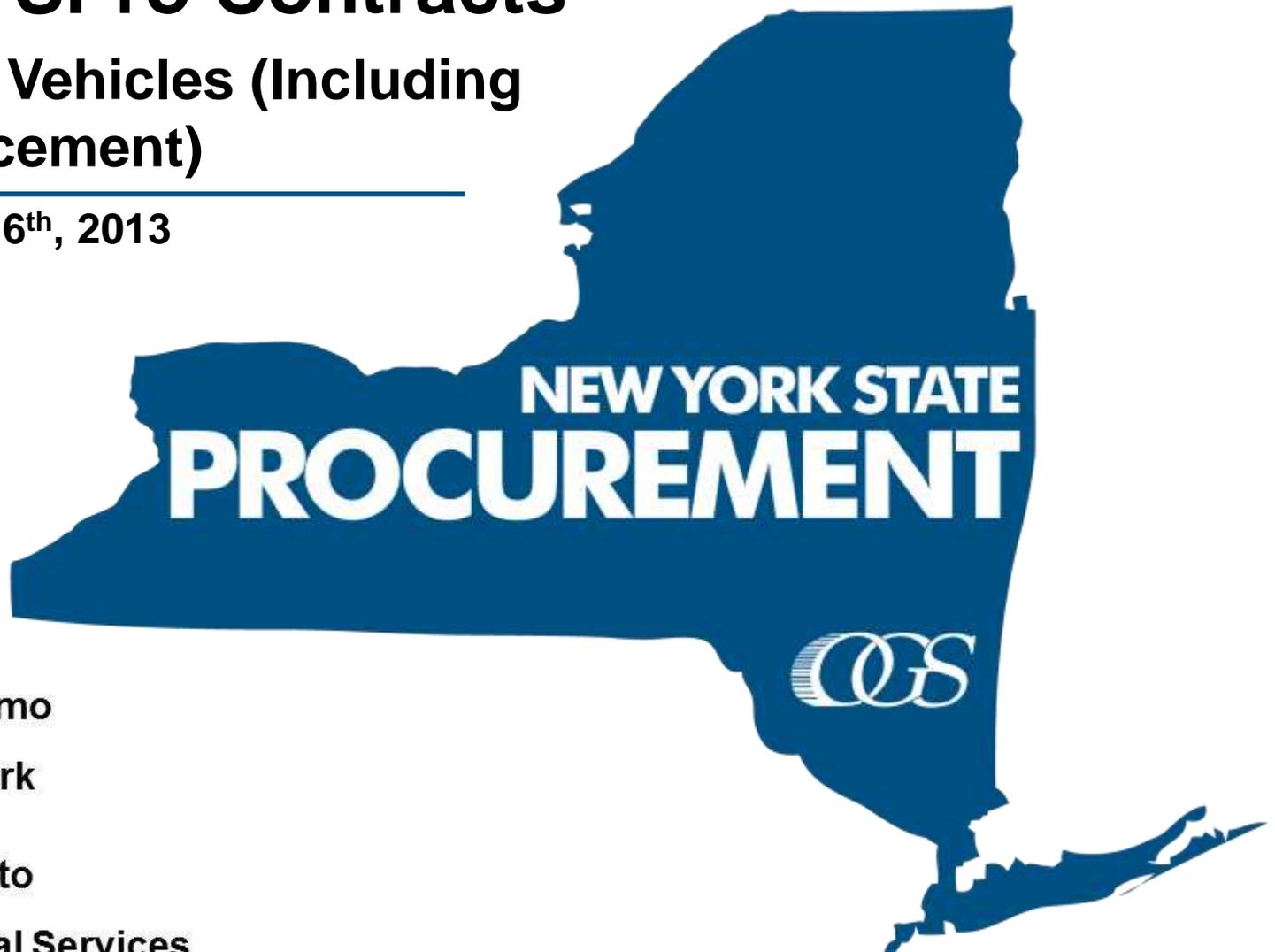


# **NEW NYSPro Contracts**

**Light Duty Vehicles (Including  
Law Enforcement)**

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**May 15<sup>th</sup> and 16<sup>th</sup>, 2013**



**Andrew M. Cuomo  
Governor  
State of New York**

**RoAnn M. Destito  
Commissioner  
Office of General Services**

# Light Duty Vehicles

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Award Nos. 22539 and 22648

- Compact Sedan
- Mid Size Sedan
- Full Size Sedan
- Hybrid
- Pickups
- SUV's
- Passenger Van
- Cargo Vans
- Mini Van
- Police Sedans
- Police SUV Utility



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# Light Duty Vehicles

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How the new awards differ from previous awards:

- Contractor specific contracts including all terms and conditions are now available via the award document.
- A list of all available vehicles along with contract pricing is provided.
- Following the vehicle list are detailed specifications for each vehicle.
- The vehicle cost includes all delivery charges. Destination charges are NO longer a separate line item.
- In some cases contractors offer a credit if the vehicle is picked up by the ordering entity.



