

City Contract Management System (CCMS)

Prime and Subcontractor Training

Economic Development Department
Small Business Office

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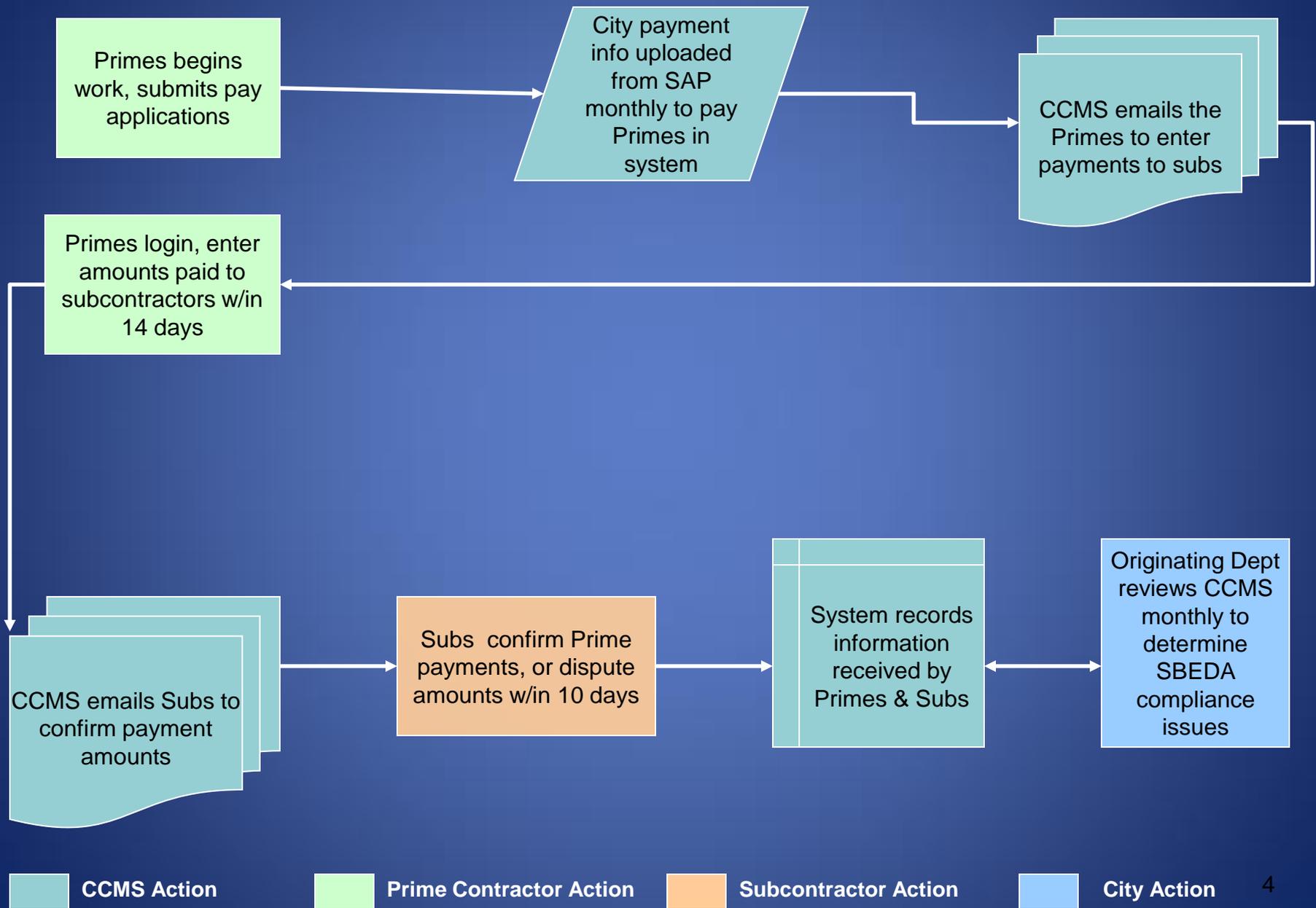
Overview

CCMS is a web-based tool that provides:

- Contract compliance
- Online Audits
- Automatic Notifications
- S/M/WBE Monthly Utilization Reports

B2Gnow is the software vendor providing and maintaining the system for the City of San Antonio

Understanding the Audit Process



SBEDA Compliance Notification Timeline

SBO Compliance Reports:
 Report for May ran – 4/16/13
 Report for June ran – 6/3/13

SBO generates master report on vendor issues for potential non-compliance

SBO sends OD's notification of potential Vendor Non-Compliance

First Potential Non-Compliance Notification:
 SBO email to departments informing of the May report was sent – 4/23/13
 SBO email to departments informing of the June report was sent – 6/12/13

Initial determination of vendor non-compliance. Template letters sent to departments to send to vendors.

Second Non-Compliance Notification:
 SBO email to departments informing of the May potential non-compliance was not resolved and sent – 6/20/13
 SBO email to departments informing of the June potential non-compliance was not resolved and sent – 7/1/13

Process complete, no penalties enforced

Departments Resolving an Entire Potential Non-Compliance Report:
 Aviation, CVB, Downtown Ops, Finance, HR, Metro Health, and Parks & Recreation

OD should work closely with vendor to resolve compliance

OD/SBO recommends sanctions and penalties to City Manager or designee

City Manager or designee's decision final for vendor penalties & sanctions

Process Complete, penalties enforced

Did the vendor address the issues within 14 days?

Did the vendor address the issue within 14 days?

Did the vendor request a hearing?

Was the reasoning by the vendor for non-compliance approved?

YES

NO

YES

NO

NO

YES

NO

YES

CCMS Log-In

(Processing)

-
-
-
-
-

* Access Granted *

1



CITY OF SAN ANTONIO

RESIDENTS

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BUSINESS

YOUR GOVERNMENT

SEARCH



Downtown San Antonio

CITY SPOTLIGHT



VITAL RECORDS AVAILABLE AT FOUR LIBRARY BRANCHES

Immunization records and birth certificates will be available at Cortez, Great Northwest, Mission and Thousand Oaks during July and August.



DID YOU KNOW?

...The City of San Antonio continues to maintain a general obligation bond rating of "AAA" from all three major rating agencies...



JULIÁN CASTRO
MAYOR

A 38-year-old San Antonio native, Mayor Julián Castro is the youngest mayor of a Top 50 American city. First elected on May... >

CITY COUNCIL AGENDA

FIND YOUR CITY COUNCIL MEMBER

CITY JOB VACANCIES

CITY SERVICES / E-SERVICES



SHERYL SCULLEY
CITY MANAGER

Sheryl Sculley began serving

PRE-K 4 SA



Get information about the Pre-

CITY BUSINESS LEADERS



Interviews with business



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CITY ANNUAL REPORT

REQUEST A CITY DOCUMENT - OPEN RECORDS

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1

BIDS & PURCHASING

Bidding & Contracting Opportunities

City Contract Management System

San Antonio eProcurement System (SAePS)

BUILDING & DEVELOPMENT

Building Permits Info

Crack Improvements Management Services

Center City Development Management System

Development Services

Economic Development

International Relations

Online City Services

Planning & Community Development

Public Works

EMERGENCY SERVICES

Fire

Police

MAPS & STATISTICS

Community Statistics (NowData)

Crime Data & Stats

Health Demographics

San Antonio Demographics

Zoning

CITY GOVERNMENT & DEPARTMENTS

Mayor

City Council

City Manager

City Clerk

All City Departments

Downtown San Antonio

More Business Links

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MAYOR

A 38-year-old San Antonio native, Mayor Julián Castro is the youngest mayor of a Top 50 American city. First elected on May... >

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FIND YOUR CITY COUNCIL MEMBER

CITY JOB VACANCIES

CITY SERVICES / E-SERVICES



SHERYL SCULLEY
CITY MANAGER

Sheryl Sculley began serving as City Manager of San



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Immunization records and birth certificates will be available at Cortez, Great Northwest, Mission and Thousand Oaks during July and August.



PRE-K 4 SA



Get information about the Pre-K 4 SA program.

CITY BUSINESS LEADERS



Interviews with business leaders based in San Antonio.



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EXPLORE THE CITY



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Small Business

Calendar of Events

Articles, Reports, &
Studies

SBEDA Forms

San Antonio electronic
Procurement System
(SAePS)

All vendors and suppliers
interested in doing
business with the City must
register in SAePS.



City of San Antonio Contract Management System

[Home/Login](#)

System Access Login

Username:

Password:

[Forgot Password](#)
[Account Lookup](#)

- [Find a Certified Firm](#)
- [Contact Us & Support](#)
- [Information for City staff](#)
- [About the System](#)

2

The Economic Development Department welcomes you to the **City of San Antonio's Contract Management System (CCMS)**. CCMS includes the following key features:

- Automated communication with prime and subcontractors via email regarding compliance and resolution issues
- Submission of contractors' monthly utilization reports online and automated tracking of Small Business Economic Development Advocacy (SBEDA) Program subcontracting goals
- Automatic verification of revenues and expenditures
- Flexible reporting capabilities

3



Welcome to our system!

Our system is designed to make data gathering simpler and faster. Please review the information below before continuing to ensure that you maximize the power of this tool.

Security

- » Change your password immediately if someone else set up your account.
- » Do not use someone else's account. Every person must have their own account. If you do not know how to set up a user account, please contact us through the messaging system: from the left menu, click **Message**, then **Contact System Support**.

Navigating

- » All system functions are available from the menu on the left. Just click any of the topics to view the subitems. This menu is visible at all times.
- » The page you will see after this welcome screen is your dashboard. It provides a quick summary of your assigned **1** and alerts you if immediate action is required.

Finding Records

- » If you need to find a particular record (contract, vendor, user, certification), the best place to start is Search. From the left menu, click **Search**, then select the type of record you need to find. For tips on searching the system, download the Quick Guide listed below

Help & Support

- » Download the latest support guides in PDF format. Staff should use the [Staff Quick Guide](#) and [Staff User Manual](#). Any users that deal with vendors on a regular basis should also view the [Vendor Quick Guide](#), [Vendor Training Manual](#), and [Customer Support Guide](#).
- » More help options are available from the left menu under **Help & Support**, including our online help system, a Forums module, and messaging tools.

