

SWEETEN
ENTERPRISE

Release 3.1



UNIVERSITY
of MARYLAND
BALTIMORE

Achieve Module
Quick
Reference Guide



Introduction

Welcome to the Sweeten Enterprise Module Quick Reference Guide

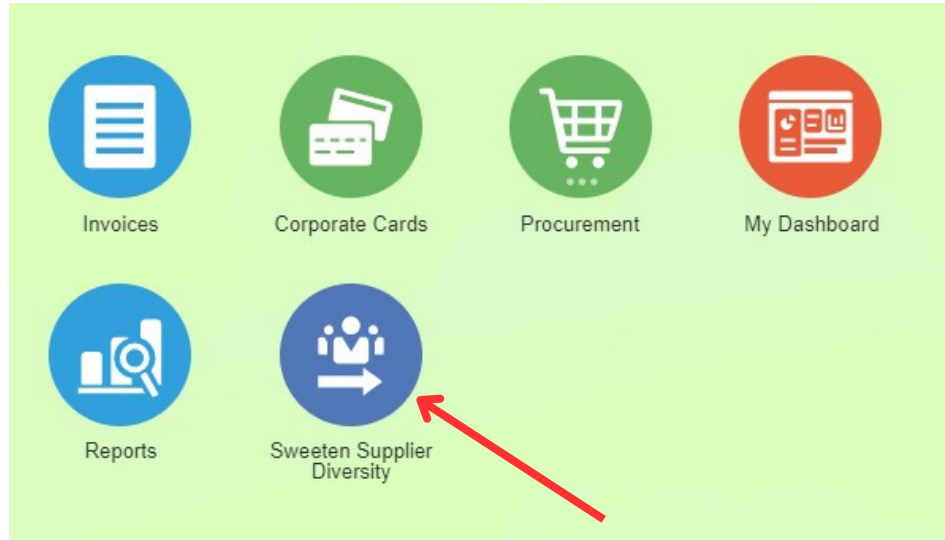
This guide is designed to assist you in effectively utilizing the Sweeten Enterprise Achieve module to identify and connect with diverse suppliers within our searchable directory. The module is a powerful tool that empowers users to support diversity and inclusion by sourcing from a diverse pool of national certified suppliers.

By the end of this guide, you will be able to:

- Navigate the module's interface
- Conduct effective searches for certified diverse suppliers
- Utilize search filters and criteria
- Access detailed business information

Let's get started!

Getting Started



From Quantum Financials, select the Sweeten Supplier Diversity icon

Certified Business Directory Search

Directory

LOCATION Currently viewing **107,025** results. Use the filters to refine your search.

Company address Certified location

Select state ▼

or

Enter zip code Search

CERTIFYING AGENCY

Select ▼

CERTIFICATION TYPE


Select ▼

RACE

Select race ▼

COMMODITY CODE

Select codes ▼



024 Inc
Bronx, NY

Owner is Black American Women-owned

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CERTIFICATIONS

MBE | New York City WBE | New York City

COMMODITY CODE

39356 - Grocers' Items: Cake Decorations, Candles, Canned Fuel, Food Preservatives, Matches, Meal Kits, Toothpicks, Meal Preparation Items, Etc. (NIGP)

453998 - All Other Miscellaneous Store Retailers (Except Tobacco Stores) (NAICS)



100 Cleaners Inc.
Brooklyn, NY

Owner is Caucasian Women-owned

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CERTIFICATIONS

WBE | New York City WBE | New York State WBE | Port Authority NY & NJ

COMMODITY CODE

91039 - Janitorial And Custodial Services (NIGP)

