STONY BROOK SMALL BUSINESS DEVELOPMENT CENTER
Presents: Hispanic Business Strategies Initiative
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M/WBE Certification Bootcamp

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For SBDC’s Hispanic Business Strategies Initiative

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• Small Business Development Center Questions
• NYS Advice to MWBE Companies
• SBU Advice to MWBE Companies
• SBU’s Procurement System Overview
• Contact Information
Small Business Development Center Questions

What types of contracts does SBU offer?

Is MWBE certification required to do business at SBU?

Who is eligible to obtain that SBU certification? (If it is needed)

What are the requirements?
What types of contracts does SBU offer?
SBU is a small city so we need a wide ranges of services and products.

Is MWBE certification required to do business at SBU? No, but it is very helpful. We have the discretionary authority to set aside opportunities for MWBEs.

Who is eligible to obtain that SBU certification? (If it is needed) Your company has to be at least 51% minority owned or women owned, and needs to meet the requirements of Empire State Development (including visiting your company) in order to obtain NYS certification.

What are the requirements? Please see https://esd.ny.gov/doing-business-ny/mwbe/mwbe-certification-eligibility-requirements for the details.
SBDC Questions – Continued

How long does the process to obtain certification take?

How business owners can find out about available bids?

What are the requirements to get contracts in SBU?

Recommendations to be successful with contracts.
SBDC Answers – Continued

How long does the process to obtain certification take? At least one year from the time you submit all of the documents.

How business owners can find out about available bids? We will look at both SBU’s Procurement System and New York State Contract System (NYSCS) in a short while.

What are the requirements to get contracts in SBU? The requirements are outlined in each bid, because bid is unique. There is a lot of paperwork to go through.

Recommendations to be successful with contracts. Be sure you thoroughly understand all of the requirements before you submit a bid.
Overall **NYS Advice to MWBE companies**

Obtain **ESD Certification** if not already NYS Certified – there are other similar certifications that can be confusing

Register with **NYS Contract System** - [https://ny.newnycontracts.com](https://ny.newnycontracts.com)

Get familiar with **NYSCS**
– Easy to use with training classes and videos
– Central Repository for all MWBE – SDVOB payments

*Be sure your email address in your account is correct!*
Overall SBU Advice to MWBE companies

https://www.stonybrook.edu/procurement

• Visit our website to register with the NYS Contract Reporter (NYSCR) and be sure to check for updates on our Procurements
• Visit our website often for updates about our bids
• Come to our Bidder’s Conferences – meet the Primes
• Send me your Capabilities Statement
• More websites: https://www.stonybrook.edu/site-directory - Contact the departments directly
• Contact SBU’s sisters on LI – Stony Brook Medicine, FSC, Old Westbury and SUNY Downstate
SBU’s Procurement System

Jaggaer Supplier Registration:  
https://solutions.sciiquest.com/apps/Router/SupplierLogin

Tutorial Video on registration process  
https://www.youtube.com/watch?v=EPwSanSotkw
Important Links

Jaggaer Supplier Registration: 
https://solutions.sciiquest.com/apps/Router/SupplierLogin

Tutorial Video on registration process
https://www.youtube.com/watch?v=EPwSanSotkw

Current Bid Opportunities/Vendor Database Portal
https://www.asa.stonybrook.edu/Procurement/CurrentBidOpportunities/Vendors/Account/LogIn

New York State Contract Reporter
https://www.nyscr.ny.gov/
Questions?

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