

Supplemental Resource

Cardinal public query V_VEND_GOVT_CERT can be run to list all Suppliers with Government Classification data.

1/30/2019 - Email sent to all Cardinal Fiscal Officers and Cardinal Financial users

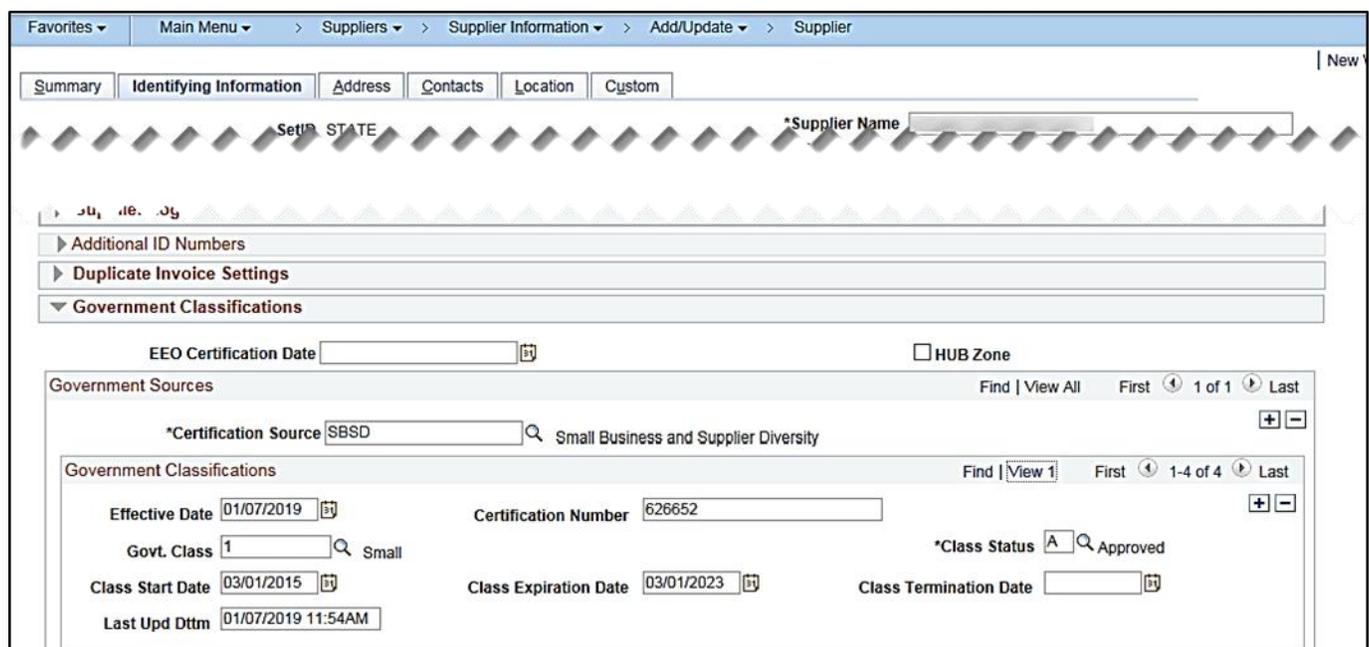
Subject: Cardinal Financials - Changes to Supplier Page for Government Classification Data (SWaM)

Cardinal has been working with the Virginia Department of Small Business and Supplier Diversity (SBSD) to update Cardinal Supplier data to reflect recent changes to the Small, Women-owned, and Minority-owned Business (SWaM) certification data. As a result, the Cardinal Team has been making online modifications in Cardinal. These modifications will include changes to values for some existing fields and the addition of two new fields.

The navigation to this updated page is as follows:

Main Menu > Suppliers > Supplier Information > Add/Update > Supplier, Identifying Information tab, Government Classifications section.

On the screenshot below, the highlighted Identifying Information tab shows the changed fields boxed in red. These changes include new values for existing fields (**Certification Source** and **Govt. Class**) and the addition of two new fields (**Class Status** and **Class Termination Date**). The deployment for this change will take effect after business hours on Friday, February 1, 2019. Details of these values and descriptions are below the screenshot.



The screenshot displays the 'Supplier Information' page in the 'Add/Update' mode. The 'Identifying Information' tab is selected, and the 'Government Classifications' section is expanded. The following fields are visible and highlighted with red boxes:

- EEO Certification Date:** [Empty field]
- HUB Zone:**
- Certification Source:** SBSD (Small Business and Supplier Diversity)
- Govt. Class:** 1 (Small)
- Class Start Date:** 03/01/2015
- Certification Number:** 626652
- Class Expiration Date:** 03/01/2023
- Class Status:** A (Approved)
- Class Termination Date:** [Empty field]

The 'Last Upd Dttm' is 01/07/2019 11:54AM.

Changes to Government Classification Data – SWaM
CERTIFICATION SOURCE

- New value:

Value	Description
SBSD	Small Business and Supplier Diversity

GOVERNMENT CLASS

- New values:

Value	Description
1	Small
2	Micro
3	Women Owned
4	Minority Owned
5	Disabled Veteran Owned
6	ESO - Employment Services Organization
7	DBE - Disadvantaged Business Enterprise
8	ACDBE - Airport Concession Disadvantaged Business Enterprise
9	8(a) - Business Development Program
10	Federal Service-Disabled Veteran-Owned Small Business
11	Economically Disadvantaged Women-Owned Small Business

CLASS STATUS

- New field containing Supplier SWaM Certification Status:

Value	Description
A	Approved
C	Closed
D	Denied
U	Decertified
E	Expired
N	Pending
P	Pending recertification
M	MWAA (Metropolitan Washington Airports Authority)
S	Summary suspension

CLASS TERMINATION DATE

- New field containing Supplier SWaM Certification Termination date is assigned at the classification level and can be different for each classification within the Supplier.

Need additional support or information?

- Questions about government certification or SWaM values?
 - Details about certification types can be accessed at <https://www.sbsd.virginia.gov/certification-division/>.
 - For specific information about these new certification types, contact Verniece Love at either Verniece.love@sbsd.virginia.gov or 804-786-3100.
- General questions about Cardinal functionality can be directed to the Cardinal Team at projectcardinal@doa.virginia.gov or for functional or technical support submit a help desk ticket to vccc@vita.virginia.gov and include “Cardinal” in the subject line.

Regards,

The Cardinal Team