Do not show this page again.

Continue

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Reporting Tools »

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Tools »

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Help & Support »

System »

Logoff

[Show All](#) [Hide All](#)

Logged on as:
Lisa Woodard,
City of San Antonio

User Homepage / System Dashboard



Home

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Show All Hide All

Logged on as: **Chucki Mead**

Your Dashboard

Displaying records assigned to **your company**

My Contracts

Total				2
Open				2

My Contract Audits

	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	5	5
Audit Discrepancies »	0	1	1

My Certification Applications

	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

My Certifications

	Active	Pending	Expiring
Status	0	0	0

Alerts

No Activated Alerts. [View Pending Alerts.](#)

System News

New: Training Classes & Events

Learn more about the system with our regular training classes and see upcoming events relevant to your business.

- From the left menu, select **View > My Events** or **Help & Support > Training Classes**
- Training classes are posted weekly
- Learn about the various system modules
- Dive deep into specific functions
- Classes are regularly repeated
- Training is live, no precanned videos
- Connect online while at your desk
- Class are available for vendors

[» View events & RSVP today](#)

Technical Alert

An issue has been reported with the new Internet Explorer 9 Beta. This browser sometimes does not display drop down menus due to a bug. Microsoft has not yet issued a fix, so we recommend that users access B2Gnow with IE7 or IE8 instead. A good online resource for removing IE9 can be found [here](#).

Configure

[Change Your Password](#)
[Edit Your User Settings](#)

[Business Info](#)
[Profile Setup](#)
[List/Add Users](#)
[Main Contacts](#)
[Commodity Codes](#)
[EEO/Workforce Comp.](#)

[Customer Support](#)

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Prime Resolving Incomplete Audits

User Homepage / System Dashboard

Training System
B2Gnow

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Forums
Submit Feedback
Report a Problem
System Status Board
Email Test
About B2Gnow
Logoff
Show All Hide All

Your Dashboard Displaying records assigned to **your company**

My Contracts

Total				2
Open				2

My Contract Audits

	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	5	5
Audit Discrepancies »	0	1	1

My Certification Applications

	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

My Certifications

	Active	Pending	Expiring
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- [Edit Your User Settings](#)
- [Business Info](#)
- [Profile Setup](#)
- [List/Add Users](#)
- [Main Contacts](#)
- [Commodity Codes](#)
- [EEO/Workforce Comp.](#)

Logged on as: **Chucki Masal**
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Incomplete Audits per Contract per Month

Training System **B2Gnow** **Vendor Control Panel: Contract Audits** [Help & Tools](#)

Messages | **Contract Audits** | Outreach

Displays all audits. Click the transaction number or status to view. To view **older audits**, select a different time period in the **Audit Period** drop down menu. To view **incomplete audits**, select a different status in the **Current Status** drop down menu. Results may be listed on multiple pages. [Show ALL Incomplete Audits](#)

Show ONLY records assigned to you

1 - 6 of 6 records displayed: [Previous Page](#) < Page 1 > [Next Page](#) Records per page 20

To resort click on column title. To filter click on the drop down menu. [Refresh Table](#)

Status	Audit Period	Contract number & title	Organization	Paid to Prime
Incomplete	August 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$100,000.00
Incomplete	July 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$50,000.00
Incomplete	June 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$50,000.00
Incomplete	May 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$100,000.00
Incomplete	April 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$200,000.00
Incomplete	March 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$50,000.00

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3

Resolving Incomplete Audit Month

Training System **B2Gnow**

Contract Audit: Audit Notice for March 2012 Help & Tools

[Contract Main](#) | [View Contract](#) | [Subcontractors](#) | [Compliance Audit List](#) | [Messages](#) | [Comments](#) | [Reports](#)

4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

This is an audit notice for the contract listed below. Submit a response for each item listed below by clicking each link in the **Audit Actions** table. It is possible that some actions are not available at a specific time due to pending reports from other contractors.

Audit Information	
Time Period	March 2012
Audit Number	00682109-002
Date & Time Posted	Local: 9/7/2012 11:24:50 AM CDT System: 9/7/2012 11:24:50 AM CDT

Submit a response for each item listed below by clicking each link. It is possible that some actions are not available at a specific time. As the prime contractor your responsibility is to report payments made to subcontractors.

Audit Actions	
Category	Action Required & Response Due Date
Prime Contractor	Report 7 subcontractor payments due by 11/6/2012

Contract Compliance Officer Information	
Contact Person	Michael Sindon
Organization	City of San Antonio
User Number	30000068-178

Buyer/Project Manager Information	
Contact Person	Contract Administrator
Department	San Antonio Economic Development
User Number	10000464-001

1

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Contract Audit: March 2012

Training System

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Contract Audit: March 2012
Help & Tools

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports
Status: **Open**
8/5/2011 - 8/5/2014
Current Value: \$800,000

460000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Listed are subcontractors assigned to this contract. Click the links to the right of the vendor's name to submit or edit a response. You must submit data on each subcontractor to complete the audit.

Audit Information

Audit Response Status: Not complete; 7 sub responses to be submitted. (View Detail)

Audit Period: **March 2012**

Payment to Prime: **\$50,000.00**

Marked As Final Audit?: **No (mark audit as final)**

Audit Summary - Total Contract Through TODAY (9/21/2012)

	Award	Award Percent	Payments	Payments Percent	Difference (Payments - Award)
Prime Contract	\$800,000.00		\$550,000.00		
For Credit	\$0.00	0.000%	\$0.00	0.000%	Goal matched
For Credit to DBE Goal	\$0.00	0.000%	\$0.00	0.000%	Goal matched
For Credit to M/WBE Goal	\$0.00	0.000%	\$0.00	0.000%	Goal matched
For Credit to SBE Goal	\$0.00	0.000%	\$0.00	0.000%	Goal matched
Contract Progress	68.8% <div style="width: 68.8%; height: 10px; background-color: #000; border: 1px solid #ccc;"></div>				
For Credit Progress	0.0%				

Award values may not match due to differences between overall contract goal and subcontractor assignments.

Mark 7 Remaining Subcontractors as Zero
Mark Audit as Final

Submit ALL Incomplete Records
Report Error

Subcontractor Payments for March 2012

Subcontractor	Certified	Type	Inc. in Goal	Actions	Paid Amount in March 2012	Confirmed by Sub	Total To March 2012	Contract Goal	Actual Percent
4U Services, Inc. Liang Chen contact@stellard.com P 212-432-2848; F 212-432-2846	✓	Sub	No	Submit Response	Not Reported	--	\$0.00	1.250%	0.000%
E-Z Bel Construction, LLC Ish Garcia idgarci@ezbel.com P 210-736-6595 Ext. 220; F 210-735-1842	✓	Sub	SBE	Submit Response	Not Reported	--	\$0.00	5.000%	0.000%
Kimley Horn and Associates Enda Melvin hedavat@kimley-horn.com P 408-279-3826; F 408-279-0869	No	Sub	No	Submit Response	Not Reported	--	\$0.00	2.500%	0.000%
Michael Sindon LLC Michael Sindon michaelsindon1@gmail.com P 210-207-3957; F 210-207-8154	No	Sub	No	Submit Response	Not Reported	--	\$0.00	1.875%	0.000%
Michael Stephen Sindon, LLC Michael Sindon michaelsindon@hotmail.com P 210-207-3957; F 210-207-8154	No	Sub	No	Submit Response	Not Reported	--	\$0.00	1.875%	0.000%
SNaqy Incorporated Shuchi Naqpal s28BRDASUB2@yahoo.com P 210-555-6633; F 210-555-6633	No	Sub	No	Submit Response	Not Reported	--	\$0.00	6.250%	0.000%
ZACHRY CONSTRUCTION CORP FRED LUECK P 210-475-8073; F 210-475-8796	No	Sub	SBE	Submit Response	Not Reported	--	\$0.00	1.250%	0.000%

Click subcontractor name to view payment history for this contract. Click contact person's name to send them a message.

Return to Audit Notice

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Reporting Payments to Subcontractors



Contract Audit: Bulk Payment Reporting for March 2012

4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

[Help & Tools](#)

Contract Main | [View Contract](#) | [Subcontractors](#) | [Compliance Audit List](#) | [Messages](#) | [Comments](#) | [Reports](#)

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Subcontractor Payment Information

Subcontractor	Total	Contract Goal	Actual Percent	Payment for March 2012	Payment Date	Payment Details & Comments
 4U Services, Inc.	\$0.00	1.250%	0.000%	<input type="text" value="\$10000"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>
 E-Z Bel Construction, LLC	\$0.00	5.000%	0.000%	<input type="text" value="\$0"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>
 Kimley Horn and Associates	\$0.00	2.500%	0.000%	<input type="text" value="\$5000"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>
 Michael Sindon LLC	\$0.00	1.875%	0.000%	<input type="text" value="\$5000"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>
 Michael Stephen Sindon, LLC	\$0.00	1.875%	0.000%	<input type="text" value="\$0"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>
 SNaggy Incorporated	\$0.00	6.250%	0.000%	<input type="text" value="\$1000"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>
 ZACHRY CONSTRUCTION CORP	\$0.00	1.250%	0.000%	<input type="text" value="\$0"/>	9/21/12 	Payment Detail: <input type="text"/> Comments: <input type="text"/>

7
Save
Return to Vendor List

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Completed Audit Month



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logged on as: Shuchi Sinden

Contract Audit: March 2012

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460000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Help & Tools

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

Listed are subcontractors assigned to this contract. Click the links to the right of the vendor's name to submit or edit a response. You must submit data on each subcontractor to complete the audit.

