



AUGUST 2024 | MAYOR'S OFFICE OF CONTRACT SERVICES



PASSPort

NEW RELEASE UPDATE

PASSPort New Release Launch Notice

After reviewing feedback from users and evaluating our recent "readiness survey", MOCS has decided to adjust the launch of the next PASSPort release to **mid-September**.

While we are excited to bring PASSPort Vault and Subcontractor Management to you as soon as possible, this additional time will ensure that all stakeholders are better prepared, ensuring a smoother transition and successful implementation of the new features.

We understand that transitioning from the previous PASSPort Release and the HHS Accelerator Migration have been significant changes. We're committed to supporting you every step of the way and as the new launch date approaches, we will provide [additional training](#) and resources to help you navigate the system. In the meantime, if you have any questions or need assistance, our support team is here to help.

Thank you for your continued partnership and for joining us on this journey of transformation. We're excited about what's to come and look forward to delivering these important improvements to you soon.



Online Training

Wednesdays at 3pm:
Budget Submission
[Register here.](#)

Tuesdays at 10am:
Submitting Invoices
[Register here.](#)

Thursdays at 11am:
PASSPort Setup for
Subcontractors
[Register here.](#)

Thursdays at 2pm:
Subcontractor Approval,
Updates, and Payment
[Register here.](#)

September 18:
Vendor Enrollment
[Register here.](#)

PASSPort Vault Guides

[What is PASSPort Vault](#)

[Navigating the Vault](#)

New Video:
**MOCS
Intern
Spotlight**

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MOCS Intern
Spotlight**

[This first look video](#) follows Linda Guzman Zaragoza, a summer college intern in the IT Operations Unit. Hailing from Chicago, Linda was a helpful addition to the team. [Check out her video here.](#)

MOCS would like to thank all our interns, past and present, for their hard work and dedication.

To view all publicly available MOCS videos, [visit our YouTube page.](#)

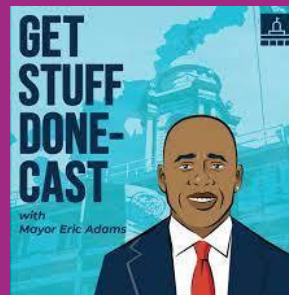
**City of
New York
Health and
Human
Services**

**HHS Cost Manual
Update is Live!**

The [HHS Cost Manual](#) has been updated! Please review the new provisions in Section III.

New provisions clarify that costs are unallowable if associated with a conflict of interest; cost allowability is limited to actual costs for less-than-arm's length agreements; and purchase of an interest or improvement of real property is unallowable, absent agency approval.

[Visit the Indirect Cost Rate Initiative page on the MOCS website for more information, here.](#)



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Mayor Eric
Adams**

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[Sign up here for the Mayor's newsletter](#) to receive exclusive content, breaking news, and updates on our work – all tailored to your interests.

[Visit the #GetStuffDone website](#) and learn more about Mayor Adams' bold vision for the future of New York City.

To hear Mayor Adams live, listen to his radio show: [Hear from the Mayor.](#) Airing every second Sunday of the month from 10:30am to 11:00am EST.

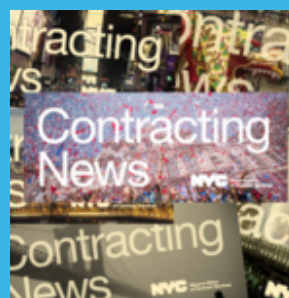
**Discretionary
Funding Alert**

Multiyear Discretionary Reminder

Are you a discretionary provider with a multiyear (FY24-FY26) discretionary award contract and awaiting Fiscal Year 2025 City Council award designations?

If so, we encourage you to review our [Fiscal Year 2024 Multiyear Discretionary Contracting Provider FAQ](#), which outlines the fundamentals and best practices of last year's Multiyear Discretionary Contracting Reform.

This resource breaks down how to navigate the "outyears" of the multiyear contract, as your organization will complete budget actions in lieu of contract registration should it receive City Council awards in FY25.



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