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# Light Duty Vehicles

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## Benefits:

- Price increases for future model year vehicles were kept to a minimum because of the manner in which we required bidders to provide pricing information.
- Bidders were required to provide us with manufacturer & dealer discount information. All discounts remain unchanged during the contract term.
- In most cases contract prices for 2013 vehicles were only 1% - 2% higher than 2012 vehicles and in some cases pricing went down.
- This would not have been the case had we not identified a new pricing model during the strategic sourcing process.



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# Light Duty Vehicles

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To locate contracts go to - [www.ogs.ny.gov](http://www.ogs.ny.gov)

- Click “Centralized Procurement”
- Click “Contract Directories”
- Click “Search Contracts”
- Insert “Group 40451, Award No. 22539” or “Group 40451 Award No. 22648”
- Click Search



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# Light Duty Vehicles

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Information contained within the award document includes:

- Contracts w/terms and conditions
- Contractor Information
- Detailed Specifications for each vehicle
- Price Information
- Contract Updates (including build out schedules)



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# Light Duty Vehicles

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Lessons Learned - While NYSPRO has completed the Initial Strategic Sourcing Initiative, Users should conduct the following additional oversight:

- Know what your customers want/need.
- Gather all pertinent data before you proceed.
- When possible use competition among the contractors to drive more savings.
- Audit all invoices against the contract prior to payment.

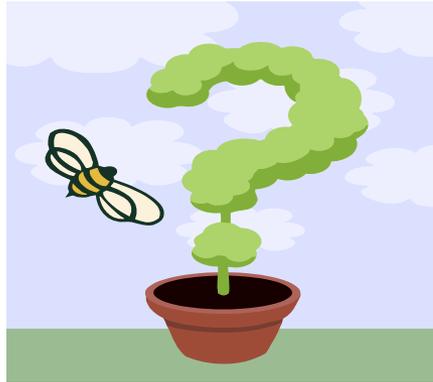


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# Light Duty Vehicles

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Questions -



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Contract Management Specialist

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# **NEW NYSPro Contracts**

## **Security Guard Services and Fire Safety Directors**

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**May 15<sup>th</sup> and 16<sup>th</sup>, 2013**



**Andrew M. Cuomo  
Governor  
State of New York**

**RoAnn M. Destito  
Commissioner  
Office of General Services**

# Security Guard Services and Fire Safety Directors

Multiple award contract

- Two primary contractors and two secondary contractors

Region	Primary Vendor	Secondary Vendor
1	Summit Security Services	Simaren Corp dba Wisdom Protective
2	Securitas Security Services, USA	Allied Barton Security Services
3	Securitas Security Services, USA	Allied Barton Security Services
4	Securitas Security Services, USA	Allied Barton Security Services
5	Summit Security Services	Allied Barton Security Services



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# Security Guard Services and Fire Safety Directors

Regionally awarded contract

- Five regions

Regions				
1	2	3	4	5
Bronx	Broome	Allegany	Clinton	Albany
Kings	Chenango	Cattaraugus	Essex	Columbia
Nassau	Cortland	Cayuga	Franklin	Dutchess
New York	Delaware	Chautauqua	Fulton	Greene
Queens	Madison	Chemung	Hamilton	Rensselaer
Richmond	Montgomery	Erie	Herkimer	Schenectady
Rockland	Onondaga	Genesee	Jefferson	Ulster
Suffolk	Orange	Livingston	Lewis	
Westchester	Otsego	Monroe	Oneida	
	Putnam	Niagara	Oswego	
	Schoharie	Ontario	Saratoga	
	Sullivan	Orleans	St. Lawrence	
		Schuyler	Warren	
		Seneca	Washington	
		Steuben		
		Tioga		
		Tompkins		
		Wayne		
		Wyoming		
		Yates		



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# Security Guard Services and Fire Safety Directors