Audit Information	
Audit Response Status	Complete (View Detail)
Audit Period	March 2012
Payment to Prime	\$50,000.00
Marked As Final Audit?	No (mark audit as final)

Audit Summary - Total Contract Through TODAY (9/21/2012)						
	Award	Award Percent	Payments	Payments Percent	Difference (Payments - Award)	
Prime Contract	\$800,000.00		\$550,000.00			
For Credit	\$0.00	0.000%	\$0.00	0.000%		Goal matched
For Credit to DBE Goal	\$0.00	0.000%	\$0.00	0.000%		Goal matched
For Credit to M/WBE Goal	\$0.00	0.000%	\$0.00	0.000%		Goal matched
For Credit to SBE Goal	\$0.00	0.000%	\$0.00	0.000%		Goal matched
Contract Progress	68.8%					
For Credit Progress	0.0%					

Award values may not match due to differences between overall contract goal and subcontractor assignments.

Subcontractor Payments for March 2012										
Subcontractor	Certified	Type	Inc. in Goal	Actions	Paid Amount in March 2012	Confirmed by Sub	Total To March 2012	Contract Goal	Actual Percent	
4U Services, Inc. Liang Chen contact@stellard.com P 212-432-2848, F 212-432-2846		Sub	No	View Edit	\$10,000.00	Pending	\$10,000.00	1.250%	20.000%	
E-Z Bel Construction, LLC Ish Garcia igarcia@ezbel.com P 210-736-6595 Ext. 220, F 210-735-1842		Sub	100%		\$0.00	Pending	\$0.00	5.000%	0.000%	
Kimley Horn and Associates Enda Melvin hedayat@kimley-horn.com P 408-279-3826, F 408-279-0869	No	Sub	No	View Edit	\$5,000.00	Pending	\$5,000.00	2.500%	10.000%	
Michael Sinden LLC Michael Sinden michaelsinden1@gmail.com P 210-207-3957, F 210-207-8154	No	Sub	No	View Edit	\$5,000.00	Pending	\$5,000.00	1.875%	10.000%	
Michael Stephen Sinden, LLC Michael Sinden michaelsinden1@hotmail.com P 210-207-3957, F 210-207-8154	No	Sub	No	View Edit	\$0.00	Pending	\$0.00	1.875%	0.000%	
SNaqay Incorporated Shuchi Haqal 235850345@yahoo.com P 210-555-6633, F 210-555-6633	No	Sub	No	View Edit	\$1,000.00	Pending	\$1,000.00	6.250%	2.000%	
ZACHRY CONSTRUCTION CORP FRED LUECK P 210-475-8073, F 210-475-8796	No	Sub	100%		\$0.00	Pending	\$0.00	1.250%	0.000%	

Click subcontractor name to view payment history for this contract. Click contact person's name to send them a message.

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Repeat Steps and Complete All Incomplete Audit Months

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http://test.b2gnow.com/FrontPage/ VendorMain.asp?XID=794

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Your Dashboard Displaying records assigned to your company

My Contracts

Total				2
Open				2

My Contract Audits

	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	5	5

My Certification Applications

	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

My Certifications

	Active	Pending	Expiring
Status	0	0	0

Alerts
No Activated Alerts. [View Pending Alerts.](#)

System News

New: Training Classes & Events

Learn more about the system with our regular training classes and see upcoming events relevant to your business.

- From the left menu, select **View > My Events** or **Help & Support > Training Classes**
- Training classes are posted weekly
- Learn about the various system modules
- Dive deep into specific functions
- Classes are regularly repeated
- Training is live, no pre-recorded videos
- Connect online while at your desk
- Class are available for vendors

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Done

start Diversity Managemen... Inbox - Microsoft Out... 5_Vendor Training COSA Managing Dep... Prime Contractor Trai... SubcontractorTrainin... Microsoft Office Pictu... Internet 100% 11:49 AM

Subcontractor Resolving Incomplete Audits

User Homepage / System Dashboard

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Logoff
Show All Hide All

Your Dashboard Displaying records assigned to **your company**

My Contracts			
Total			2
Open			2

My Contract Audits			
	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	5	5
Audit Discrepancies »	0	1	1

My Certification Applications			
	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

My Certifications			
	Active	Pending	Expiring
Status	0	0	0

Alerts
No Activated Alerts. [View Pending Alerts.](#)

System News
New: Training Classes & Events
Learn more about the system with our regular training classes and see upcoming events relevant to your business.

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- Connect online while at your desk
- Class are available for vendors

[» View events & RSVP today](#)

Technical Alert
An issue has been reported with the new Internet Explorer 9 Beta. This browser sometimes does not display drop down menus due to a bug. Microsoft has not yet issued a fix, so we recommend that users access B2Gnow with IE7 or IE8 instead. A good online resource for removing IE9 can be found [here](#).

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Incomplete Audits per Contract per Month

Training System | **B2Gnow** | **Vendor Control Panel: Contract Audits** | [Help & Tools](#)

Messages | **Contract Audits** | Outreach

Displays all audits. Click the transaction number or status to view. To view **older audits**, select a different time period in the **Audit Period** drop down menu. To view **incomplete audits**, select a different status in the **Current Status** drop down menu. Results may be listed on multiple pages. [Show ALL Incomplete Audits](#)

Show ONLY records assigned to you

1 - 6 of 6 records displayed: [Previous Page](#) < Page 1 > [Next Page](#) Records per page 20

To resort click on column title. To filter click on the drop down menu. [Refresh Table](#)

Status	Audit Period	Contract number & title	Organization	Paid to Prime
Incomplete	August 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$100,000.00
Incomplete	July 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$50,000.00
Incomplete	June 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$50,000.00
Incomplete	May 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$100,000.00
Incomplete	April 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$200,000.00
Incomplete	March 2012	4600000001: CCMS Training for Vendors-I	City of San Antonio	\$50,000.00

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Resolving Incomplete Audit Month

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http://test.b2gnow.com/FrontPage/VendorMain.asp?ID=668

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Contract Audit: Audit Notice for March 2012

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

460000001: CCMS Training for Vendors-1
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

This is an audit notice for the contract listed below. Submit a response for each item listed below by clicking each link in the **Audit Actions** table. It is possible that some actions are not available at a specific time due to pending reports from other contractors.

Audit Information	
Time Period	March 2012
Audit Number	00682109-002
Date & Time Posted	Local: 9/7/2012 11:24:50 AM CDT System: 9/7/2012 11:24:50 AM CDT

Submit a response for each item listed below by clicking each link. It is possible that some actions are not available at a specific time. As a subcontractor your responsibility is to confirm payments made to you by the prime or higher level subcontractors.

Audit Actions	
Category	Action Required & Response Due Date
Tier 1 Subcontractor to Shuchi's Architectural Firm	Sub: Confirm payment received due by 11/20/2012

Contract Compliance Officer Information	
Contact Person	Michael Sindon
Organization	City of San Antonio
User Number	30000068-178

Buyer/Project Manager Information	
Contact Person	Contract Administrator
Department	San Antonio Economic Development
User Number	10000464-001

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Confirm Payment: March 2012

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Logged on as:
Michael Sinton,
Michael Sinton LLC

Contract Audit: Subcontractor Response

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

View Payment History

This contract compliance audit requires that the amount reported by Shuchi's Architectural Firm on this contract be confirmed or rejected. Fill in the form and click **Review**.

*** required entry**

Audit Information
Audit Time Period: March 2012

Prime Information
Prime Contractor: Shuchi's Architectural Firm
Prime Vendor Number: 20158811

Prime Payment Information
Amount Paid TO Prime for March 2012: \$50,000.00 by City of San Antonio to Shuchi's Architectural Firm

Audit Information

Displayed are the reported payments by the Prime for the audit period and the responses received are the date of the audit period.

Amount Reported by the prime contractor for March 2012 as PAID to You: **\$5,000.00**

Confirm Reported Amount? *

Correct - the amount reported by the prime contractor as PAID to us is correct (\$5,000.00).
1. Payment Date: * 9/21/12 (mm/dd/yyyy)
→ If multiple payments were received, enter the date of the first payment.

Incorrect - the amount reported by the prime contractor as PAID to us is not correct.

Final Payment? *

No - our work on this contract continues.
 Yes - this is our last payment for this contract.
 NIA - we have not begun work on this project or we have not been paid yet for our work.

Is Prime Withholding Retainage? *

Yes

How much retainage is being withheld? * \$ 100.00
→ Enter total cumulative retainage being withheld the prime contractor.

When do you expect to receive it? 1/1/2013 (mm/dd/yyyy)

Attach File(s)
Attach File

Public Comments
These comments are visible to the contract compliance officer and the prime contractor.

Private Comments
These comments are visible ONLY to the contract compliance officer.

Confirmation
 Send me confirmation of my response.

I am submitting this form with information that I understand to be correct and accurate.

Save Spell Check Cancel

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Dispute Payment: March 2012

This contract compliance audit requires that the amount reported by **Shuchi's Architectural Firm** on this contract be confirmed or rejected. Fill in the form and click **Review**. [View Payment History](#)

*** required entry**

Audit Information

Audit Time Period:

Prime Information

Prime Contractor: Shuchi's Architectural Firm
Prime Vendor Number: 20158811

Prime Payment Information

Amount Paid TO Prime for March 2012: \$50,000.00 by City of San Antonio to Shuchi's Architectural Firm

Audit Information

Displayed are the reported payments by the Prime for this audit period, and the last one. Also listed are the totals to the date of the audit period.
Amount Reported by the prime contractor for March 2012 as PAID to You: **\$0.00**

Confirm Reported Amount? *

Correct - we received no payment from the prime contractor during the period.
 Incorrect - the amount reported by the prime contractor as PAID to us is not correct.

1. Enter the amount you actually received from the prime contractor in March 2012: *

\$

2. Payment Date: * (mm/dd/yyyy)
* If multiple payments were received, enter the date of the first payment.

Final Payment? *

No - our work on this contract continues.
 Yes - this is our last payment for this contract.
 N/A - we have not begun work on this project or we have not been paid yet for our work.

