

## Instructions for Initial Setup of EBO Login with NY.gov ID

All EBO Users are required to access EBO through NY.gov ID. You only have to setup your NY.gov ID with EBO login a single time. Once the initial setup is complete, you will be able to access EBO directly through NY.gov ID and will no longer be required to enter an EBO username and password. It is important to maintain your NY.gov ID.

**NOTE: Each EBO user must have their own EBO Login (username and password) and NY.gov ID to proceed with the initial setup.**

[Instructions to Create a NY.gov ID](#)

Instructions for initial EBO Login, linking it with NY.gov ID.

1. Go to <https://ebo.dot.ny.gov/>.
2. Click on the *Login with your NYGovID* button.

**EBO** The Equitable Business Opportunity Solution

Welcome to the Equitable Business Opportunities Solution (EBO).

To access EBO, you are required to login via the NYGovID site. If you have a NYGovID, then click the "Login with your NYGovID" button to the right.

If you are a Consultant working for a Local Sponsor, click on the "External Consultant Login" button.

If you do not have a NYGovID login, click the "Create a NYGovID Login" button to the right.

Login with your NYGovID

External Consultant Login

Create a NYGovID Login

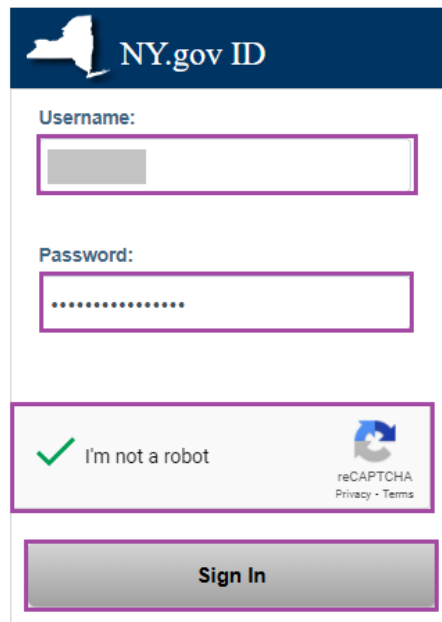
[Click Here for Help](#)

[Click Here for Help](#)

[Click Here for Help](#)

Internet Government Solutions, LLC  
15400 Pearl Road, #244  
Strongsville, Ohio 44136

3. Login with your NY.gov ID.



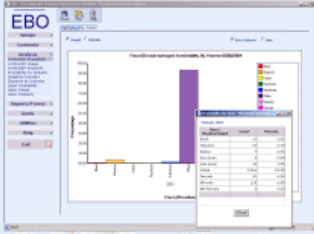
The image shows the NY.gov ID login interface. At the top is a dark blue header with the NY.gov ID logo. Below the header, there are two input fields: 'Username:' and 'Password:'. The 'Password:' field is masked with dots. Below these fields is a reCAPTCHA section with a green checkmark and the text 'I'm not a robot'. To the right of the reCAPTCHA is a small icon and the text 'reCAPTCHA Privacy - Terms'. At the bottom of the form is a large grey button labeled 'Sign In'.

4. The EBO start page opens.
5. Click on *Click Here to Start*.

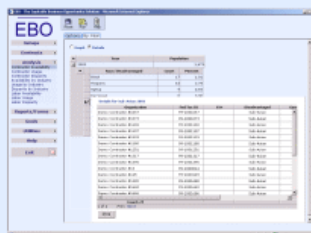
EBO The Equitable Business Opportunity Solution
Click Here to Start
Set Display to 1024 x 768 for best results (1)

**Welcome to the Home Page of the Equitable Business Opportunity Solution.**

The Equitable Business Opportunity Solution (EBO) is an Internet based management and control system that provides government agencies with the tools to develop, implement and monitor a Disadvantaged Business Enterprise program based on the U.S Department of Transportation, 49 CFR Part 26 regulations.



Specifically, EBO provides all the tools necessary to set agency and contract goals, monitor a non-discriminatory procurement and award process, develop and execute availability, utilization, and disparity studies, set and monitor labor goals and provide statistical evidence to remedy discrimination as identified. Additionally, EBO provides Prime and Subcontractors with the tools to monitor and report on participating contracts.



Start by clicking on the button at the top of the screen. On the next page, you will be able to login into EBO.

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**Strongsville, Ohio 44136**

6. The Acceptable Use Agreement opens. Click on the *OK* button.

**EBO Acceptable Use Agreement**  

All information users have a responsibility to use computing resources and information in a secure, lawful, and appropriate manner. EBO may only be used for lawful purposes to a State Entity's (SE) benefit in accordance with SE policies and procedures. The term information user refers to all employees, vendors, contractors, subcontractors, consultants, sub-consultants, volunteers, individuals doing research, interns, temporary employees, and other persons including those users affiliated with third parties and other organizations that access the SE's computer networks, systems, applications or information. A general computer security document is included with the EBO manual and is available to all employees to assist them in understanding how they can maximize the security of the EBO application and its interactions with the SE.

I indicate by clicking OK below that I have read, do understand, and promise to abide by the provisions listed above, and the contents of the general computer security document. I understand that limiting my use of EBO to Acceptable Use, as defined above, is a condition for continued access to EBO. I understand that my activities may be logged and that authorized staff may review these logs at any time without informing me beforehand.