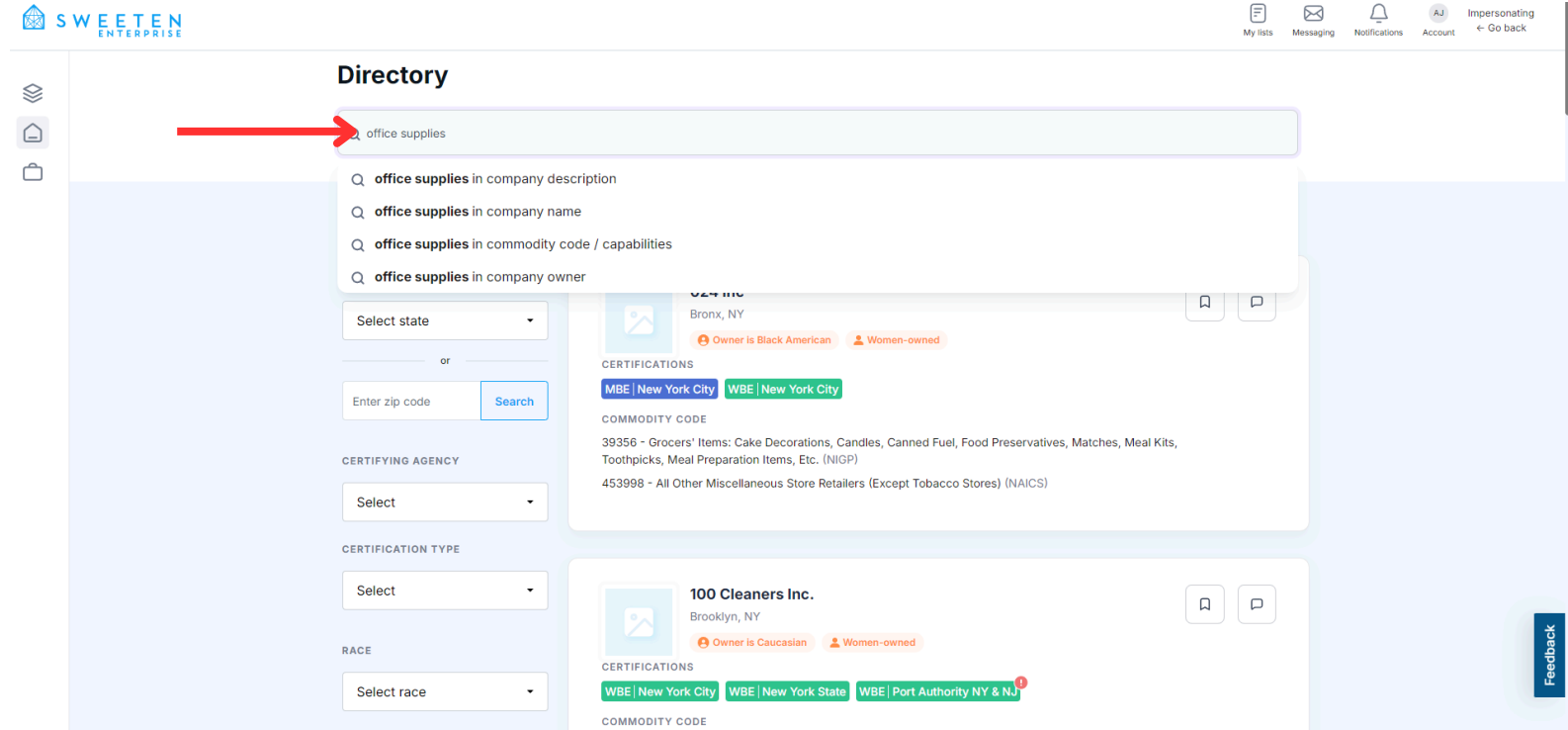
561720 - Janitorial Services (NAICS)

K-JANITSVC - Janitorial Services (PANYNJ Work Code)

The platform offers several filter options to refine your search.:

- Filter a keyword search by:
 - Company Description
 - Company Name
 - Commodity Code/ Capabilities
 - Company Owner
- Or filter by:
 - State
 - Certifying Agency
 - Certification Type
 - Race
 - Commodity Code

Search Examples



Directory

Q office supplies

- Q office supplies in company description
- Q office supplies in company name
- Q office supplies in commodity code / capabilities
- Q office supplies in company owner