Is Pending Retainage? *

No
 Yes

How much retainage is being withheld? * \$
* Enter total cumulative retainage being withheld the prime contractor.

When do you expect to receive it? (mm/dd/yyyy)

Attach File(s)

Public Comments

These comments are visible to the contract compliance officer and the prime contractor.

Private Comments

These comments are visible ONLY to the contract compliance officer.

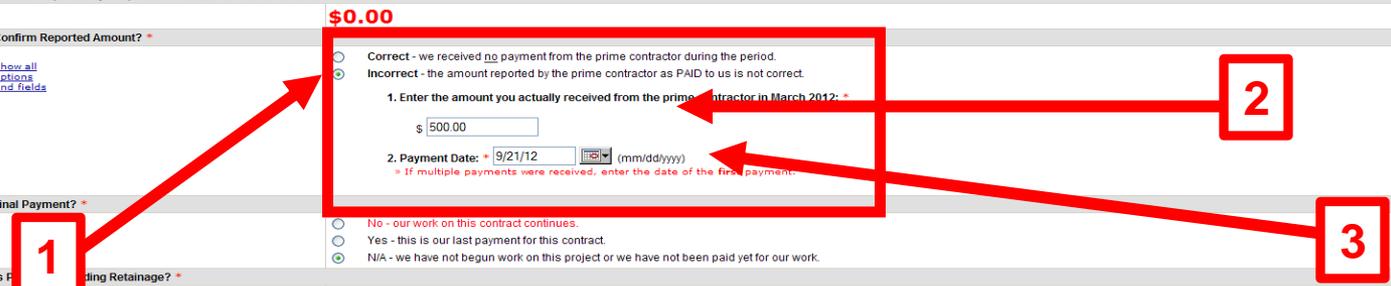
I was paid \$500.00 for this month and have a check from the Prime to prove this amount. Please call Michael at 210-207-3957 if you have any questions.

Confirmation

Send me confirmation of my response.

I am submitting this form with information that I understand to be correct and accurate.

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The audit response has been saved. Click one of the buttons to continue.

[View Audit Response](#)[Return To Audit Notice](#)[View ALL Audits](#)

How can we improve this system?

We continually try to provide you with the resources, tools, and features that let you efficiently manage your data. If you have a minute, please send us some feedback on the process you have just completed. We value your input and will respond to your suggestions.

[Submit Feedback](#)

Training Classes

Learn how to use the system more efficiently by taking one of our online training classes. Select **Training Classes** from the **Help & Support** menu.

If you ever need support, please click the **Customer Support** link at the bottom of every page.

- Click *View All Audits* to complete other audits if pending

Vendor Control Panel: Contract Audits

Messages Contract Audits Outreach

Displays all audits. Click the transaction number or status to view. To view **older audits**, select a different time period in the **Audit Period** drop down menu. To display only **incomplete audits**, select a different status in the **Current Status** drop down menu. Results may be listed on multiple pages.

Show ALL Incomplete Audits

Show ONLY records assigned to you

0 - 0 of 0 records displayed: Previous Page < Page 1 > Next Page

Records per page 20

To **resort** click on column title. To **filter** click on the drop down menu.

[Refresh Table](#)

Status	Audit Period	Contract Number & Title	Organization	Paid to Prime
Incomplete	Last 12 mos	All	All	

No audits found. Select different filter criteria.

• This screen shows that there are no additional incomplete audits and that the subcontractor is up to date on audits



Prime Resolving Disputes

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Your Dashboard Displaying records assigned to **your company**

My Contracts

Total				2
Open				2

My Contract Audits

	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	5	5
Audit Discrepancies »	0	1	1

My Certification Applications

	Pending Submission	Pending Receipt	Processing
Status	0	0	0

My Certifications

	Active	Pending	Expiring
Status	0	0	0

Alerts
No Activated Alerts. [View Pending Alerts.](#)

System News
New: Training Classes & Events
Learn more about the system with our regular training classes and see upcoming events relevant to your business.

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- Training classes are posted weekly
- Learn about the various system modules
- Dive deep into specific functions
- Classes are regularly repeated
- Training is live, no precanned videos
- Connect online while at your desk
- Class are available for vendors

» [View events & RSVP today](#)

Technical Alert
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Disputes per Contract per Month

Training System Vendor Control Panel: Contract Audits Help & Tools

Messages | Contract Audits | Outreach

Displays all audits. Click the transaction number or status to view. To view **older audits**, select a different period in the **Audit Period** drop down menu. To display only **incomplete audits**, select a different status in the **Current Status** drop down menu. Results may be listed on [Show ALL Incomplete Audits](#)

Show ONLY records assigned to you 1

1 - 1 of 1 records displayed: [Previous Page](#) < Page 1 > [Next Page](#) Records per page 20

To **resort** click on column title. To **filter** click on the drop down menu. [Refresh Table](#)

Status	Audit Period	Contract Number & Title	Organization	Paid to Prime
Discrepancy 1 Discrepancy	Last 12 mos	4600000001: CCMS Training for Vendors-1	City of San Antonio	\$50,000.00

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Logged on as: Shuchi Nagpal, Shuchi's Architectural Firm

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Resolving Disputes Audit Month

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Contract Audit: Audit Notice for March 2012 [Help & Tools](#)

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460000001: CCMS Training for Vendors-1 Status: **Open**
8/5/2011 - 8/5/2014
Current Value: **\$800,000**
Prime: **Shuchi's Architectural Firm**

This is an audit notice for the contract listed below. Submit a response for each item listed below by clicking each link in the **Audit Actions** table. It is possible that some actions are not available at a specific time due to pending reports from other contractors.

Audit Information	
Time Period	March 2012
Audit Number	00682109-002
Date & Time Posted	Local: 9/7/2012 11:24:50 AM CDT System: 9/7/2012 11:24:50 AM CDT

Submit a response for each item listed below by clicking each link. It is possible that some actions are not available at a specific time. As the prime contractor your responsibility is to report payments made to subcontractors.

Audit Actions	
Category	Action Required & Response Due Date
Prime Contractor	Resolve 1 discrepancy due by 11/6/2012

Contract Compliance Officer Information	
Contact Person	Michael Sinton
Organization	City of San Antonio
User Number	30000068-178

Buyer/Project Manager Information	
Contact Person	Contract Administrator
Department	San Antonio Economic Development
User Number	10000464-001

Logged on as: **Shuchi Nagpal, Shuchi's Architectural Firm**

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Resolving Disputes: March 2012

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Shuchi's Architectural Firm

Contract Audit: March 2012

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-1
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

Listed are subcontractors assigned to this contract. Click the links to the right of the vendor's name to submit or edit a response. You must submit data on each subcontractor to complete the audit.

Audit Information

Audit Response Status: Data entry complete; 1 discrepancy reported by subcontractor. (View Detail)

Audit Period: March 2012

Payment to Prime: \$50,000.00

Marked As Final Audit?: No (mark audit as final)

Audit Summary - Total Contract Through TODAY (9/21/2012)

	Award	Award Percent	Payments	Payments Percent	Difference (Payments - Award)
Prime Contract	\$800,000.00		\$550,000.00		
For Credit	\$0.00	0.000%	\$0.00	0.000%	Goal matched
For Credit to DBE Goal	\$0.00	0.000%	\$0.00	0.000%	Goal matched
For Credit to M/WBE Goal	\$0.00	0.000%	\$0.00	0.000%	Goal matched
For Credit to SBE Goal	\$0.00	0.000%	\$0.00	0.000%	Goal matched

Contract Progress: 68.8%

For Credit Progress: 0.0%

Award values may not match due to differences between overall contract goal and subcontractor data.

Subcontractor Payments for March 2012

Subcontractor	Certified	Type	Inc. in Goal	Actions	Paid Amount in March 2012	Confirmed by Sub	Total To March 2012	Contract Goal	Actual Percent
4U Services, Inc. Liang Chen contact@stellard.com P 212-432-2848, F 212-432-2846	✔	Sub	No	View Edit	\$10,000.00	Pending	\$10,000.00	1.250%	20.000%
E-Z Bel Construction, LLC Ish Garcia idgarcia@ezbel.com P 210-736-6595 Ext. 220, F 210-735-1842	✔	Sub 100%	✔ SBE	View Edit	\$0.00	Pending	\$0.00	5.000%	0.000%
Kimley Horn and Associates Enda Melvin hedavat@kimley-horn.com P 408-279-3826, F 408-279-0869	No	Sub	No	View Edit	\$5,000.00	Pending	\$5,000.00	2.500%	10.000%
Michael Sindon LLC Michael Sindon michaelsindon1@gmail.com P 210-207-3957, F 210-207-8154	No	Sub	No	View Edit	\$5,000.00	✔	\$5,000.00	1.875%	10.000%
Michael Stephen Sindon, LLC Michael Sindon michaelsindon1@hotmail.com P 210-207-3957, F 210-207-8154	No	Sub	No	View Edit	\$0.00	Rejected Resolve Discrepancy	\$0.00	1.875%	0.000%
SNaggy Incorporated Shuchi Nagpal 338EDASUB2@yahoo.com P 210-555-6633, F 210-555-6633	No	Sub	No	View Edit	\$1,000.00	Pending	\$1,000.00	6.250%	2.000%
ZACHRY CONSTRUCTION CORP FRED LUECK P 210-475-8073, F 210-475-8796	No	Sub 100%	✔ SBE	View Edit	\$0.00	Pending	\$0.00	1.250%	0.000%

Click subcontractor name to view payment history for this contract. Click contact person's name to send them a message.

Help & Tools

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Resolving Disputes Audit Month

Training System **B2GNOW** **Contract Audit: Discrepancy Resolution** Help & Tools

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460000001: CCMS Training for Vendors-1
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

A discrepancy has been reported for this audit for the listed time period. If the audit is pending a response, click the **Resolve Discrepancy** button to submit information.

