome to the *New York State Contract System!*

**New York State Works for MWBEs**

New York is working harder than ever to make this state the place to do business.

This website is the gateway to attract and grow minority-owned and women-owned businesses.

The system makes the state certification process more user friendly and enables businesses to easily interact with the state agencies and authorities who are responsible for implementing the Minority- and Women-Owned Business Enterprises (MWBE) program.

#### System Access Login

Username:

Password:

### Search for Certified Firms

- MWBE Directory

### NYS CS Links

- Home/Login
- Contact Us & Support
- Password Reminder
- Account Lookup
- Outreach & Program Notices
- FAQs

Copyright © 2013. All Rights Reserved.  
The New York State Contract System is powered by B2Gnow Software.

# THE NEW YORK STATE CONTRACT SYSTEM OVERVIEW

## New York State Contract System

### Overview

- The ***New York State Contract System*** is the gateway to online interface for Minority and Women Business Enterprises (MWBEs)
- Enables businesses to easily interact with the state agencies and authorities and
- Allows transparency and monitoring of the procurement process
- Supports Outreach management to communicate to MWBE vendors

# THE NEW YORK STATE CONTRACT SYSTEM

Benefits of Contract Compliance module to MWBE firms:

- Track real-time participation against goals
- All subcontractor payments are self-reported and verified electronically, including prompt payment status
- Contracts are monitored and the resulting payments are tracked throughout the term of the contract.
- All data is tied into quarterly utilization reports

# THE NEW YORK STATE CONTRACT SYSTEM

What does it mean to you?

# THE NEW YORK STATE CONTRACT SYSTEM

## Have you obtained your user ID?

The screenshot shows a web browser window displaying the New York State Contract System website. The address bar shows the URL: <https://my.newycontracts.com/FrontEnd/UserSearchPublic.asp?TN=ny&XID=4440>. The page features a header with the "NEW YORK STATE Contract System" logo and a "New NY WORKS for Business" logo. Below the header is a navigation menu with links for "Governor's M/WBE Program", "Empire State Development", "Businesses", and "Find NYS Contracting Opportunities". The main content area is divided into three columns. The left column contains links for "Press Release", "Executive Order", "2011 State of the State MWBE Clip", and "2012 State of the State MWBE Clip". The middle column is titled "Account Lookup" and contains instructions for searching for a user account. The right column is titled "Search for Certified Firms" and contains links for "MWBE Directory" and "NYSCS Links". The "Account Lookup" section includes a search form with a "Business Name/DBA" field and a "Tax Identification Number" field. The "Search for Certified Firms" section includes a "MWBE Directory" link and a "NYSCS Links" section with links for "Home/Login", "Contact Us & Support", "Password Reminder", "Account Lookup", "Outreach & Program Notices", and "FAQs".

**NEW YORK STATE Contract System**

**Account Lookup**

Search the system's user directory to find your account. You can then send yourself a username/password reminder by email and/or fax. Enter search parameters below and click the Search button. Search results are displayed below.

If you do not see your business listed in the search results, or the contact information is incorrect, please email Customer Support. Include your business' and personal contact information for account verification. We may need to request additional information for security purposes.

**Search for Certified Firms**

→ MWBE Directory

**NYSCS Links**

→ Home/Login  
→ Contact Us & Support  
→ Password Reminder  
→ Account Lookup  
→ Outreach & Program Notices  
→ FAQs

**Governor's M/WBE Program**

→ Press Release  
→ Executive Order  
→ 2011 State of the State MWBE Clip  
→ 2012 State of the State MWBE Clip

**Empire State Development**

→ Who We Are  
→ MWBE Division

**Businesses**

Want to Certify?

→ Learn About Certification  
→ Apply for Certification  
→ Recertify  
→ Update Profile

**Find NYS Contracting Opportunities**

→ Bid & Grant Opportunities

Search by Business Name or DBA

Business Name/DBA

Tip: Try just a few letters of the firm's name.

Search by Tax Identification Number

Tax ID Number

Tip: Must be 9 numbers; do not enter spaces or dashes.

# THE NEW YORK STATE CONTRACT SYSTEM

Outreach and program notices

# THE NEW YORK STATE CONTRACT SYSTEM

https://ny.newycontracts.com/FrontEnd/OutreachSearchPublic.asp?TN=ny&XID=9356

File Edit View Favorites Tools Help

Bank of America Online Ba... Suggested Sites Get more Add-ons

Page Safety Tools

## Governor's M/WBE Program

- Press Release
- Executive Order
- 2011 State of the State MWBE Clip
- 2012 State of the State MWBE Clip

## Empire State Development

- Who We Are
- MWBE Division

## Businesses

Want to Certify?