Select state

or

Enter zip code

CERTIFYING AGENCY

Select

CERTIFICATION TYPE

Select

RACE

Select race

100 Cleaners Inc.
Brooklyn, NY
Owner is Black American Women-owned

CERTIFICATIONS
MBE | New York City WBE | New York City

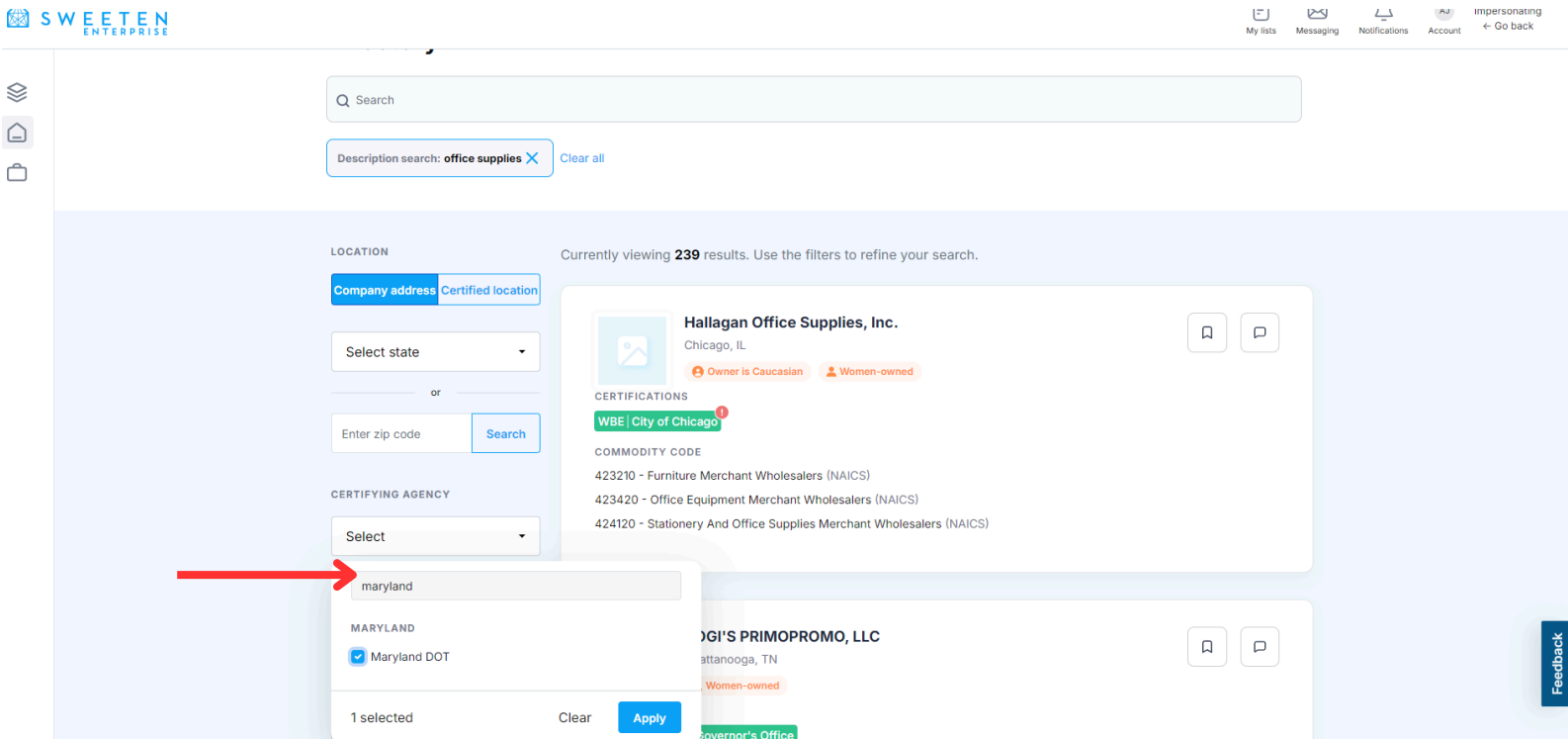
COMMODITY CODE
39356 - Grocers' Items: Cake Decorations, Candles, Canned Fuel, Food Preservatives, Matches, Meal Kits, Toothpicks, Meal Preparation Items, Etc. (NIGP)
453998 - All Other Miscellaneous Store Retailers (Except Tobacco Stores) (NAICS)

