

Contracting News

NYC Mayor's Office of Contract Services

JULY 2023 | MAYOR'S OFFICE OF CONTRACT SERVICES



Understanding the CORE Method of Citywide Procurement

Vendors often ask us how they can get contracts. There isn't a magic answer, but vendors who have successfully contracted with City Agencies tend to communicate clearly, run an organized business, conduct research, and execute the steps outlined in the [Path to Contracting with the City](#).

Want to know more about this winning strategy? **Remember C.O.R.E.** Over the next 4 months, we'll show you how to **Communicate, Organize, Research, and Execute** your way to contracting with NYC. Keep watching this space!

Can't wait? [Attend a MOCS In Your Neighborhood workshop](#) to get hands-on support applying the CORE Method.



Trainings

August 9th at 10:30am:
Finding Contracting Opportunities
(In-Person Workshop in Long Island City).
[Click here to register](#)

August 9th at 1pm:
Speed Networking
(In-Person Mixer in Long Island City).
[Learn more here.](#)

August 9th at 2pm:
Responding to Contracting Opportunities
(In-Person Workshop in Long Island City).
[Register here.](#)



Commodity Enrollment in PASSPort

Enrolling in commodities in PASSPort is an important step to showing the City what goods and/or services your organization provides. City Agencies use vendors' disclosed commodity codes when soliciting procurements.

We recommend you review your enrolled commodity codes at least once a year to ensure they reflect current capacity.

M/WBE certified business owners should connect with [Small Business Services](#) (SBS) if the commodity codes displaying in your Vendor Profile require updating.

To learn more, watch this recording: [Enrolling in Commodities](#).



HHS Audit Reform Proposal

Human Service contracts are audited by City agencies to ensure accountability, but many feel there are too many audits.

So, MOCS collaborated with the Mayor's Office of Risk Management and Compliance and the Mayor's Office of Nonprofit Services to develop a policy proposal that will let agencies rely on the independent audits they already do, and only audit contracts on a risk basis.

Based on our research, this will reduce the number of audits while providing better value to City agencies. The proposed policy will be presented for adoption this summer with MOCS offering trainings to support implementation.



Service Desk Spotlight: Erika

An Analyst with the MOCS Service Desk team, Erika has been at MOCS since April 2022.

Erika brings her PASSPort expertise of Vendor Enrollment, Requirements Contracts, Contract Registration, and more to the Service Desk Team.

Previously employed in Building Management and Event Organizing, Erika has several years of experience in tenant relations, operations, and project management.

She loves music, reading, watching biographies and spending time with family and friends.

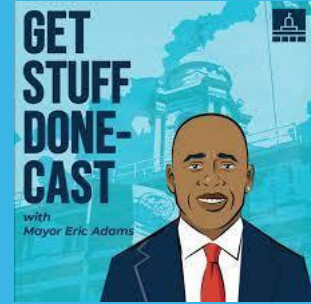
Overall, Erika appreciates a good challenge and is always looking for self improvement, but she loves helping PASSPort users get through their challenges.

So, keep an eye out, Erika may be the agent helping you out with your next procurement task!

PASSPort Financials

Now that Fiscal Year 2024 is upon us, MOCS has rolled out full-scale invoicing in the PASSPort system for non-HHS contracts. This means that invoices for these contracts will now be submitted and processed entirely through PASSPort.

For more information, visit the [PASSPort Financials for Vendors](#) web page.

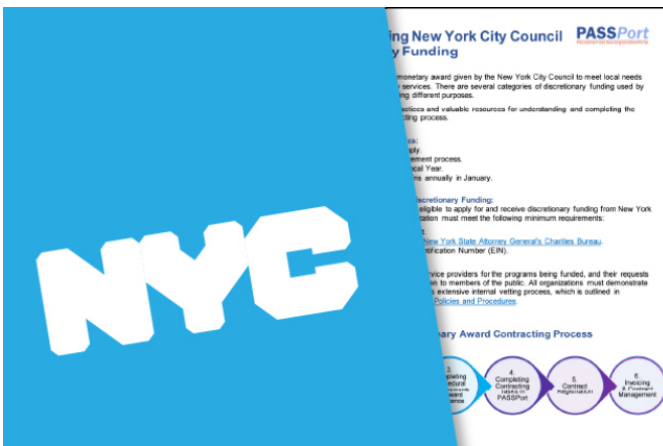


Connect with Mayor Eric Adams

[Visit the #GetStuffDone website.](#)

[Sign up here for the Mayor's newsletter](#) to receive exclusive content, breaking news, and updates on our work - all tailored to your interests.

[Listen to Mayor Adam's NEW Get Stuff Done-Cast podcast here!](#)



Announcing New Reform to Get Nonprofits Paid on Time

Earlier this month, New York City announced a new reform for discretionary contracts that will eliminate a total of nine months of the discretionary contracting process every year.

The newly implemented Multi-year contract allows nonprofits that receive City Council discretionary awards to contract with City agencies for discretionary funding without the need to enter into a new contract each year. The goal of this reform is to make it easier for nonprofits that contract with the city to get paid on time.

Click [here](#) to read the press release.

PASSPort Public

New Updates For July!

[PASSPort Public](#) is a data transparency portal designed to provide the user with insight into the city's PASSPort system.

Below are the latest upgrades to the portal...

ALL SOLICITATIONS ARE NOW ON VIEW

Publication of all active solicitations such as bids and RFPs (some solicitations are only visible to a pre-qualified list of vendors).

EASTERN TIME IS NOW THE STANDARD

All times published for releases and due dates are adjusted for Eastern Standard Time.



[Getting Started](#)
[Customer Support](#)

[PASSPort](#)
[Unsubscribe](#)



This e-mail, including any attachments, may be confidential, privileged or otherwise legally protected. It is intended only for the addressee. If you received this e-mail in error or from someone who was not authorized to send it to you, do not disseminate, copy or otherwise use this e-mail or its attachments. Please notify the sender immediately by reply e-mail and delete the e-mail from your system.