## Price comparison observations

Facility	1st Qtr. 2012 Hourly Bill Rate Previous contract	January 2013 Hourly Bill Rate New contract	Difference
Facility 1 - Level 1 guard - NYC	\$27.62	\$21.52	(\$6.10)
Facility 2 - Level 1 guard – NYC	\$16.31 (\$10.60 prevailing wage)	\$21.52 (\$17.11 prevailing wage)	\$5.21
Facility 3 - Level 1 guard - NYC	\$16.75 (\$10.60 prevailing wage)	\$21.52 (\$17.11 prevailing wage)	\$4.77
Facility 4 - Level 1 guard - NYC	\$25.80	\$21.52	(\$4.28)
Facility 5 - Level 2 guard - NYC	\$25.89	\$25.52	(\$0.37)
Facility 6 - Level 1 guard - NYC	\$28.05	\$21.52	(\$6.53)
Facility 7 - Level 1 guard - NYC	\$27.37	\$21.52	(\$5.85)



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# Security Guard Services and Fire Safety Directors

Additional training

**Cost per Employee for Additional Requirements/Training (One time charge per employee trained or per exam)**

For example:

Region	Service Type						Medical Exams
		CPR	AED	OSHA	HIPPA		
2	Level 1	\$100.42	\$25.11	\$25.11	\$25.11	\$45.00	
	Level 2	\$102.13	\$25.53	\$25.53	\$25.53	\$45.00	



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# Security Guard Services and Fire Safety Directors

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## Daily Vehicle Cost Per Vehicle

Upon Authorized User's request, requirements may include vehicles. In such cases, the vehicle prices below will be used and considered all-inclusive (daily vehicle expense, insurance, gas, repairs and maintenance, etc.)

For example:

	Region 2
Daily Vehicle Costs	\$31.17



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# Security Guard Services and Fire Safety Directors

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## Wrap Up

- Proven responsible contractors
- Contract coverage
- Allows for additional requirements
- Patrol vehicles for larger sites or secured facility grounds
- Very competitive pricing based on percent of mark up over prevailing rates



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# Security Guard Services and Fire Safety Directors

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Questions -



Presenter: Todd Kayser

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Website: [www.ogs.ny.gov](http://www.ogs.ny.gov)

Group 71011, Award 22436

Contract term: July 24, 2012 through July 23, 2017



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# NEW NYSPro Contracts

## Mobile Wireless Strategic Sourcing Initiative

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May 15<sup>th</sup> and 16<sup>th</sup>, 2013



Andrew M. Cuomo  
Governor  
State of New York

RoAnn M. Destito  
Commissioner  
Office of General Services

# Comprehensive Telecommunications Services Contract Overview

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## Comprehensive Telecommunications Services (CTS) Awards

- Multiple Award Contracts
- 29 Contractors
- Service Offerings in Multiple Lots and Categories
- Mobile Wireless Lot 3, Category E.
- Four Carriers Currently Awarded Contracts (AT&T, Sprint, T-Mobile, Verizon Wireless)



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# Mobile Wireless Strategic Sourcing

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- Composed a Team comprised of Large Spend State Agencies
- Reviewed Data from Users, Contractors and Contract Sales Reports
- Compared NYS Contract Pricing with Western States Contracting Alliance (WSCA) Mobile Wireless Pricing
- Received Feedback from NYS' Peer States (Florida and California)
- Determined Plans/Areas with Most Spend
- Conducted Most Favored Nation Fact-Based Negotiation with the four contract Mobile Wireless Carriers



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Negotiations resulted in ...

**REDUCED PRICING FOR ALL!**



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# SAVINGS – BY THE NUMBERS

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- All four carriers extended to OGS contract users enhanced terms and /or reduced pricing
- NYS Agency Contract users will enjoy an average savings of 40% when utilizing the new wireless services plans, which equates to an estimated savings of \$4.5 million per year.



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# Verizon Wireless – All Users

Vendor	Plan	Original Contract Price	New Contract Price	Savings \$	Savings %
Verizon Wireless	Unlimited voice	\$69.99	<b>\$49.99</b>	\$20.00	29%
Verizon Wireless	Domestic Data (Smartphone)	\$34.99	<b>\$24.99</b>	\$10.00	29%
Verizon Wireless	Shared Voice	300 mins @ \$29.99	<b>200 mins @ \$14.99</b>	\$15.00	50%
Verizon Wireless	Shared Voice	600 mins @ \$40.99	<b>500 mins @ \$29.99</b>	\$11.00	27%
Verizon Wireless	Shared Voice & Data Bundle	300 mins @ \$49.99	<b>200 mins @ \$34.99</b>	\$15.00	30%
Verizon Wireless	Shared Voice & Data Bundle	600 mins @ 60.99	<b>500 mins @ \$49.99</b>	\$11.00	18%



