



DIVISION OF  
CAPITAL ASSET  
MANAGEMENT &  
MAINTENANCE

# OFFICE OF ACCESS AND OPPORTUNITY

Volume 1 Edition 8

## Compliance Corner

**The Office of Access and Opportunity – Compliance** presents “Compliance Corner.” Look out for helpful hints & information about required compliance reporting in DCAMM’s Contractor Management System (DCMS) and the Commonwealth’s Affirmative Marketing Program.


**Did you know...**



Designers and Contractors can **ALSO** add new users to B2GNow? Last tip, we talked about adding additional users to LCPtracker which is also an available function on the payment reporting side of the DCMS platform. As a user, you can report monthly payments to MBE and WBE subcontractors, add subcontractors, sign-up for system trainings, contact your assigned Compliance Officer via the system, respond to payment discrepancies, change the compliance contact for your project, etc. If you have been set up as the main user in the system but have multiple individuals within your organization that may be using B2GNow, this gives you the ability to add additional users so that everyone has their own unique log-in credentials. This gives Designers and Contractors the flexibility to keep the ball rolling even when designated individuals are on vacation, leaves of absence, are re-assigned, etc.

Log-in to B2GNow, from your dashboard select your project:

- To change assigned contact, click on “change” beside the current contacts name under the “Prime Contact” column. *(You can change this contact to any user already in your vendor profile)*
- Click on the “Users” tab to add new system users – Please note the user must not already have an email address associated with any other vendor account in the system.



**Vendor Profile: Contracts**

General Public Profile Users **Commodity Codes** Contacts Employees Certifications **Contracts** Workforce Comp/EEO Questionnaires

Trucking Test Vendor System Vendor Number: 20

Listed below are the contracts to which this vendor is assigned.

**Contracts as Prime Contractor**

Actions	Contract Number & Title	Contracting Organization	Prime Contact	Status	Dates	Award Amount	Paid
<a href="#">View</a>	TESTOIGAccess: LaGuardia Airport Central Terminal	Empire State Development	Chris Chapman ( <a href="#">change</a> )		9/18/2015 to 12/31/2017	\$0	
<a href="#">View</a>		Division of Capital Asset Management and Maintenance	Chris Chapman ( <a href="#">change</a> )	4 incomplete audits	1/11/2016 to 10/10/2020	\$31,531,000	\$32,9
<a href="#">View</a>	test123: Test 1	City of Tampa	Chris Chapman ( <a href="#">change</a> )		8/1/2017 to 8/4/2017	\$1	
Number of contracts as prime: 3						<b>\$31,531,001</b>	<b>\$32,9</b>

**Contracts as Subcontractor**

Actions	Contract Number & Title	Contracting Organization	Sub Contact	Status	Prime	Current Subcontract	A
<a href="#">View</a>	testtesttest: 112 Charles A. Lindbergh Dr. - Installation of Signage	The Port Authority of New York & New Jersey	Bob Chapman ( <a href="#">change</a> )		Bergen Sign Company, Inc.	\$1,900 10.00%	
Number of contracts as subcontractor: 1						<b>\$1,900</b>	

**Customer Support**

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