

Contracting News

NYC Mayor's Office of Contract Services

AUGUST 2023 | MAYOR'S OFFICE OF CONTRACT SERVICES



CORE Method: COMMUNICATE

Successful vendors know how to communicate their capabilities to Agencies that might want to work with them.

A lot of communication happens through PASSPort; Agencies post opportunities, prospective vendors share [business certifications](#) and [enroll in commodities](#), and both Agencies and vendors can use the system to provide updates.

It's important to remember that there are human beings behind all these "digital" interactions.

Relationships are built when people communicate clearly and cooperate, so go to Agency procurement events (both virtual and in-person) to learn more about opportunities. Note the Agency Contact listed in an opportunity and discuss requirements with them. **Thoughtful and persistent communication will help you succeed!**



Live Trainings

Every Tuesday, Wednesday, and Thursday
PASSPort Vendor Financials
(Live Webinar)
[Register here](#)

Pre-Recorded Videos

Nonprofits Submitting Charities Filings in PASSPort
(Webinar Recording)
[View here](#)



Textile Taskforce

As NYC strives to develop more efficient and environmentally-friendly alternatives for the things we currently buy and use, nothing is off the table.

The newest part of our supply chain to be evaluated and innovated is textile goods.

With the [amendment to Local Law 112 in 2021](#), the city established a taskforce made of thirteen members from City Government and civilian groups.

Led by MOCS, the members will oversee the development of important guidelines and recommend legislation and policy reforms for environmentally preferable purchasing of textiles and accessories for Agency employees.



Services for Asylum Seekers

Did you know that MOCS is working with several city agencies to provide services to migrants as they arrive in New York?

To provide housing, medical care, language aid, and integration help, MOCS assists Contractors and Agencies to prioritize and expedite contracts for those in need.

By collaborating with local organizations, MOCS and other city agencies have demonstrated New York's enduring commitment to inclusivity and solidarity and we will work together to uphold these values.

[Learn more about our strategy to address the Asylum Seeker Crisis here](#) and look for future updates from MOCS.



Service Desk Spotlight: Karen

An Analyst with the MOCS Service Desk team, Karen has several years of experience in customer-facing interaction.

Formerly at Citibank as a concierge, Karen actively applied her problem-solving skills to resolve customer inquiries and disputes. She wielded her expert communication skills to handle and then escalate customer issues to various departments with ease.

Karen received a Bachelor's degree in Economics and a minor in Business Management from City College of New York.

When she's not at work, Karen enjoys soccer, painting, and dance.

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

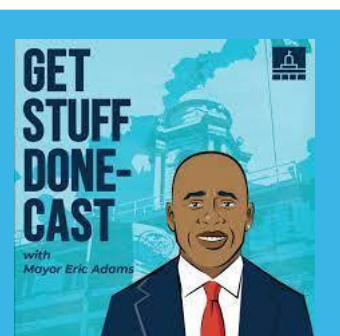


Know Your Contract! Series

A continuation of our popular "Did You Know?" series, these videos summarize key contract terms that you, the vendor, may not be aware of.

Every week, a featured MOCS employee presents different aspects of contracting in order to raise awareness of the things you need to know when you work with NYC agencies.

[Take a look at the videos](#) to learn more and then read your contract for full details.



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!](#)



MOCS in Your Neighborhood is an Overwhelming Success!

The results are in! MOCS In Your Neighborhood, our monthly in-person training and event series to help vendors learn how to contract with NYC, was a massive success!



Over 100 M/WBEs, small businesses and non-profit providers joined us on August 9th for 2 workshops and a HUGE business mixer at CUNY School of Law.

A big thank you to SBS, DSS, DFTA, DCAS, DEP, DOF, DHMH, DOI, DSNY, DYCD, FDNY, HPD, NYPD, NYCHA, NYCPS, and the Mayor's Office for tabling at our newest edition to the series – Speed Networking.

[Click here to keep a lookout for next month's MOCS In Your Neighborhood event in Brooklyn!](#)

PASSPort Public

Update: New Monthly Reports

MOCS already publishes monthly reports on the vendors who do business with the City. But, now five of our reports are now part of PASSPort Public:

[Complete Entity Summaries](#)

[Principals](#)

[Current Related Entities](#)

[Other Names](#)

[Performance Evaluations](#)

Because these reports are now integrated with PASSPort Public data, you can search on a vendor, then view all related results together on screen.

[MS Excel files of monthly reports](#) can also be easily downloaded and printed from the MOCS website.



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