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# Verizon Wireless - State Agencies Only

Vendor	Special Add Plan	Original Contract Price	New Contract Price	Savings \$	Savings %
Verizon Wireless	Pay-As-You-Go Voice	0 minutes @ \$11.99 plus \$0.25/minute	<b>0 minutes @ \$6.99 plus \$0.06/minute</b>	\$3.00 plus \$0.19/minute	25%
Verizon Wireless	Voice Calling Plan – Zero minute Add-A-Line	0 shared/pooled minutes @ \$19.99	<b>0 shared/pooled minutes @ \$10.00</b>	\$9.99	50%



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# Sprint – All Users

Vendor	Plan	Original Contract Price	New Contract Price	Savings \$	Savings %
Sprint	Bundled Voice & Data Plan	400 minutes @ \$49.99 Plus \$10.00 premium data plan	<b>400 minutes @ \$54.99</b>	\$5.00	9%
Sprint	Pay-As-You-Go Voice	0 minutes @ \$10.00 plus \$0.10/minute	<b>0 minutes @ \$9.00 plus \$0.06/minute</b>	\$1.00 plus \$0.04/minute	10%
Sprint	100 Text Messages (for PAYG Voice)	300 Text Messages @ \$2.00	<b>300 Text Messages @ \$0.00</b>	\$2.00	100%
Sprint	1,000 Text Messages (for PAYG Voice)	1,000 Text Messages @ \$5.00	<b>1,000 Text Messages @ \$4.00</b>	\$1.00	20%
Sprint	Unlimited Text Messages (for PAYG Voice)	Unlimited Text Messages @ \$8.00	<b>Unlimited Text Messages @ \$7.00</b>	\$1.00	12%
Sprint	Unlimited Voice Plan	\$99.99	<b>\$59.99</b>	\$40.00	40%
Sprint	Unlimited Data (broadband)	\$39.99	<b>\$37.99</b>	\$2.00	5%
Sprint	Domestic Data (Blackberry)	\$37.49	<b>\$39.99 or \$19.99 when added to a voice plan</b>	\$17.50	47%
Sprint	Sprint Primary Data Plan	\$37.49 / month	<b>\$34.99 / month</b>	\$2.50	7%



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# Sprint - State Agencies Only

Vendor	Plan	Original Contract Price	New Contract Price	Savings \$	Savings %
Sprint	Nextel National Network Migration Plan (smartphone voice & data)	200 minutes and 300 text @ \$41.99 plus \$10 premium data	<b>300 minutes and 200 text @ \$42.99 (premium data included)</b>	\$9.00	17%
Sprint	Nextel National Network Migration Plan (smartphone voice & data)	200 minutes and unlimited text @ \$44.99 plus \$10 premium data	<b>400 minutes and 200 text @ \$46.99 (premium data included)</b>	\$8.00	15%
Sprint	Nextel National Network Migration Plan (smartphone voice & data)	400 minutes and unlimited text @ \$49.99 plus \$10 premium data	<b>400 minutes and unlimited text @ \$48.99</b>	\$11.00	18%



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# AT&T – All Users

Vendor	Plan	Original Contract Price	New Contract Price	Savings \$	Savings %
AT&T	Pay-As-You-Go Voice	0 minutes @ \$9.99 plus \$0.12/minute	<b>0 minutes @ \$9.75 plus \$0.06/minute</b>	\$0.24 plus \$0.06/minute	26%
AT&T	Unlimited Voice	\$69.99	<b>\$49.99</b>	\$20.00	28%
AT&T	Unlimited Data (broadband)	\$42.00	<b>\$37.99</b>	\$4.01	10%
AT&T	Unlimited Text Messages	\$10.00	<b>\$8.00</b>	\$2.00	20%
AT&T	Domestic Data	\$34.99	<b>\$23.40</b>	\$11.59	33%



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# T-Mobile – All Users

Vendor	Plan	Original Contract Price	New Contract Price	Savings \$	Savings %
T-Mobile	Unlimited Voice	\$61.27	<b>\$32.08</b>	\$29.19	47%
T-Mobile	Unlimited Data (broadband)	\$49.19	<b>\$20.00</b>	\$29.19	59%
T-Mobile	Domestic Data (Smartphone)	\$32.79	<b>\$16.39</b>	\$16.40	50%



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# Lessons Learned Moving Forward

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While OGS NYS Procurement has completed the Initial Strategic Sourcing Initiative, Users should conduct the following additional oversight