Resolve Discrepancy **Audit Notice**

Discrepancy Resolution

Status: **Awaiting prime and subcontractor response.**

Audit Information

Audit Time Period	March 2012
Audit Number	00682109-002

Original Audit Data Reported

Amount Reported by Prime	\$0.00	NOT included in Goal
Amount Reported by Subcontractor	\$500.00	
Payment Date (Prime Reported)	9/21/2012	
Payment Date (Sub Reported)	9/21/2012	
Retainage Withheld?	Yes	
Amount of Retainage	\$50.00	
Date of Retainage Release	1/1/2013	

Discrepancy Resolution Data Reported

New Amount Reported by Prime	No response yet.
New Amount Reported by Subcontractor	No response yet.

Contract Compliance Officer Information

Contract Compliance Officer	Michael Sindon
Organization	City of San Antonio
User Number	30000069-178
Email	Michael.Sindon@sanantonio.gov
Phone	210-207-3957
Fax	210-207-3909

Prime Information

Business Name	Shuchi's Architectural Firm
Vendor Number	20158811
Contact	Shuchi Nagpal
Email	33SBEDASUB1@yahoo.com
Phone	210-222-5633
Fax	210-222-5633

Subcontractor Information

Business Name	Michael Stephen Sindon,LLC
Vendor Number	20158804
Contact	Michael Sindon
Email	michaelsindon1@hotmail.com
Phone	210-207-3957
Fax	210-207-8154

Prime Audit

Responder	
Name	Shuchi Nagpal
Response Date	Local: 9/21/2012 11:48:29 AM CDT System: 9/21/2012 11:48:29 AM CDT

Subcontractor Audit

Responder	
Name	Michael Sindon
Response Date	Local: 9/21/2012 2:12:42 PM CDT System: 9/21/2012 2:12:42 PM CDT

Prime Discrepancy Response

Responder	
Name	No response yet.

Subcontractor Discrepancy Response

Responder	
Name	No response yet.

1

Resolve Discrepancy **Audit Notice**

Logged on as: Shuchi Nagpal, Shuchi's Architectural Firm

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Resolving Disputes Audit Month

Training System **B2G NOW**

Contract Audit: Discrepancy Resolution Help & Tools

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

A discrepancy has been reported for this audit for the listed time period. If the audit is pending a response, click the **Resolve Discrepancy** button to submit information.

Resolve Discrepancy **Audit Notice**

Select a resolution option, enter comments if needed, and click **Save Response**. You can respond to this discrepancy notice once. Further changes must be processed by the contract compliance officer.

Discrepancy Resolved? *

- The \$0.00 originally reported by the prime is correct.
- The \$500.00 originally reported by the subcontractor is correct.
- None of the amounts are correct. The amount should be \$

Public Comments These comments are visible to the contract compliance officer and the prime contractor.

Private Comments These comments are visible ONLY to the contract compliance officer.

Attach File(s) **Attach File**

Confirmation Send me confirmation of my response.

Save Response

Completed Dispute

Training System Help & Tools

Contract Audit: Discrepancy Resolution

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-1
Prime: Shuchi's Architectural Firm Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

A discrepancy has been reported for this audit for the listed time period. If the audit is pending a response, click the **Resolve Discrepancy** button to submit information.

Discrepancy Resolution

Status	Discrepancy resolved. No further action required.
--------	---

Audit Information

Audit Time Period	March 2012
Audit Number	00682109-002

Original Audit Data Reported

Amount Reported by Prime	\$0.00
Amount Reported by Subcontractor	\$500.00
Payment Date (Prime Reported)	9/21/2012
Payment Date (Sub Reported)	9/21/2012
Retainage Withheld?	Yes
Amount of Retainage	\$50.00
Date of Retainage Release	1/1/2013
Subcontractor Private Comments	I was paid \$500.00 for this month and have a check from the Prime to prove this amount. Please call Michael at 210-207-3957 if you have any questions.

Discrepancy Resolution Data Reported

New Amount Reported by Prime	\$0.00	NOT included in Goal
New Amount Reported by Subcontractor	\$0.00	
Final Amount Agreed to by Both Parties	\$0.00	

Contract Compliance Officer Information

Contract Compliance Officer	Michael Sindon
Organization	City of San Antonio
User Number	30000068-178
Email	Michael.Sindon@sanantonio.gov
Phone	210-207-3957
Fax	210-207-3909

Prime Information

Business Name	Shuchi's Architectural Firm
Vendor Number	20158811

Subcontractor Information

Business Name	Michael Stephen Sindon,LLC
Vendor Number	20158804

Logged on as: Michael Sindon, Michael Stephen Sindon,LLC



Subcontractor Resolving Disputes

User Homepage / System Dashboard

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Your Dashboard Displaying records assigned to your company

My Contracts

Total				2
Open				2

My Contract Audits

	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	5	5
Audit Discrepancies »	0	1	1

My Certification Applications

	Pending Submission	Pending Receipt	Processing
Status	0	0	0

My Certifications

	Active	Pending	Expiring
Status	0	0	0

Alerts
No Activated Alerts. [View Pending Alerts.](#)

System News
New: Training Classes & Events
Learn more about the system with our regular training classes and see upcoming events relevant to your business.

- From the left menu, select **View > My Events** or **Help & Support > Training Classes**
- Training classes are posted weekly
- Learn about the various system modules
- Dive deep into specific functions
- Classes are regularly repeated
- Training is live, no precanned videos
- Connect online while at your desk
- Class are available for vendors

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Technical Alert
An issue has been reported with the new Internet Explorer 9 Beta. This browser sometimes does not display drop down menus due to a bug. Microsoft has not yet issued a fix, so we recommend that users access B2Gnow with IE7 or IE8 instead. A good online resource for removing IE9 can be found [here](#).

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Customer Support

Logged on as: **Chucki Masal**
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Disputes per Contract per Month

Training System Vendor Control Panel: Contract Audits Help & Tools

Messages | Contract Audits | Outreach

Displays all audits. Click the transaction number or status to view. To view **older audits**, select a different period in the **Audit Period** drop down menu. To display only **incomplete audits**, select a different status in the **Current Status** drop down menu. Results may be listed on [Show ALL Incomplete Audits](#)

Show ONLY records assigned to you 1

1 - 1 of 1 records displayed: [Previous Page < Page](#) 1 [> Next Page](#) Records per page 20 [Refresh Table](#)

To **resort** click on column title. To **filter** click on the drop down menu.

Status	Audit Period	Contract Number & Title	Organization	Paid to Prime
Discrepancy 1 Discrepancy	Last 12 mos	4600000001: CCMS Training for Vendors-1	City of San Antonio	\$50,000.00

2

3

B2Gnow

Logged on as: Shuchi Nagpal, Shuchi's Architectural Firm

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Resolving Disputes Audit Month

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Contract Audit: Audit Notice for March 2012 [Help & Tools](#)

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4600000001: CCMS Training for Vendors-1 Status: **Open**
8/5/2011 - 8/5/2014
Current Value: **\$800,000**
Prime: **Shuchi's Architectural Firm**

This is an audit notice for the contract listed below. Submit a response for each item listed below by clicking each link in the **Audit Actions** table. It is possible that some actions are not available at a specific time due to pending reports from other contractors.

Audit Information	
Time Period	March 2012
Audit Number	00682109-002
Date & Time Posted	Local: 9/7/2012 11:24:50 AM CDT System: 9/7/2012 11:24:50 AM CDT

Submit a response for each item listed below by clicking each link. It is possible that some actions are not available at a specific time. As the prime contractor your responsibility is to report payments made to subcontractors.

Audit Actions	
Category	Action Required & Response Due Date
Prime Contractor	Resolve 1 discrepancy due by 11/6/2012

Contract Compliance Officer Information	
Contact Person	Michael Sinton
Organization	City of San Antonio
User Number	30000068-178

Buyer/Project Manager Information	
Contact Person	Contract Administrator
Department	San Antonio Economic Development
User Number	10000464-001

Logged on as: **Shuchi Nagpal, Shuchi's Architectural Firm**

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Resolving Disputes Audit Month

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logged on as **Michael Stephen Sinton, LLC**

Michael Stephen Sinton, LLC

Contract Audit: Discrepancy Resolution

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

Help & Tools

A discrepancy has been reported for this audit for the listed time period. If the audit is pending a response, click the **Resolve Discrepancy** button to submit information.

Resolve Discrepancy **Audit Notice**

Discrepancy Resolution

Status: **Prime has responded to discrepancy. Awaiting subcontractor response.**

Audit Information

Audit Time Period	March 2012
Audit Number	00682109-002

Original Audit Data Reported

Amount Reported by Prime	\$0.00
Amount Reported by Subcontractor	\$500.00
Payment Date (Prime Reported)	9/21/2012
Payment Date (Sub Reported)	9/21/2012
Retainage Withheld?	Yes
Amount of Retainage	\$50.00
Date of Retainage Release	1/1/2013
Subcontractor Private Comments	I was paid \$500.00 for this month and have a check from the Prime to prove this amount. Please call Michael at 210-207-3957 if you have any questions.

Discrepancy Resolution Data Reported

New Amount Reported by Prime	\$0.00	NOT included in Goal
New Amount Reported by Subcontractor	No response yet.	

Contract Compliance Officer Information

Contract Compliance Officer	Michael Sinton
Organization	City of San Antonio
User Number	30000068-178
Email	Michael.Sinton@sanantonio.gov
Phone	210-207-3957
Fax	210-207-3909

Prime Information

Business Name	Shuchi's Architectural Firm
Vendor Number	20158811
Contact	Shuchi Naqpal
Email	33SBEDASUB1@yahoo.com
Phone	210-222-5633
Fax	210-222-5633

Subcontractor Information

Business Name	Michael Stephen Sinton, LLC
Vendor Number	20158804
Contact	Michael Sinton
Email	michaelsinton1@hotmail.com
Phone	210-207-3957
Fax	210-207-8154

Prime Audit

Responder	
Name	Shuchi Naqpal
Response Date	Local: 9/21/2012 11:48:29 AM CDT System: 9/21/2012 11:48:29 AM CDT

Subcontractor Audit

Responder	
Name	Michael Sinton
Response Date	Local: 9/21/2012 2:12:42 PM CDT System: 9/21/2012 2:12:42 PM CDT

Prime Discrepancy Response

Responder	
Name	Same as Prime audit responder.
Response Date	Local: 9/21/2012 3:05:04 PM CDT System: 9/21/2012 3:05:04 PM CDT

Subcontractor Discrepancy Response

Responder	
Name	No response yet.