100 Cleaners Inc.
Brooklyn, NY
Owner is Caucasian Women-owned

CERTIFICATIONS
WBE | New York City WBE | New York State WBE | Port Authority NY & NJ

COMMODITY CODE

Keyword search



Q Search

Description search: office supplies X Clear all

LOCATION

Company address Certified location

Select state

or

Enter zip code

CERTIFYING AGENCY

Select

maryland

MARYLAND

Maryland DOT

1 selected Clear

Currently viewing 239 results. Use the filters to refine your search.

Hallagan Office Supplies, Inc.
Chicago, IL
Owner is Caucasian Women-owned

CERTIFICATIONS
WBE | City of Chicago

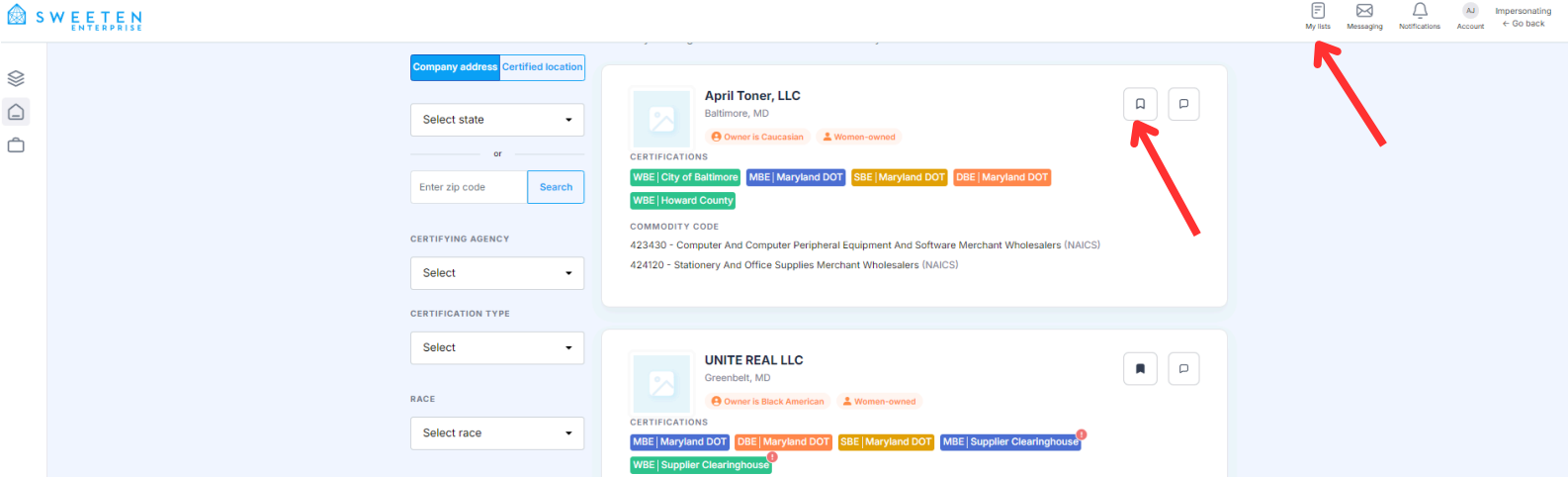
COMMODITY CODE
423210 - Furniture Merchant Wholesalers (NAICS)
423420 - Office Equipment Merchant Wholesalers (NAICS)
424120 - Stationery And Office Supplies Merchant Wholesalers (NAICS)