- Know what your customers want/need
- Gather all of your data before you proceed
- Review the Fine Print of Proposed Plan/Service Language
- Audit all invoices prior to payment
- Reexamine your actual usage on a regular basis. You want to make sure that you actually need to pay for a plan/service.
- Use competition among the contractors to drive more savings.
- Work with your program units to identify future needs/policy changes that may affect your contract spending
- Know your Subject Area



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# Questions & Presenter Contact Info -

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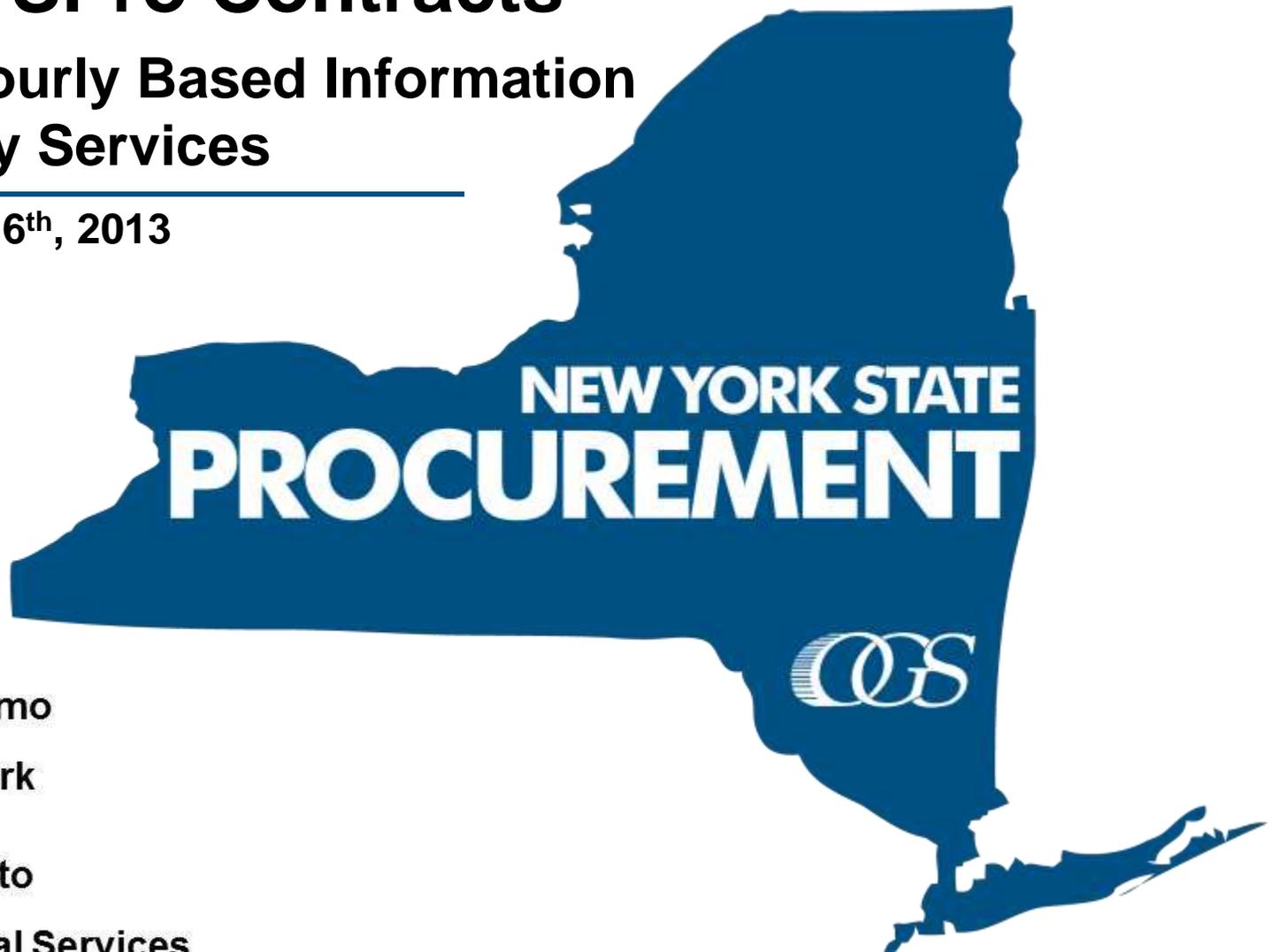
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# **NEW NYSPro Contracts**