1

Resolve Discrepancy **Audit Notice**

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Resolving Disputes Audit Month

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Contract Audit: Discrepancy Resolution Help & Tools

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4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

A discrepancy has been reported for this audit for the listed time period. If the audit is pending a response, click the **Resolve Discrepancy** button to submit information.

Resolve Discrepancy **Audit Notice**

Select a resolution option, enter comments if needed, and click **Save Response**. You can respond to this discrepancy notice once. Further changes must be processed by the contract compliance officer.

Discrepancy Resolved? *

- The \$0.00 originally reported by the prime is correct.
- The \$500.00 originally reported by the subcontractor is correct.
- None of the amounts are correct. The amount should be \$

Public Comments
These comments are visible to the contract compliance officer and the prime contractor.

Private Comments
These comments are visible ONLY to the contract compliance officer.

Attach File(s)
Attach File

Confirmation
 Send me confirmation of my response.

Save Response

1 2 3 4

Completed Dispute

Training System **B2GNOW** Help & Tools

Contract Audit: Discrepancy Resolution

Contract Main | View Contract | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-1
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

A discrepancy has been reported for this audit for the listed time period. If the audit is pending a response, click the **Resolve Discrepancy** button to submit information.

[Audit Notice](#)

Discrepancy Resolution

Status	Discrepancy resolved. No further action required.
--------	---

Audit Information

Audit Time Period	March 2012
Audit Number	00682109-002

Original Audit Data Reported

Amount Reported by Prime	\$0.00
Amount Reported by Subcontractor	\$500.00
Payment Date (Prime Reported)	9/21/2012
Payment Date (Sub Reported)	9/21/2012
Retainage Withheld?	Yes
Amount of Retainage	\$50.00
Date of Retainage Release	1/1/2013
Subcontractor Private Comments	I was paid \$500.00 for this month and have a check from the Prime to prove this amount. Please call Michael at 210-207-3957 if you have any questions.

Discrepancy Resolution Data Reported

New Amount Reported by Prime	\$0.00	NOT included in Goal
New Amount Reported by Subcontractor	\$0.00	
Final Amount Agreed to by Both Parties	\$0.00	

Contract Compliance Officer Information

Contract Compliance Officer	Michael Sindon
Organization	City of San Antonio
User Number	30000068-178
Email	Michael.Sindon@sanantonio.gov
Phone	210-207-3957
Fax	210-207-3909

Prime Information

Business Name	Shuchi's Architectural Firm
Vendor Number	20158811

Subcontractor Information

Business Name	Michael Stephen Sindon,LLC
Vendor Number	20158804

Logged on as: Michael Sindon, Michael Stephen Sindon,LLC

1

Prime Contractor: Change or Modification of Subcontractors

Reasons for Change or Modification of Subcontractors

- Change in scope to contract on behalf of the City
- Prime removes/adds/modifies Subcontractors
- Contract is cancelled
- Change orders
 - If project goes back to Council, SBO must be included in Workflow to approve RFCA
- Other reason not otherwise stated

How to Complete Process and Make Change Official:

1. With OD's help, Prime must Complete a Change to Utilization Plan
2. OD & SBO work together to complete a change to utilization worksheet
3. Obtain acknowledgement/agreement emails from any Subcontractors that were removed from contract or had a reduction in utilization
4. Assistant Director for SBO approves change
5. Finally, appropriate changes made in CCMS



CHANGE TO UTILIZATION PLAN

List all changes in the use of certified or non-certified Subcontractors/Suppliers in relation to the Prime Contractor's Original Utilization Plan or latest Change to Utilization Plan approved by the Economic Development Department for the contract listed below.

Name of Prime Contractor:

Name of Contract:

CHANGES:

All sections of the following table must be completed. Additional Subcontractor rows provided on back page if needed.

ROLE	NAME OF FIRM	CERTIFICATIONS (SELECT ALL)	NEW*/REMOVE**/ CHANGE VALUE	\$ ESTIMATED TOTAL CONTRACT VALUE	NIGP CODE (5 DIGIT)	START DATE (NEW SUB ONLY)
PRIME		▼	▼			
SUB		▼	▼			
SUB		▼	▼			
SUB		▼	▼			
SUB		▼	▼			

***IF A NEW FIRM IS ADDED TO THE CONTRACT, ENSURE THEY ARE REGISTERED IN THE CITY'S CENTRAL VENDOR REGISTRY (SAePS).**

****IF REMOVING/REDUCING THE DOLLAR VALUE FOR A FIRM, ATTACH DOCUMENTATION ESTABLISHING THE FIRM WAS NOTIFIED.**

Note: If the Subcontractor changes listed on this document result in not meeting the subcontracting goal for this contract, you will be contacted by the City for further action.

JUSTIFICATION FOR ALL CHANGES TO UTILIZATION:

I hereby affirm that the above information is true and complete to the best of my knowledge and belief. I possess internal documentation from all proposed new Subcontractors/Suppliers confirming their intent to perform the scope of work for the price indicated above. All Subcontractors/Suppliers removed or reduced in dollar value have been notified of the change in writing. In addition, all new firms have been notified of their addition to the contract as a Subcontractor and have registered in SAePS. I understand and agree that, if this change to utilization is approved, this document shall be attached thereto and become a binding part of the contract.

Prime Contractor's Authorized Agent:	Sign & Date _____	Print Name _____
Director or Designee of Originating Department:	Sign & Date _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED
Director or Designee of Economic Development:	Sign & Date _____	<input type="checkbox"/> APPROVED <input type="checkbox"/> DENIED

CHANGE TO UTILIZATION PLAN

List all changes in the use of certified or non-certified Subcontractors/Suppliers in relation to the Prime Contractor's Original Utilization Plan or latest Change to Utilization Plan approved by the Economic Development Department for the contract listed below.

Name of Prime Contractor: The Road Doctor

Name of Contract: Annual Contract for Pothole Paving

CHANGES:

All sections of the following table must be completed. Additional Subcontractors provided on back page if needed.

ROLE	NAME OF FIRM	CERTIFICATIONS (SELECT ALL)	NEW*/REMOVE**/CHANGE VALUE	\$ ESTIMATED TOTAL CONTRACT VALUE	NIGP CODE (5 DIGIT)	START DATE (NEW SUB ONLY)
PRIME	The Road Doctor	SBE NONE NONE	CHANGE VALUE	\$2,500,000.00	91396	
SUB	Quality Trucking & Dumping	NONE NONE NONE	CHANGE VALUE	\$500,000.00	96239	
SUB	Durable Asphalt & Rock	SBE & ESBE MBE AABE	REMOVE	\$1,000,000.00	74521	
SUB	Potholes-R-US	SBE & ESBE MBE AABE	NEW	\$1,000,000.00	74521	04/01/13
SUB						

*IF A NEW FIRM IS ADDED TO THE CONTRACT, ENSURE THEY ARE REGISTERED IN THE CITY'S CENTRAL VENDOR REGISTRY (SAePS).

**IF REMOVING/REDUCING THE DOLLAR VALUE FOR A FIRM, ATTACH DOCUMENTATION ESTABLISHING THE FIRM WAS NOTIFIED.

Note: If the Subcontractor changes listed on this document result in not meeting the subcontracting goal for this contract, you will be contacted by the City for further action.

JUSTIFICATION FOR ALL CHANGES TO UTILIZATION:

Durable Asphalt & Rock can no longer provide the asphalt required by the City to fill the potholes. We found a new Subcontractor, Potholes-R-US, to supply us with the required asphalt, as they possess similar certifications.

I hereby affirm that the above information is true and complete to the best of my knowledge and belief. I possess internal documentation from all proposed new Subcontractors/Suppliers confirming their intent to perform the scope of work for the price indicated above. All Subcontractors/Suppliers removed or reduced in dollar value have been notified of the change in writing. In addition, all new firms have been notified of their addition to the contract as a Subcontractor and have registered in SAePS. I understand and agree that, if this change to utilization is approved, this document shall be attached thereto and become a binding part of the contract.

Prime Contractor's Authorized Agent:

Sign & Date

[Signature] 7-1-13

Print Name

Michael Sindon

Director or Designee of Originating Department:

Sign & Date

[Signature]

APPROVED

DENIED

Director or Designee of Economic Development:

Sign & Date

[Signature]

APPROVED

DENIED

Michael Sindon (EDD)

From: Michael Sindon (EDD)
Sent: Monday, July 22, 2013 5:03 PM
To: Michael Sindon (EDD)
Subject: Removal as a Subcontractor from Contract: Annual Contract for Pothole Paving

Mr. Davis,

This email serves as notification that we are removing you as a subcontractor for the Annual Contract for Pothole Paving, as you informed me you can no longer provide the asphalt required by the City to fill the potholes. I hope we can do business again in the future and I appreciate all your assistance on this contract.

Thanks,

The Road Doctor,
Michael Sindon - President



CITY OF SAN ANTONIO SUBCONTRACTOR/SUPPLIER UTILIZATION PLAN

SOLICITATION NAME: *Annual Contract for Pothole Paving*

RESPONDENT NAME: The Road Doctor

SOLICITATION API: *Small Business Enterprise (SBE) Subcontracting AND Minority/Woman Business Enterprise (M/WBE) Subcontracting Programs*

API REQUIREMENTS: Respondents must demonstrate commitment to satisfy a fifteen percent (15%) SBE subcontracting goal **AND** a five percent (5%) M/WBE subcontracting goal. Self-performance by S/M/WBE prime respondents does not count toward these subcontracting goals. In the absence of a waiver granted by the Small Business Office, failure of a Respondent to commit to satisfying the SBE and M/WBE subcontracting goals shall render its response NON-RESPONSIVE. To qualify as an M/WBE pursuant to the SBEDA Ordinance, a vendor must also be an SBE; thus, participation of a qualifying M/WBE subcontractor will also count toward meeting an SBE subcontracting goal.

