

APPENDIX H

Consultant Disclosure legislation pursuant to Chapter 10 of the Law of 2006 amends State Finance Law §§ 8 and 163

Background:

Chapter 10 of the Laws of 2006 amends State Finance Law §§8 and 163 requires:

Vendors contracting with New York State agencies will be required to disclose, by employment category, the number of persons employed to provide services under a contract for consulting services, the number of hours worked, and the amount paid to the contractor by the State as compensation for work performed by these employees.

Initial Report Requirements

Form A – State Consultant Services – Contractor’s Planned Employment From Contract Start Date through the End of the Contract Term

To enable compliance with the Consultant Discloser Law, the contractor must complete Form A (one-time report) in accordance with the following:

Employment Category: the specific occupation(s), as listed in the O*NET occupational classification system, which best describe the employees providing services under the contract. (Note: Please access the O*NET database, which is available through the US Department of Labor’s Employment and Training Administration, on-line at <https://www.onetonline.org> to find a list of occupations.)

Number of Employees: the total number of employees in the employment category employed to provide services under the contract during the Report Period, including part-time employees and employees of subcontractors.

Number of Hours (to be) worked: the total number of hours to be worked.

Amount Payable under the contract: the total amount paid or payable by the State to the State contractor under the contract, for work by the employees in the employment category, for services provided during the Report Period.