## **HBITS – Hourly Based Information Technology Services**

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**May 15<sup>th</sup> and 16<sup>th</sup>, 2013**



**Andrew M. Cuomo  
Governor  
State of New York**

**RoAnn M. Destito  
Commissioner  
Office of General Services**

# HBITS – Hourly Based Information Technology Services

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## *Agenda*

- I. HBITS**
- II. Goals of the HBITS Team**
- III. Highlights**
- IV. Process**
- V. eHBITS Portal**



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# HBITS – Hourly Based Information Technology Services

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*New York State Procurement (NYSPRO) recognizes that as advancements in technology continue to grow at a rapid pace, the need to hire hourly based information technology staff is essential to an agency's success and that the hiring of hourly staff is and has been an ever increasing challenge for State and Local governments.*



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# HBITS – Hourly Based Information Technology Services

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*Steps how the HBITS process alleviates some of the pain points that have been associated with this process.*

- **No OSC Preapproval** – not required for OGS centralized contracts - proper internal approvals, B1184 and PTP are still necessary where applicable
- **Centralized Task Orders** – the HBITS team works with all agencies reviewing submitted Task Orders in an effort to ensure that they are viable for all parties involved
- **Mandatory Screening** – the HBITS team performs the Mandatory screening of all Task Orders that have been submitted by the vendors in order to ensure that only viable candidates are considered for your review
- **Requested Qualification Review** – HBITS team reviews the actual requested qualifications of the agency prior to the Cost Methodology in order to ensure we are passing on viable candidates not solely based on Cost
- **Cost Methodology** – Review viable Task Orders and remove the highest 50% prior to forwarding onto agencies
- **Time Savings** – The average time for a HBITS placement is approximately 30 days
- **OGS Invoicing** – the monthly invoicing is handled by OGS directly ensuring timely payments to vendors



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# HBITS – Hourly Based Information Technology Services

*The HBITS process has been streamlined from 4-6 months to 23-25 days.*

ROLE	TASKS	TIMELINE	FORMS
AGENCY	<ul style="list-style-type: none"> <li>Obtain all approvals – internal, PTP, B-1184, and Federal, if applicable</li> <li>Completes Form 1, Task Order Request Form</li> </ul>	-	FORM 1
HBITS TEAM	<ul style="list-style-type: none"> <li>OGS reviews the request</li> <li>Validates all data fields &amp; compliance with contractual terms</li> <li>Submit to the Contractors</li> </ul>	2-3 days	FORM 1
CONTRACTORS	<ul style="list-style-type: none"> <li>Reviews and decides to bid or not</li> <li>Submits completed FORM 2s for proposed Candidates</li> </ul>	10 days	FORM 2
HBITS TEAM	<ul style="list-style-type: none"> <li>OGS validates mandatory requirements from Contract are met</li> <li>OGS Performs cost evaluations</li> <li>OGS forwards appropriate responses to the Agency</li> <li>OGS releases those Candidates not forwarded onto Agency</li> </ul>	1-2 days	FORM 2
AGENCY	<ul style="list-style-type: none"> <li>Agency reviews Candidate and assigns up to 80 points</li> <li>Determine most technically qualified candidates to interview by technical scores</li> <li>Agency schedules interviews (minimum of 3)</li> <li>Notifies OGS of Candidates not selected for interview for release</li> </ul>	1-5 days	FORM 3A and Summary Sheet
	<ul style="list-style-type: none"> <li>Interviews to validate initial score and qualifications (worth 20 points)</li> <li>Completes Evaluation Form 3B on all interviewees</li> <li>Selects the highest technically scored candidate after interview</li> <li>Notifies HBITS Team of selection</li> <li>Retains copies of all Forms for procurement record</li> </ul>	2-5 days	FORM 3B and Post- Interview Summary Sheet
AGENCY & CONTRACTOR	<ul style="list-style-type: none"> <li>Contractor has 10 business days to perform all candidate placement requirements and finalizes onboarding of consultants.</li> </ul>	-	-
<b>TOTAL TIME FRAME:</b>		<b>23-25 days</b>	



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# HBITS – Hourly Based Information Technology Services

## Candidate Submittal - Methodology

*The HBITS Team will use the following cost methodology to determine the total number of qualified Candidate Response Forms to be passed on to the Executive Agency Authorized User for each position sought.*