- Learn About Certification
- Apply for Certification
- Recertify
- Update Profile

## Find NYS Contracting Opportunities

- Bid & Grant Opportunities

## Outreach & Program Notices

News and information related to the program is posted frequently. Click the View link for any listing to see more information.

Filter/Search Options > View Fields

Active Listings  
(click the view link to display additional information)

Subject	Date Posted	View
NYS Disparity Study New York State	4/22/2014	View
MWBE EVENT - SAVE THE DATE North Country Regional Opportunities Expo - Buffalo, NY April 24th, 2014 New York State	4/21/2014	View
Temporary Employment Services New York State	4/18/2014	View
MWBE Training Tuesday CANCELED April 22 New York State	4/18/2014	View
Looking for a great way to market your products or services to State and Local purchasers? New York State	4/18/2014	View
General Investment Consulting/Advisory Services New York State	4/18/2014	View
Financial Audit and Medicaid Cost Review Services New York State	4/18/2014	View
Event Center Roof New York State	4/18/2014	View

## Search for Certified Firms

- MWBE Directory

## NYS Links

- Home/Login
- Contact Us & Support
- Password Reminder
- Account Lookup
- Outreach & Program Notices
- FAQs

150%

6:12 PM  
4/22/2014

# THE NEW YORK STATE CONTRACT SYSTEM

## Bid and Grant Opportunities

# THE NEW YORK STATE CONTRACT SYSTEM

**NEW YORK STATE Contract System**

**Governor's M/WBE Program**

- Press Release
- Executive Order
- 2011 State of the State MWBE Clip
- 2012 State of the State MWBE Clip

**Empire State Development**

- Who We Are
- MWBE Division

**Businesses**

*Want to Certify?*

- Learn About Certification
- Apply for Certification
- Recertify
- Update Profile

**Find NYS Contracting Opportunities**

- Bid & Grant Opportunities

**New York State Bid & Grant Opportunities**

State agencies purchase a variety of goods and services from the business community. These links will connect you with the latest bid and grant opportunities from state agencies, authorities and state universities.

- Search bid & grant opportunities over \$50,000 in value
- View bid & grant opportunities over \$50,000 in value by category
- Search bid & grant opportunities under \$50,000 in value
- View quarterly forecast of discretionary purchases under \$50,000
- Design and Construction opportunities from NYS Office of General Services

**NYS Procurement Information and Resources**

- Doing Business with New York State
- NYS Directory of Small Business Programs
- Explore a World of Contract Opportunities e-book
- NYS Procurement (NYSPro) - Term Contracts from Office of General Services (OGS) (updated monthly)

**Search for Certified Firms**

- MWBE Directory

**NYS Links**

- Home/Login
- Contact Us & Support
- Password Reminder
- Account Lookup
- Outreach & Program Notices
- FAQs

# THE NEW YORK STATE CONTRACT SYSTEM

Do you currently have a user ID?

# THE NEW YORK STATE CONTRACT SYSTEM

The screenshot shows a web browser window displaying the 'Account Lookup' page on the New York State Contract System website. The browser's address bar shows the URL: <https://ny.newnycontracts.com/FrontEnd/UserSearchPublic.asp?TN=ny&XID=5725>. The page is titled 'Account Lookup' and provides instructions for finding a user account. It includes four search methods: by Business Name or DBA, Tax Identification Number, Contact Person, and Contact Information. Each method has a corresponding input field and a tip. The page also features a sidebar with navigation links for various programs and a 'Search for Certified Firms' section.

**Account Lookup**

Search the system's user directory to find your account. You can then send yourself a username/password reminder by email and/or fax. Enter search parameters below and click the Search button. Search results are displayed below.

If you do not see your business listed in the search results, or the contact information is incorrect, please email Customer Support. Include your business' and personal contact information for account verification. We may need to request additional information for security purposes.

**Search by Business Name or DBA**

Business Name/DBA

Tip: Try just a few letters of the firm's name.

**Search by Tax Identification Number**

Tax ID Number

Tip: Must be 9 numbers; do not enter spaces or dashes.

**Search by Contact Person**

Contact Person

First Name:

Tip: Use the first letter.

Last Name:

Tip: Try just the first few letters.

**Search by Contact Information**

**Search for Certified Firms**

- MWBE Directory

**NYSCS Links**

- Home/Login
- Contact Us & Support
- Password Reminder
- Account Lookup
- Outreach & Program Notices
- FAQs

**Governor's M/WBE Program**

- Press Release
- Executive Order
- 2011 State of the State MWBE Clip
- 2012 State of the State MWBE Clip

**Empire State Development**

- Who We Are
- MWBE Division

**Businesses**

Want to Certify?

