

NYS Department of State
Division of Corporations, State Records and Uniform Commercial Code

Request for Information (RFI)
Business Entity Registration Software System

Questions & Answers

The responses to questions included herein are the official responses by the State to questions submitted by potential responders and are hereby incorporated into the Request for Information issued on November 7, 2011. In the event of any conflict between the RFI and these responses, the requirements or information contained in these responses will prevail.

Q1: As per Customer Requirements (outward facing) – 2. Multi-lingual Forms, what languages are expected to be required?

A1: Spanish, Italian, French, Korean and Chinese.

Q2: There are several mentions of requirements to integrate with various internal and county entities' systems. Will the type, number, details and degree of integration (i.e. what information to be transferred) of these systems be made known either in response to RFI questions or in the potential RFP?

A2: If we proceed to an RFP we will include additional detail regarding the type, number and other details concerning the interfaces.

Q3: What is the current “existing email, calendaring and scheduling tool” for which integration with the new system will be required?

A3: Microsoft Exchange/Outlook.

Q4: What is the current GIS system for which integration is required?

A4: The Department does not currently incorporate GIS functionality into its Business Entity Registration System and is not certain that GIS-type functions will become a requirement in any new system. We want to learn what, if anything, other states or large municipal jurisdictions have implemented in the way of GIS functions.

Q5: How many distinct data models (ex: Corporations, UCC, Campaign Finance, Professional Licensing, etc.) does DOS currently expect to be handled by a new system? Is there reasonable expectation to believe additional data models within DOS or other NY entities may be required in the near future?

A5: This RFI has to do with Business Entity Filing Systems. We are not requesting information on UCC or other types of filing/licensing systems.

Q6: Are summons filings currently processed and tracked electronically? If so, is it done for 100% of these or only a portion?

A6: All Summons filings and associated revenue information is recorded in the mainframe database and the certified mail delivery status is subsequently tracked electronically via periodic updates of delivery status provided by the United States Postal Service (USPS) which are loaded to the database.

Q7: RFI indicates 1,825,000 active historical entities (of the 3,950,000 total filing histories). What, if any, percentage of these active historical entities' filings are currently in electronic format?

A7: There is an electronic record maintained for all historical transactions. There is not an electronic image of all transaction documents. We have images of certain transaction documents dating back to January 2002. There are approximately 4.6 million images.