S/M/WBEs must be certified with the South Central Texas Regional Certification Agency and be headquartered or have Significant Business Presence in the San Antonio Metropolitan Statistical Area to satisfy the above-stated goals. For further clarification, please contact Michael Sindon at (210) 207-3957.

Section 1. Enter Respondent's (Prime) proposed contract participation level. Leave blank for revenue generating contracts.

Section 2. List ALL subcontractors / suppliers that will be utilized for the entire contract period, excluding possible extensions, renewals and/or alternates. Use additional sheets if necessary.

	PARTICIPATION DOLLAR AMOUNT	% LEVEL OF PARTICIPATION	CERTIFICATION TYPE AND NUMBER	TYPE OF WORK TO BE PERFORMED (BY NIGP CODE)
SECTION 1. PRIME				
Name: The Road Doctor	\$2,250,000	64.29%	SBE 1005395	91396
SECTION 2. SUBCONTRACTOR(S):				
Name: Quality Trucking & Dumping	\$250,000	7.14%		96239
Name: Durable Asphalt & Rock	\$1,000,000	28.57%	SE, ESBE, MBE, AABE 1003447	74521
3. Name:	\$	%	#:	
4. Name:	\$	%	#:	
5. Name:	\$	%	#:	
Total Prime Participation:	\$2,250,000	64.29%		
Total Sub Participation:	\$1,250,000	35.71%		
Total Prime & Sub Participation*:	\$3,500,000	100%		
Total Certified Sub Participation:	\$1,000,000	28.57%		

*Total Prime & Sub participation must equal your base bid amount.

If a business is not certified, please call the Small Business Program Office at (210) 207-3900 for information and details on how subcontractors and suppliers may obtain certification.

I HEREBY AFFIRM THAT I POSSESS DOCUMENTATION FROM ALL PROPOSED SUBCONTRACTORS/SUPPLIERS CONFIRMING THEIR INTENT TO PERFORM THE SCOPE OF WORK FOR THE PRICE INDICATED ABOVE. I FURTHER AFFIRM THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND AND AGREE THAT, IF AWARDED THE CONTRACT, THIS DOCUMENT SHALL BE ATTACHED THERETO AND BECOME A BINDING PART OF THE CONTRACT.



SIGNATURE OF AUTHORIZED AGENT

President

TITLE

2-20-13

DATE

210-207-3957

PHONE

FOR CITY USE

Action Taken:

Approved

Denied



DIRECTOR
ECONOMIC DEVELOPMENT DEPARTMENT

Prime Contractor and
Subcontractor:
General CCMS Navigation

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Your Dashboard Displaying records assigned to **your company**

My Contracts

	Last 3 months	Last 6 months	Last 12 months
Total Audits	3	6	6
Incomplete Audits »	3	6	6

My Contract Audits

	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

My Certification Applications

	Active	Pending	Expiring
Status	0	0	0

My Certifications

	Active	Pending	Expiring
Status	0	0	0

Alerts
No Activated Alerts. [View Pending Alerts.](#)

System News
New: Training Classes & Events
Learn more about the system with our regular training classes and see upcoming events relevant to your business.

- From the left menu, select **View > My Events** or **Help & Support > Training Classes**
- Training classes are posted weekly
- Learn about the various system modules
- Dive deep into specific functions
- Classes are regularly repeated
- Training is live, no precanned videos
- Connect online while at your desk
- Class are available for vendors

[View events & RSVP today](#)

Technical Alert
An issue has been reported with the new Internet Explorer 9 Beta. This browser sometimes does not display drop down menus due to a bug. Microsoft has not yet issued a fix, so we recommend that users access B2Gnow with IE7 or IE8 instead. A good online resource for removing IE9 can be found [here](#).

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Logged on as: **Charles M...**

Vendor Contracts: Prime & Sub

Training System **B2Gnow** **Vendor Profile: Contracts** [Help & Tools](#)

Business Name: **Shuchi's Architectural Firm**

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[Certifications](#) | [Contracts](#) | [Workforce Composition/EEO](#) | [Questionnaires](#)

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 Amount
View	460000001: CCMS Training for Vendors-I	City of San Antonio	Shuchi Nagpal (change)	5 incomplete audits	8/5/2011 to 8/5/2014	\$800,000	\$550,000
Number of contracts as prime: 1						\$800,000	\$550,000

Contracts as Subcontractor

Actions	Contract Number & Title	Contracting Organization	Sub Contact	Status	Prime	Current Subcontract	Paid Amount
View	4600056789: Alamodome Roofing	City of San Antonio	Shuchi Nagpal (change)		E-Z Bel Construction, LLC	\$250,000 25.00%	\$0
Number of contracts as subcontractor: 1						\$250,000	\$0

Logged on as: **Shuchi Nagpal**, Shuchi's Architectural Firm

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Contract Main Tab

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460000001: CCMS Training for Vendors-I Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

Contract Information

Contract Title	CCMS Training for Vendors-I
Contract Number	460000001
System Transaction Number	00682109-001
Start Date	8/5/2011
End Date	8/5/2014
Maximum Value	\$800,000.00
Contract Compliance Officer	Michael Sindon

User Assignment

Contract Type	(Sub) Contract Percent	Compliance Contact Person	Compliance Audit Required
Prime	100.000%	Shuchi Nagpal	<input checked="" type="checkbox"/>

[View Subcontractors](#) [Compliance Audit List](#)

Contract Status & Actions

Contract	Status	Actions	Previous Transactions
Contract	Open	View Contract	
Contract Amendments			None
Contract Extensions/Shortenings			None

Logged on as: Shuchi Nagpal, Shuchi's Architectural Firm

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View Tab



Training System
B2Gnow

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Shuchi Nagpal,
Shuchi's Architectural Firm

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Contract: View

Contract Main | **View Contract** | Subcontractors | Compliance Audit List | Messages | Comments | Reports

4600000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: **Open**
8/5/2011 - 8/5/2014
Current Value: **\$800,000**

Contract Information ?

Contract Title	CCMS Training for Vendors-I
Contract Number	4600000001
System Transaction Number	00682109-001
Assigned Department	San Antonio Economic Development
Current Contract Value	\$800,000.00

Contract Dates ?

Start Date	8/5/2011
End Date	8/5/2014

Prime Contractor Information ?

Vendor Name	Shuchi Nagpal, LLC
System Vendor Number	20158811
Address	B2Gnow 5 Irvington dr San Antonio, TX 78209

Buyer/Project Manager Information ?

Organization/Department	San Antonio Economic Development
System User Number	10000464-001
Division	
Contact Person	Contract Administrator
System User Number	
Phone	602-325-9277
Fax	602-325-9277
Email	COSAhcd@b2gnow.com
Address	1400 S. Flores San Antonio, TX 78204

Contract Summary ?

Commodity Codes	NIGP-90607: Architect Services, Professional
-----------------	--

Contract Settings ?

Diversity Goal(s)	Goal Type	Required Goal	Actual Goal
		MAVBE:	0.00%
	SBE:	20.00%	0.00%
	DBE:	0.00%	0.00%
Total Goal:		20.00%	0.00%

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Subs Tab



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Contract Management: Subcontractor List

Help & Tools

Contract Main | View Contract | **Subcontractors** | Compliance Audit List | Messages | Comments | Reports

460000001: CCMS Training for Vendors-I
Prime: Shuchi's Architectural Firm

Status: Open
8/5/2011 - 8/5/2014
Current Value: \$800,000

Refresh Page

Subcontractor List									
Subcontractor Name	Sub Tier	Certified	Current Award	Type	Inc. in Goal	Diversity Audit	Final Pmnt	Actions	
4U Services, Inc.	1		\$10,000	Sub	No		No	Add Sub	
E-Z Bel Construction, LLC	1		\$40,000	Sub 100%			No	Add Sub	
Kimley Horn and Associates	1	No	\$20,000	Sub	No		No	Add Sub	
Michael Sindon LLC	1	No	\$15,000	Sub	No		No	Add Sub	
Michael Stephen Sindon, LLC	1	No	\$15,000	Sub	No		No	Add Sub	
SNaggy Incorporated	1	No	\$50,000	Sub	No		No	Add Sub	
ZACHRY CONSTRUCTION CORP	1	No	\$10,000	Sub 100%			No	Add Sub	

Add First Tier Subcontractor

Compliance Audit List Tab

Training System **B2Gnow** **Contract Management: Compliance Audit List** [Help & Tools](#)

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460000001: CCMS Training for Vendors-1 Status: Open
Prime: Shuchi's Architectural Firm 8/5/2011 - 8/5/2014
Current Value: \$800,000

Compliance Audit List

Audit Period	Status	Paid to Prime	Audit Reference	Date Posted	Actions
August 2012	Incomplete	\$100,000.00		9/7/2012	View Audit
July 2012	Incomplete	\$50,000.00		9/7/2012	View Audit
June 2012	Incomplete	\$50,000.00		9/7/2012	View Audit
May 2012	Incomplete	\$100,000.00		9/7/2012	View Audit
April 2012	Incomplete	\$200,000.00		9/7/2012	View Audit
March 2012	Completed	\$50,000.00		9/7/2012	View Audit

1 (points to the table)

2 (points to the View Audit link)

Logged on as: Shuchi Naggal, Shuchi's Architectural Firm

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Prime Contractor and
Subcontractor:
Add a User to Your
Vendor Profile

Dashboard Displaying records assigned to **your company**

Contracts

Total				9
Open				9
Soon to end (3 mo)				1

Contract Audits

	Total	< 90 days	> 90 days
Total Audits	26	0	26

Certification Applications

	Pending Submission	Pending Receipt	Pending Processing
Status	0	0	0

Certifications

	Active	Pending	Expiring
Status	0	0	0

Alerts

No Activated Alerts. [View Pending Alerts.](#)

System News

Training Classes & Events

Learn more about the system with our regular training classes and see upcoming events relevant to your business.