**I acknowledge that the information entered in EBO is, to the best of my knowledge and belief, true and accurate. I acknowledge that failure to comply with the provisions listed above may subject me to disciplinary action, civil liability, termination of contract, or criminal prosecution or any combination of the above.**

7. Enter your EBO *Username* and *Password*.
8. Click on the Login button.

https://ebostage.dot.ny.gov/EBO/login\_saml.aspx - Internet Explorer

**EBO Login**

Username:

Password:

Location:

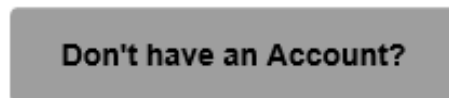
9. EBO opens.



10. Once this initial setup process is completed EBO will open automatically now that your NY.gov ID login and EBO login are connected.

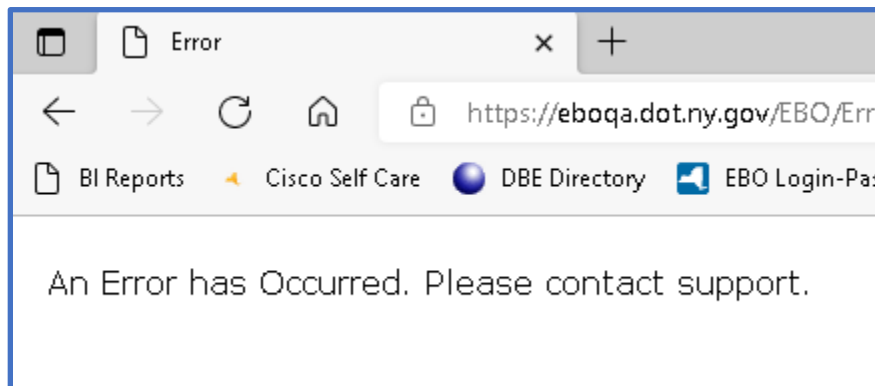
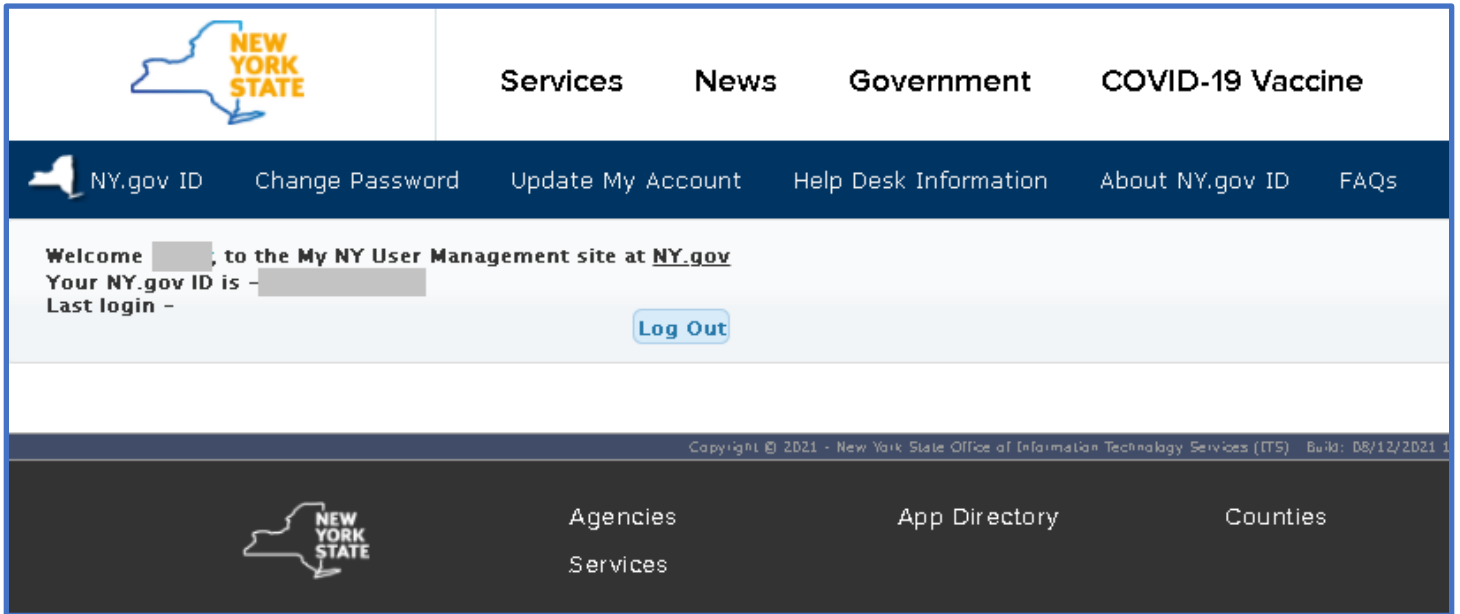
### Tips

1. The only username and password you need to maintain is NY.gov ID. If you forgot your username and password, go to <https://my.ny.gov/>. Click on Username or Password and follow the prompts.



If you do not have an NY.gov ID Username and Password, click the above link to sign up.

2. When logging into EBO through NY.gov ID, if it takes multiple attempts to enter your NY.gov ID username and password and EBO does not open directly, then you might see one of these pages:



If you see either of these messages, then open <https://ebo.dot.ny.gov/> in a new browser tab. If your NY.gov ID is not detected, EBO will prompt you to login with NY.gov ID again.