GI'S PRIMOPROMO, LLC
Attanooga, TN
Women-owned

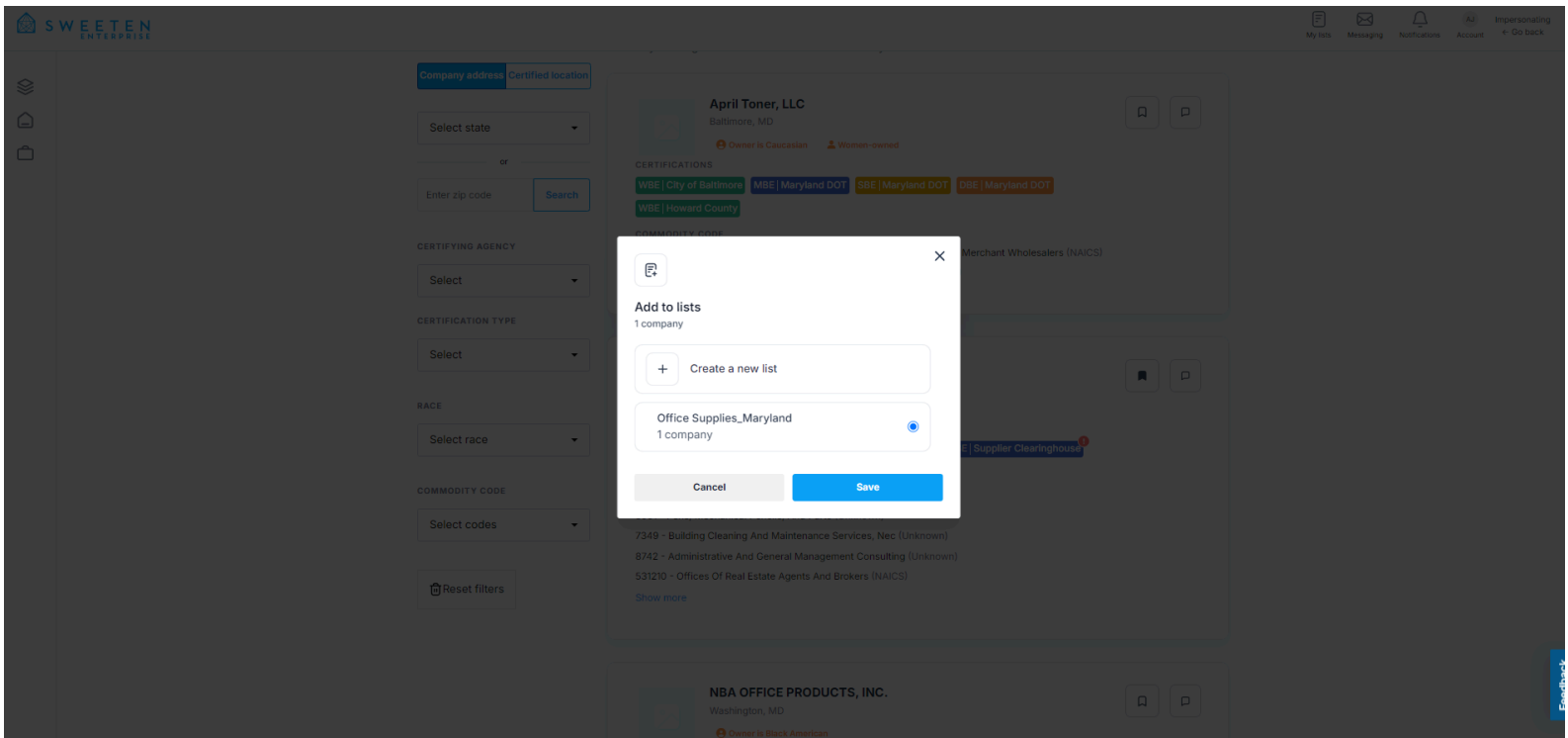
Governor's Office


Certifying Agency Search

Creating a List

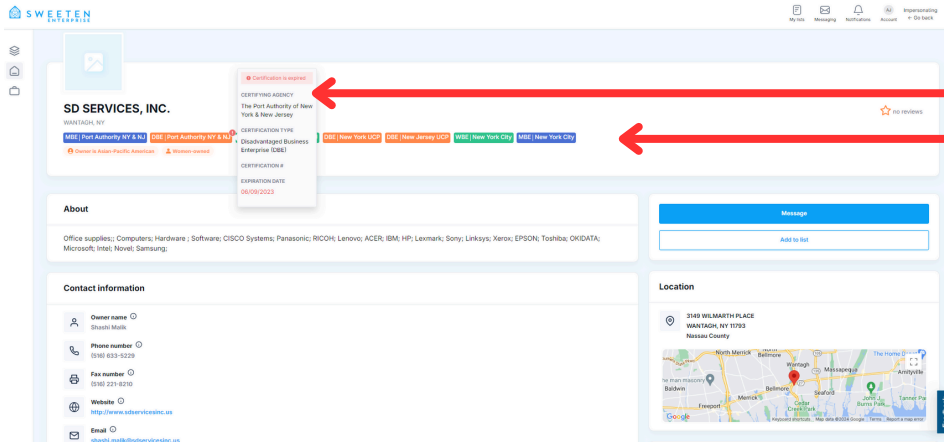


Select the save icon to select a supplier to add to your list



Create a new list and save
Your created list will be saved under the  icon on your profile.

Business Profile



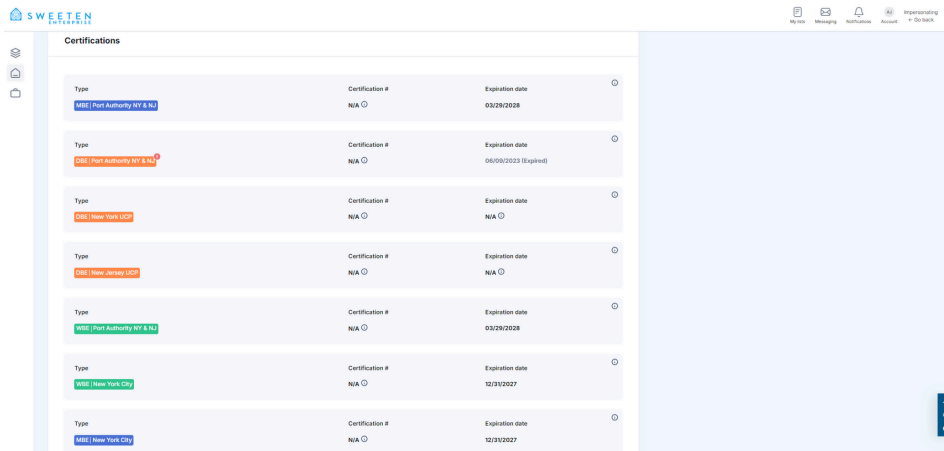
SD SERVICES, INC.
WANTON, NY

CERTIFICATION # 06/09/2023

CERTIFICATION TYPE Disabled/aged Business Enterprise (DBE)

EXPIRATION DATE 06/09/2023

! Indicates an expired certification



Type	Certification #	Expiration date
MSE Port Authority NY & NJ	N/A	03/29/2028
DBE Port Authority NY & NJ	N/A	06/09/2023 (Expired)
DBE New York LDC	N/A	N/A
DBE New Jersey LDC	N/A	N/A
MSE Port Authority NY & NJ	N/A	03/29/2028
MSE New York City	N/A	12/31/2027
MSE New York City	N/A	12/31/2027

Certification Details

Frequently Asked Questions:

How do I get help with a technical issue?

You can submit a support request or report a problem by clicking the "Feedback" button located in the lower right corner of your screen. Our Sweeten Enterprise team will assist you.

Can I use multiple filters to find a vendor?

Yes, you can apply several filters at once to narrow down your vendor search results.

Is my search limited to the Maryland Department of Transportation (MDOT) certification directory?

No. The directory includes access to a list of businesses certified outside of Maryland.

Can I contact a business directly through the platform?

Yes, you can message a business directly from within the platform. To do so, select the business and click the "Message" option. A message will be sent to the business through the platform, and both you and the business will need to log in to view the conversation.