

PRINCE GEORGE'S COUNTY GOVERNMENT

Office of Central Services



Angela D. Alsobrooks
County Executive



Jonathan R. Butler
Director

Glenn Moorehead
Deputy Director

October 30, 2019

Dear Prince George's County Diverse Supplier(s) and Business Community:

The Office of Central Services (OCS) would like to thank you for doing business with Prince George's County government. With the launch of our new Certification and Compliance System (CCS), various companies have made requests for user roles to be granted by third party representatives. Please note that designated users in CCS will be granted access to all contracting and certification information that is included in the database under your company name. While we understand that third party representatives may be designated as users on behalf of your company, CCS does not restrict user access per representative; therefore, any third party representative that is designated as a user in CCS will have full access to all certification and contract data that has been entered on behalf of your company.

Should you choose to have a third party representative as a user on behalf of your company, they will be able to view and/or modify all data records in the system. This includes certification applications, contract award data, subcontractor payments and supplier utilization modification requests. Once a third party representative has been designated by you as a user in the system, the County will not be held liable for any information they are able to access.

While it is not required, OCS encourages all representatives who register as users in CCS to designate an employee from your company as the primary point of contact and a primary user for submitting certification applications and supplier utilization reports.

For more information regarding this system, please call the Contract Compliance Unit at 301-883-6450, or send an email inquiry to OCScontractcompliance@co.pg.md.us.

Sincerely,

Cory D. Jefferson

Cory D. Jefferson
Compliance Manager, Contract Compliance Unit
Office of Central Services



1400 McCormick Drive, Suite 336, Largo, Maryland 20774 (301) 883-6450,
FAX (301) 883-6464