



RoAnn M. Destito
Commissioner
Office of General Services

Welcome

Within a few weeks of his inauguration, Governor Andrew M. Cuomo issued Executive Order 8, establishing a Minority and Women-Owned Business Enterprise (MWBE) team comprised of senior officials from the Executive Chamber, Legislature, state agencies, professional and business associations, and academia. In doing so, he has signaled the importance of his goal to expand MWBE participation in state contracting and his commitment to a collaborative approach to removing any barriers.

Each year, OGS contracts with private sector firms for millions of dollars of services and products, representing a steady flow of taxpayer dollars back into the economy. In our Design and Construction program, for instance, OGS contracts for architectural, engineering and construction projects for new and renovated government facilities from one corner of the state to the other. OGS' Financial Administration office regularly establishes agency-specific contracts for building services, management consulting, and many other needs tied to performance of our agency's mission. In addition, our Procurement Services program establishes centralized contracts used by government and eligible nonprofit agencies to obtain necessary commodities, technology and services. Whether the buyer is OGS or one of our many client agencies, the opportunities for qualified sellers to participate are almost endless.

Through our MWBE program, we do our best to ensure that everyone involved in OGS contracting activities – staff and vendors alike – does their utmost to help achieve New York State's MWBE participation goals at the statewide, agency, and contract-specific level.

Working together, we create win/win solutions, for the sake of our entire state, its full spectrum of citizens, and our diverse business community.

More Informational Resources

There are many ways to learn more and keep apprised of upcoming state procurements. Here are a few suggestions:

OGS and ESD Guide to Doing Business with New York State

A comprehensive guide to help business owners understand the state's procurement practices, identify bid opportunities, and find resources for technical assistance.
www.nyspro.ogs.ny.gov/sites/default/files/uploaded/DoingBusinessWithNYS.pdf

OGS Procurement Services Website

Where information for sellers and specific bid opportunities are posted.
www.nyspro.ogs.ny.gov

Emergency Construction Bidder List

OGS maintains a list of qualified companies who can respond to emergency situations in state facilities. For more information about how to qualify, visit OGS website at:
www.ogs.ny.gov/BU/DC/esb/EmergencyDefault.asp

New York State Contract Reporter

An online publication, updated daily, where state bidding opportunities meeting certain thresholds must be advertised. Vendors who wish to receive automatic notifications about bid opportunities pertinent to their product and service areas should register here. www.nyscr.ny.gov

Small Business Development Centers

This nonprofit organization is funded to provide a range of technical assistance to aspiring and existing small businesses in New York.
www.nyssbdc.org

Directory of Commodities and Services Frequently Purchased by New York State Agencies

Interested in yet another way of discovering where business opportunities with the State of New York may lie? You can research this website for ideas.
www.osc.state.ny.us/reports/fiscal/directorycommodities.pdf



Corning Tower, 29th Floor, Empire State Plaza, Albany, NY 12242
mwbe@ogs.ny.gov | 518.486.9284 | www.ogs.ny.gov | [f@newyorkstateogs](https://www.facebook.com/newyorkstateogs) | [@nys_ogs](https://twitter.com/nys_ogs)



Office of Minority and Women-Owned Business Enterprises





Allow us to Introduce Ourselves...

The Office of General Services (OGS) Office of Minority and Women-Owned Business Enterprises is charged with promoting and facilitating the fullest possible participation of minority and women-owned businesses in procurement opportunities with the Office of General Services and other agencies we support, in compliance with state and federal law.

Our Services Fall into the Following Areas

Outreach, education and technical assistance – One of the most important roles we can play is creating awareness of the state's MWBE program and sharing information. Each year, OGS conducts a series of outreach events that provide personalized assistance in helping business owners become familiar with the state's business practices. Staff also participates in conferences, meetings, and other public forums where we can share information and respond to particular needs. We can answer your questions over the phone or in person.

A popular topic is MWBE certification. While the certification of companies is the responsibility of the Empire State Development Corporation, OGS representatives can explain the basics and direct businesses to additional resources to assist in their certification effort.

Policy Analysis and Implementation

In 2010, the landmark Business Diversity Act made a series of amendments to existing laws relating to the participation of MWBE firms in state contracting. Subsequently, the Empire State Development Corporation issued a set of regulations to implement the amended laws. Our office is an active participant in this dynamic policy environment, and is facilitating the translation of policy into day-to-day contracting procedures and practices used in OGS and other agencies.

Goal Setting on Contracts

Whenever an applicable procurement (bid opportunity) is planned by OGS, this office establishes percentage goals for participation by MBE and WBE firms as subcontractors or suppliers. A prime contractor will then be expected to achieve that level of participation in the performance of the contract work. Goal setting takes into account factors such as the type of project, availability of certified MWBE firms, and the region where it will be performed. OGS helps prime contractors identify certified MWBE subcontractors and suppliers. In turn, MWBE utilization plans submitted by prime contractors are posted on the OGS' website. This fosters transparency and accountability as well as helps MWBEs identify subcontracting opportunities.

Are there other ways we can assist? Bring us your ideas and we will see what can happen!

Compliance Monitoring

Hand-in-hand with setting goals, OGS requires cooperation from contractors and vendors in tracking whether goals are being met. We believe in a positive approach, which starts with communication to ensure that prime contractors understand requirements. In addition, our agency holds prime contractors accountable for submitting MWBE compliance reports throughout the life of the project, ensuring that good faith efforts are made to meet goals prior to final payment.

Results Reporting

On a regular basis OGS reports our MWBE participation goals and results to the Empire State Development Corporation. Staff not only gather the data, but also studies it to discover specific ways to increase participation.

Get Certified! Make it a Priority!

What

The Empire State Development Corporation's Division of Minority and Women Business Development formally certifies a company as a Minority-Owned and/or Women-Owned Business Enterprise (MWBE). Under Article 15-A of the Executive Law, state agencies must set goals in applicable contracts for utilization of New York State certified MWBE firms. This certification enables agencies that use their goods or services to be credited toward achievement of their utilization goals.

Why

Certification affords your business the opportunity to be listed in the Directory of Certified Minority and Women-Owned Business Enterprises, which is used as a resource by state agencies and contractors statewide. Certification gives business owners a distinct advantage in marketing goods or services to state agencies and authorities. It also may provide access to special loan and bonding programs.

How

You can download the application from the ESDC website at www.esd.ny.gov/mwbe, or request to have it mailed. After you complete and submit the application to Empire State Development, it will first be reviewed for completeness. Then a representative will verify the information and conduct an interview or site visit. A final determination will be made and you will receive a letter granting or denying certification.