- From the left menu, select **View > My Events** or **Help & Support > Training Classes**
- Training classes are posted weekly
- Learn about the various system modules
- Dive deep into specific functions
- Classes are regularly repeated
- Training is live, no precanned videos
- Connect online while at your desk
- Classes are available for vendors

[» View events & RSVP today](#)

Configure

[Change Your Password](#) [Take a Training Class](#)
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Logged on as:
 SBEDA SBEDA,
 SBEDA Place Holder

Vendor Profile: Users

Help & Tools 

Business Name: Arias & Associates, Inc.

- Main
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- Public Profile
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- Commodity Codes
- Contacts & Owners
- Comments
- Reviews
- Certifications
- Contracts
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- Insurance
- Site Visits

Listed are all of the users accounts for this business. To view a user's information, click the user number or name.

1

Add User

2

User Number	Name	Title	Contact Role(s)	Actions
20001761-006	Archev, Mary	CoMET Administrative Assistant		Copy Deactivate
20001761-002	Arias, Robert	CEO	General, Owner	Copy Deactivate
20001761-008	Arias, Roy	Business Development	Sales	Copy Deactivate
20001761-010	Correa, Jesse			Copy Deactivate
20001761-007	Hawkins, Amber	HR Manager	Certifications, Prevailing Wage	Copy Deactivate
20001761-009	Ramirez, Erin	Marketing Assistant		Copy Deactivate
20001761-005	Romero, Brenda	Staff Accountant	Contracts	Copy Deactivate
20001761-004	Thompson, Holly	Accounting Assistant	Insurance, Invoicing	Copy Deactivate

* required entry

Contact Information

Enter the user's contact information. The email address serves as the the username.

Name *	Salutation	First Name *	Last Name *	Suffix
Email/Username *				
Title				
Phone Number *			Ext.	
Fax Number *				
Choose password *	<ul style="list-style-type: none">• Password must be at least 8 characters long.• Password must have at least one lower case letter: abcdefghijklmnopqrstuvwxyz• Password must have at least one upper case letter: ABCDEFGHIJKLMNOPQRSTUVWXYZ• Password must have at least one number: 0123456789• Password must have at least one special character: !@#\$%^&*()+=_{}?~.			
Retype password *				

1

2

3

Addresses

Select the addresses for this user. To edit or add addresses, click the Contact Info tab at the top of this page.

Physical *	Select a physical address
Mailing *	Select a mailing address
Billing *	Select a billing address
Shipping *	Select a shipping address

4

Account Preferences

Select the timezone, language, and notification settings for this user.

Time Zone *	US/Central
Preferred Notification Method *	<input type="radio"/> Email AND Fax <input type="radio"/> Email <input type="radio"/> Fax
Notification Options	<input checked="" type="checkbox"/> Notify this user of new system features and services. Uncheck the box to not receive these notices. <input checked="" type="checkbox"/> Notify this user of outreach campaigns, such as seminar, training bulletins, and procurement opportunities. Uncheck the box to not receive these notices from City of San Antonio. This includes official correspondence sent as part of any applicable agreement, contract, certification, or policy.

5

6



Vendor Profile: Contracts

Help & Tools

Business Name: SBEDA Place Holder

[Main](#) | [General Info](#) | [Public Profile](#) | [Users](#) | [Commodity Codes](#) | [Contacts](#) | [Employees](#)

[Certifications](#) | [Contracts](#) | [Workforce Composition/EEO](#) | [Questionnaires](#)

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

1

Contracts as Prime Contractor

Actions	Contract Number & Title	Contracting Organization	Prime Contact	Status	Dates	Award Amount	Paid Amount
View	4600011260: A1475-10, PC Reservation and Print Manag	City of San Antonio	SBEDA SBEDA (change)		12/9/2010 to 12/31/2011	\$94,000	\$0
View	4600007671: A763-09 Automotive Shop Supplies	City of San Antonio	SBEDA SBEDA (change)		10/9/2008 to 9/30/2011	\$12,000	\$0
View	4400001151: AC EXTENDED VIEW LED TRAFFIC SIGNAL LAMP	City of San Antonio	SBEDA SBEDA (change)		4/13/2011 to 3/31/2014	\$1,232,000	\$0
View	4500329932: According to ordinance 2011-09-15-0749, attached is the executed	City of San Antonio	SBEDA SBEDA (change)		10/1/2011 to 9/30/2012	\$100,000	\$0
View	4600011417: Council District 6 Lease	City of San Antonio	SBEDA SBEDA (change)		4/25/2011 to 4/30/2016	\$99,451	\$0
View	70511: Developer Agreement - Bulverde Road	City of San Antonio	SBEDA SBEDA (change)		2/2/2012 to 7/26/2012	\$1,200,000	\$0
View	4400000871: FIREFIGHTING GLOVES	City of San Antonio	SBEDA SBEDA (change)		3/10/2011 to 9/30/2013	\$240,958	\$0
View	4400000773: LANDSCAPING SAPD FACILITIES CEMETRY LIBR	City of San Antonio	SBEDA SBEDA (change)		3/10/2011 to 6/30/2012	\$81,360	\$0
View	4600013109: Ordinance 2013-06-20-0438 AUTHORIZING AN INTERLOCAL AGREEMENT W/BEXAR	City of San Antonio	SBEDA SBEDA (change)		7/20/2013 to 12/31/2015	\$1,669,025	\$0
Number of contracts as prime: 9						\$4,728,795	\$0

Contracts as Subcontractor

No contracts assigned as a subcontractor.

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Logged on as:

SBEDA SBEDA,
SBEDA Place Holder

**Prime Contractor &
Subcontractor:
Search for Contracts**



- Home
- View »
- Search »**

1

Contract Audits	Total	< 90 days	> 90 days
Total Audits	7279	141	7138
Incomplete Audits »	723	64	659
Discrepancies »	56	0	56
Closeouts/Final	17	2	15
Past Due Audits »	159	22	137
Booked Audits »	114	0	114

Displaying Organization Data - [Config](#)

- Certified Vendors
- Contracts**
- Outreach Campaigns
- Insurance
- Insurance Audits
- Proposals
- Search Results »
- Reporting »
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- Logoff

2

Contracts and Concessions	Contracts	Concessions
Total active	2442	51
Digitized	2442	0
Soon to end (3 mo)	1716	23
Changed	33	0

Displaying Organization Data - [Config](#)

Support	Total	< 7 days	> 7 days
No active records			

Displaying User Data - [Config](#)

Alerts

No Activated Alerts. [View Pending Alerts.](#)

[Config](#)

System News

Lots of new features and information. Please review all items below.

! New Dashboard Available

To offer more flexibility and control over the information displayed to you, we've created a new dashboard design. [Try the new format](#) and personalize layout, colors, and data blocks to suit your use of the system.

! New Module: Program Management

The beta-version of another new module has been deployed. The **Program Management** is essentially a share drive in the system for storage and rapid access to program documents such as rules, policies, procedures, and program goals. Access your program information from anywhere you have internet access.

As with the recent Projects module, we're looking for agencies that would like to beta test the module and provide constructive feedback. [Please contact us](#) to get on the list!

! Fourth of July Enhancements!

- Added secondary contract compliance officer on contract record
- Sub utilization less than 100% highlighted in bold, red text
- Number of years for gross receipt increased to 20
- Various help desk system enhancements

! User Training Conference Presentations

We are offering two additional webinar sessions of each presentation from the recent B2Gnow conference. [View sessions](#) to RSVP.

June Enhancements

[View Details](#)

May Enhancements

[View Details](#)

[Config](#)

Tools

- [Change Your Password](#)
- [Return to classic dashboard](#)

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[Show All](#) [Hide All](#)

Logged on as:
Michael Sindon,
City of San Antonio

Search: Contracts

Help & Tools 

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Search your organization's contract database. Enter information into any of the boxes below and click **Search**. Some parameters are required.

Search First 20 Matches

Search All Matches

Clear Form

Search Parameters

Contract/Reference Number	<input type="text" value="4600012507"/> <small>(Contract number, financial system reference, project number)</small>
Contract Title	<input type="text" value="Henry B. Gonzalez Convention Center Expansion"/>
Containing Text	<input type="text"/> <small>(Contract description, summary, notes, comments)</small>
Contractor	<input type="text" value="Hunt Zachary A Joint Venture"/> <input checked="" type="radio"/> Prime <input type="radio"/> Subcontractor <input type="radio"/> Either
Buyer/Project Manager	<input type="text"/> <small>(Organization name, contact name)</small>
Contract Compliance Officer	<input type="text" value="Ruben Flores"/>

Search First 20 Matches

Search All Matches

Clear Form

Additional Search Parameters

Diversity Goal	From <input type="text"/> % to <input type="text"/> % <small>(enter values into either/both field(s))</small>
Assigned Department	<input type="text" value="San Antonio Capital Improvements Management Services"/>
Contract Type	<input type="text" value="None selected"/>
Contract Category	<input type="text" value="None selected"/>
Contract Status	<input type="text" value="All"/>
Contract Secondary Status	<input type="text" value="None selected"/>
Commodity Code	<input type="text"/> <input type="button" value="ADD CODES"/>
Contract Value Range	From \$ <input type="text"/> to \$ <input type="text"/> <small>(enter values into either/both field(s))</small>
Time Frame (mm/dd/yyyy)	Between <input type="text"/> <input type="button" value="GO"/> and <input type="text"/> <input type="button" value="GO"/> <small>(enter values into either/both field(s))</small>
System Transaction Number	<input type="text"/> - <input type="text"/>

Search First 20 Matches

Search All Matches

Clear Form

Questions?