- Learn About Certification
- Apply for Certification
- Recertify
- Update Profile

**Find NYS Contracting Opportunities**

- Bid & Grant Opportunities

# THE NEW YORK STATE CONTRACT SYSTEM

To get your user ID

# THE NEW YORK STATE CONTRACT SYSTEM

The screenshot shows a web browser window displaying the New York State Contract System website. The browser's address bar shows the URL: <https://ny.newnycontracts.com/FrontEnd/ContactUs.asp?TN=ny&XID=8957>. The browser's toolbar includes standard navigation buttons (back, forward, home, search) and several tabs are open, including 'esd.ny.gov', 'New York State Co...', 'stormrecovery.ny.g...', and 'NEW YORK STA...'. The website's header features a navigation menu with 'File', 'Edit', 'View', 'Favorites', 'Tools', and 'Help'. Below the navigation menu is a 'Suggested Sites' section with icons for 'Bank of America Online Ba...' and 'Get more Add-ons'. The main content area is divided into several sections:

- Governor's M/WBE Program**
  - Press Release
  - Executive Order
  - 2011 State of the State MWBE Clip
  - 2012 State of the State MWBE Clip
- Empire State Development**
  - Who We Are
  - MWBE Division
- Businesses**
  - Want to Certify?*
    - Learn About Certification
    - Apply for Certification
    - Recertify
    - Update Profile
- Find NYS Contracting Opportunities**
  - Bid & Grant Opportunities
- Contact Us & Support**

Thank you for your interest in this system. We're always eager to receive comments or feedback on our services and website, and we believe that excellent customer service is important. Using the links below will route your inquiry to the proper team so that we can handle it appropriately. We're committed to responding to your inquiries within two business days. Normally, however, we will respond in less than 24 hours.

**NYS Functions**

<b>Certification:</b>	<a href="mailto:mwbecertification@esd.ny.gov">mwbecertification@esd.ny.gov</a>
<b>Contract Compliance:</b>	<a href="mailto:contractcompliance@esd.ny.gov">contractcompliance@esd.ny.gov</a>
<b>Bidding:</b>	<a href="mailto:bidcontract@esd.ny.gov">bidcontract@esd.ny.gov</a>
<b>Utilization Reporting:</b>	<a href="mailto:quarterlyreport@esd.ny.gov">quarterlyreport@esd.ny.gov</a>
<b>Agency Goal Plans:</b>	<a href="mailto:goalplanupdate@esd.ny.gov">goalplanupdate@esd.ny.gov</a>

**System Support**

<b>Customer Service:</b>	<a href="#">Contact Us</a>
<b>Technical Support:</b>	<a href="#">Contact Us</a>
<b>General Inquiries:</b>	<a href="#">Contact Us</a>
- Search for Certified Firms**
  - MWBE Directory
- NYSCS Links**
  - Home/Login
  - Contact Us & Support
  - Password Reminder
  - Account Lookup
  - Outreach & Program Notices
  - FAQs

The browser's taskbar at the bottom shows various application icons (Internet Explorer, Google Chrome, Office applications) and the system tray on the right displays the time as 6:23 PM on 4/22/2014, along with a 150% zoom level.

# THE NEW YORK STATE CONTRACT SYSTEM

## SYSTEM BENEFITS

- Agencies will know if you received what the prime says you received
- You will be able to verify not only whether you were paid but whether it was on time
- If you were paid with a credit card it will show up as well
- You will receive an email from the agency advising you that the prime has received a payment

# THE NEW YORK STATE CONTRACT SYSTEM SYSTEM BENEFITS (CONT'D)

- You will have to confirm your payments, whether you were paid on time and what the scope of work you performed was
- You must respond in the system to these emails or the accountability it was designed to create will break down
- If there was any deviation, you will advise the agency of it and they will have to investigate it

# THE NEW YORK STATE CONTRACT SYSTEM SYSTEM BENEFITS (CONT'D)

- You will receive system alerts once you have logged in to your account advising you of outstanding things that need your attention
- The success of this system is dependent on you, if you do your part, the burden shifts back to the prime and to the agency

# THE NEW YORK STATE CONTRACT SYSTEM WHO IS YOUR CONTRACT COMPLIANCE OFFICER



# THE NEW YORK STATE CONTRACT SYSTEM KNOW YOUR IDENTITY



# THE NEW YORK STATE CONTRACT SYSTEM TAKEAWAYS FOR TODAY

- You can succeed!
- Article 15-A is being enforced and aggressive actions are being taken to ensure your participation on State Contracts
- Check your profile
- Respond to all system requests and alerts

## NEW YORK STATE CONTRACT SYSTEM

Go to **[ny.newnycontracts.com](https://ny.newnycontracts.com)** to find out more

Thank you!