



# OBM

Ted Strickland  
Governor

J. Pari Sabety  
Director

## Memorandum

June 26, 2007

To: Chief Fiscal Officers

From: Aaron Erickson, Deputy Director, State Accounting

Subject: Declaration of Material Assistance/ NonAssistance  
R.C. 2903.33

A handwritten signature in blue ink, appearing to read "A. Erickson", is placed over the "From:" line of the memorandum.

Effective July 1, 2007, House Bill 461 created changes in the process for vendors seeking to conduct business with the State of Ohio. The changes are:

1. Only vendors who will receive or have received, in the aggregate, an amount greater than \$100,000 (minus personal benefits) must complete the certification.
2. Vendors need to pre-certify one time for the biennium. They do not have to certify with each agency or department with which the vendor has a contract.
3. The Ohio Business Gateway, under the direction of OBM, will be the repository for all the pre-certifications.
4. Certain agencies and vendors are exempted from the requirements. Exceptions exist for certain financial services vendors (ORC 2909.33(H)(6)9(a)(b)), Inter-governmental contracts (ORC 2909.33 (H)(7)) and vendors that provide non-elective healthcare services (ORC 2909.33 (H)(8))
5. Failing to certify will result in a monetary penalty. (ORC 2909.33 (E)(2))

In order to accomplish the certifications, the Ohio Business Gateway will have the pre-certification forms available on-line so that vendors will be able to complete the forms electronically. Once a vendor completes the forms correctly, the company name will be placed on a list and agencies will be able to check the list to determine whether a vendor has certified and if the agency can enter into a contract with the vendor.

Please instruct your vendors to certify through Ohio Business Gateway at [obg.ohio.gov](http://obg.ohio.gov). Vendors must complete this process electronically.

If you have any questions, please contact [OBM.communications@obm.state.oh.us](mailto:OBM.communications@obm.state.oh.us).