Candidate Response Forms: Cost Methodology		
# of Qualified Candidates Received	# Passed onto Agency	Notes:
10 - 40	50% of the Candidate Response Forms with the LOWEST HOURLY BILL RATES	If 11th Lowest is within 1% of the 10th Lowest, it would also be forwarded on.
6 - 10	Candidate Response Forms with 5 LOWEST HOURLY BILL RATES	If 6th Lowest is within 1% of the 5th Lowest, it would also be forwarded on.
5 or fewer	HBITS Team will investigate and determine to RESTART PROCESS or forward ALL Candidate Response Forms.	
<b><i>Once candidates are released, they are available for other Task Order requests</i></b>		

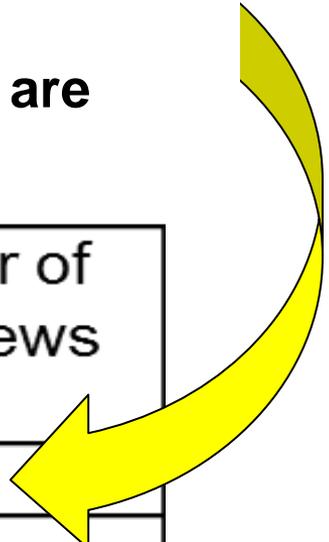


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# HBITS – Hourly Based Information Technology Services

- An Executive Agency Authorized User is required to interview the top three candidates with the highest technical score resulting from the preliminary evaluation before it may select a lower ranked candidate to be interviewed.
- There is no financial score; this is not a mini-bid. Rates are already established.

Number of Positions Sought through a Single Task Order	Minimum Number of Candidate Interviews
1	3
2	5
3	6
4	8
5	10





## Hourly-Based IT Services

**This web portal is for Agencies, Customers and Vendors selected through the Hourly-Based Information Technology Services (HBITS) Contract Directory.**

- A Task Order job cannot exceed 24 months (without exception).
  - Please follow the process delineated for either Agency/Customer or Vendor.
- Each web portal is independent of one another and cannot be seen by the other party.

Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec vulputate congue ornare. Vestibulum a metus magna, sed elementum ligula. Phasellus suscipit erat ut orci mollis in facilisis arcu aliquet. Pellentesque faucibus, diam vitae varius molestie, mauris quam tristique enim, quis scelerisque libero lacus a odio.

Questions should be addressed to HBITS at [hbits.nonexecutiveagencies@ogs.ny.gov](mailto:hbits.nonexecutiveagencies@ogs.ny.gov)

### Login

Access your HBITS Dashboard. You will be re-directed to a secure access site.

[Login](#)

### Request Login

If you do not currently have access to HBITS, contact the State's HBITS Coordinator at [hbits.nonexecutiveagencies@ogs.ny.gov](mailto:hbits.nonexecutiveagencies@ogs.ny.gov)





- [Agency Dashboard](#) ▸
- [Task Order Request](#)
- [Preliminary Evaluation](#)
- [Interview Evaluation](#)
- [Modification Request](#)
- [Agency Issue Form](#)

## Hourly-Based IT Services for Agencies

General information for authorized users. Lorem ipsum dolor sit amet, consectetur adipiscing elit. Donec vulputate congue. Questions should be addressed to:

- State Agencies - [hbits.stateagencies@ogs.ny.gov](mailto:hbits.stateagencies@ogs.ny.gov)
- Contractors - [hbits.contractors@ogs.ny.gov](mailto:hbits.contractors@ogs.ny.gov)
- Non Executive Agencies - [hbits.nonexecutiveagencies@ogs.ny.gov](mailto:hbits.nonexecutiveagencies@ogs.ny.gov)

### Current Task Orders

Task Order	Status	Authorized User	Job Title	Staff	Start Date	Est. End Date	Location
<a href="#">12-13-005</a>	Pending	Briana Johnson	JAVA General Maintenance	1	OCT-02-2012	OCT-02-2012	Albany, NY
<a href="#">12-13-004</a>	Pending	Anna Veronica Smith	JAVA General Maintenance	2	OCT-06-2012	OCT-06-2012	Albany, NY
<a href="#">12-13-012</a>	Approved	Damon Sanchez	JAVA General Maintenance	3	JUL-12-2012	JUL-12-2012	Albany, NY
<a href="#">12-14-019</a>	Closed	Alyssa Chan	JAVA General Maintenance	4	FEB-29-2011	FEB-29-2011	Albany, NY
<a href="#">12-11-020</a>	Rejected	Briana Johnson	JAVA General Maintenance	5	AUG-01-2012	AUG-01-2012	Albany, NY
<a href="#">12-09-123</a>	Pending	Anna Veronica Smith	JAVA General Maintenance	1	MAR-20-2012	MAR-20-2012	Albany, NY
<a href="#">12-07-045</a>	Pending	Damon Sanchez	JAVA General Maintenance	2	SEP-01-2011	SEP-01-2011	Albany, NY
<a href="#">12-16-003</a>	Approved	Alyssa Chan	JAVA General Maintenance	3	OCT-10-2011	OCT-10-2011	Albany, NY
<a href="#">12-10-024</a>	Closed	Brian Adams	JAVA General Maintenance	4	MAY-22-2012	MAY-22-2012	Albany, NY
<a href="#">12-03-076</a>	Rejected	Chuck Billy	JAVA General Maintenance	5	APR-12-2011	APR-12-2011	Albany, NY





Agency Dashboard

Task Order Request

**Instructions** ▶

Agency Details

Project Details

Job Details

Time/Duration

Location Details

Qualifications

Additional Details

Preliminary Evaluation

Interview Evaluation

Modification Request

Agency Issue Form

## Task Order Request / Form 1

[Print](#) [Cancel](#)

[Submit](#)

**This Form Will Act as the Main Input into corresponding evaluation forms.**

General information...A maximum of five (5) candidates may be requested if all positions are for the same service group, job title, skill level/demand and position qualifications. Accordingly, this form may change based on final development needs and identified fields below may be adjusted based on the authorized user and may not be applicable to all requests. All fields will be required or the portal cannot accept the submission. This is the web-based form authorized users will complete to initiate HBITS support.

Questions should be addressed to the State's HBITS Coordinator, [First/Last Name], at [email@ogs.com](mailto:email@ogs.com)

Request Date

### Agency Details

Agency Name:

Contact Name:

Contact E-mail Address:

Contact Phone Number:

Has Agency received the necessary internal agency (management) approvals to support this Task Order Request?  YES  NO  N/A

[Back to Top](#) ▲



# HBITS – Hourly Based Information Technology Services

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*We're here to assist the users of the HBITS Contract and meet our goals. Specifically...*

- Assist the Agencies in receiving quality services
- Stimulate competition and save money through an effective HBITS process
- Evaluate vendors using a performance-based, metric driven process and workflow
- Ensure awards are based on a consistent evaluation process
- Maintain a dynamic group of quality vendors
- Increase MWBE opportunities for agencies
- Use technology to create an easy, time savings process for users
- Produce monitoring and performance reports for senior leadership
- Utilize a fast, consistent invoice process



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# HBITS – Hourly Based Information Technology Services

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## *Contact Information*

**State Agencies - [hbits.stateagencies@ogs.ny.gov](mailto:hbits.stateagencies@ogs.ny.gov)**

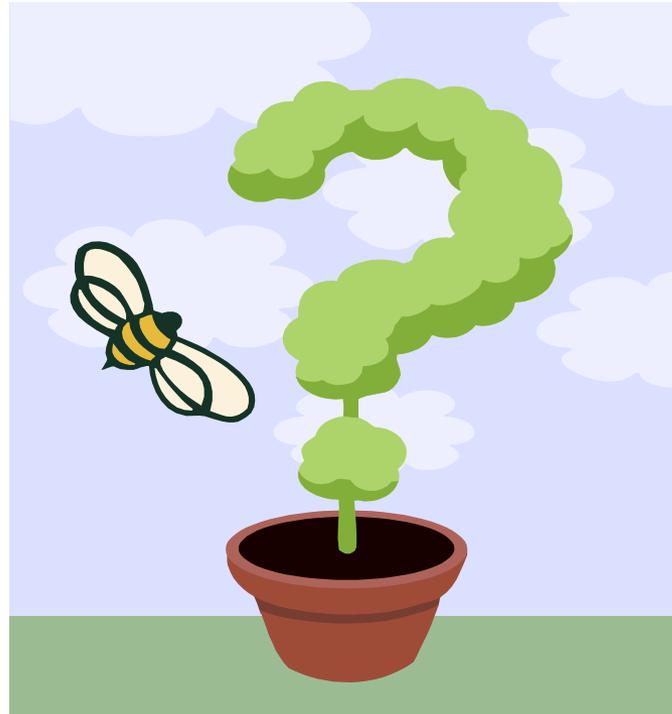
**Non-Executive Agencies - [hbits.nonexecutiveagencies@ogs.ny.gov](mailto:hbits.nonexecutiveagencies@ogs.ny.gov)**

**Contractors - [hbits.contractors@ogs.ny.gov](mailto:hbits.contractors@ogs.ny.gov)**



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