Governor’s Office of Small, Minority & Women Business Affairs

- Oversight, monitoring, and compliance of three socioeconomic procurement programs across 70 state agencies/departments
  - Small Business Reserve Program
  - Minority Business Enterprise Program
  - Veteran-Owned Small Business Enterprise Program

- Conduct statewide outreach and training programs
  - Technical Training Classroom webinars
  - Ready, Set, GROW! Procurement Connections webinars and workshops

- Host online resources for small business growth and development

https://goMDsmallbiz.maryland.gov
State Procurement Programs

**Small Business Reserve (SBR) Program**
- Prime contracting program
- 15% set-aside
- Race and gender neutral
- State-defined small business eligibility standards apply
- Online certification process (eMMA)
- Annual renewal

**Minority Business Enterprise (MBE) Program**
- Subcontracting program
- 29% aspirational goal
- Race and gender specific
- Application-based certification process
- Annual renewal

**Veteran-Owned Small Business Enterprise (VSBE) Program**
- Subcontracting program
- 1% aspirational goal
- 3-Step certification process includes verification of veteran status
- Annual renewal

**MBEs and VSBEs are encouraged to perform as a prime contractor.**
What is Procurement?

The act of obtaining or buying goods and services through a process that includes preparation, processing, selection, compliance, and approval of payments.

- State Finance & Procurement Articles (SF&P)
- Code of Maryland Regulation (COMAR)
State Contracting Pipeline

- eMaryland Marketplace Advantage (eMMA)
- Procurement Forecast
- Board of Public Works
What is Data Mining?

The process of searching out and extracting usable data from a larger data set for the purpose of finding patterns and correlations.

The information can be used to increase revenues, cut costs, improve customer relationships, reduce risk, and more.

Governor’s Office of Small, Minority & Women Business Affairs
Prime Contractors
- Competitors
- Pricing
- Contracting cycles
- Purchasing agencies
- Purchasing officers

Sub Contractors
- Primes who win state contracts
- Contracting cycles
- Socioeconomic program inclusion
- Purchasing agencies
All solicitations over $15,000 must be publicly posted (advertised) on eMaryland Marketplace Advantage (eMMA).

https://emma.maryland.gov/
Welcome to eMaryland Marketplace Advantage (eMMA)

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Qualified vendors may also complete the self-certification process for the Small Business Reserve (SBR) Program and Veteran-owned Small Business Enterprise (YSBE) Program.

eMMA facilitates an open, transparent, and efficient procurement process. We look forward to doing business with you!

Additional information can be found in the Frequently Asked Questions and Quick Reference Guides. Any questions please contact the eMMA Help Desk at eMMA.helpdesk@maryland.gov.

Note: The data shown in the following samples represent past solicitations. If you replicate the steps as illustrated, you will not get the same results. Your search results will show real time data.
<table>
<thead>
<tr>
<th>ID</th>
<th>Title</th>
<th>Status</th>
<th>Due / Close Date</th>
<th>Publish Date</th>
<th>Main Category</th>
<th>Solicitation Type</th>
<th>Issuing Agency</th>
</tr>
</thead>
<tbody>
<tr>
<td>BPM002309</td>
<td>Richfield Station Hydropillar Water Storage Tank</td>
<td>Open</td>
<td>4/20/2021</td>
<td>3/18/2021</td>
<td>Water storage tanks</td>
<td>IFB: Invitation for Bid</td>
<td>Town of Chesapeake Beach</td>
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<tr>
<td>BPM002341</td>
<td>ITB 21-23 Clifton Wastewater Treatment Plant Upgrades</td>
<td>Open</td>
<td>3/24/2021</td>
<td>3/17/2021</td>
<td>Heavy construction services</td>
<td>Public Notice</td>
<td>Charles County Government</td>
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<tr>
<td>BPM002361</td>
<td>Purchase of Trucks Equipment &amp; Backhoe</td>
<td>Open</td>
<td>4/12/2021</td>
<td>3/17/2021</td>
<td>Industrial trucks</td>
<td>Public Notice</td>
<td>City of Gaithersburg</td>
</tr>
<tr>
<td>BPM002342</td>
<td>KF-731-21D-003 Replace Multiple Underground Water Leaks on Compound in Jessua, Maryland</td>
<td>Open</td>
<td>3/31/2021</td>
<td>3/16/2021</td>
<td>Building and Facility Construction and Maintenance Services</td>
<td>IFB: Invitation for Bid</td>
<td>Department of General Services</td>
</tr>
<tr>
<td>BPM002366</td>
<td>Runway/Rubber Removal Services at BWI and MTH Airports</td>
<td>Open</td>
<td>4/1/2021</td>
<td>3/16/2021</td>
<td>Facility maintenance and repair services</td>
<td>Public Notice</td>
<td>Maryland Aviation Administration</td>
</tr>
<tr>
<td>BPM002322</td>
<td>South Street Water MAIN Replacement</td>
<td>Open</td>
<td>4/12/2021</td>
<td>3/16/2021</td>
<td>Public Utilities and Public Sector Related Services</td>
<td>IFB: Invitation for Bid</td>
<td>Town of Hancock</td>
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<tr>
<td>BPM002343</td>
<td>SM-000-21D-003 Replace Water Facility Wide at Historic St. Mary's City</td>
<td>Open</td>
<td>3/26/2021</td>
<td>3/15/2021</td>
<td>Building and Facility Construction and Maintenance Services</td>
<td>IFB: Invitation for Bid</td>
<td>Department of General Services</td>
</tr>
<tr>
<td>BPM002371</td>
<td>Upgrade/Rebuild Water and Heating Water Pipeline Replacement – Phase 1, Rockville Campus</td>
<td>Open</td>
<td>4/9/2021</td>
<td>3/12/2021</td>
<td>Building maintenance and repair services</td>
<td>Public Notice</td>
<td>Montgomery College</td>
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</tbody>
</table>

Keyword: Water
**Title:** KF-731-210-003 Repair Multiple Underground Water Leaks on Compound in Jessup, Maryland  
**ID:** BF0230241  
**Alternate ID:** KF-731-210-003  
**Lot #:** 1  
**Round #:** 1  
**Status:** Open  
**Due / Close Date (EST):** Mar 31 2021 3:00PM  
**Due / Close Date (EST):** Mar 31 2021 3:00PM  

**Solicitation Type:** IFB, Invitation for Bid  
**Main Category:** Building and Facility Construction and Maintenance Services  
**Issuing Agency:** Department of General Services  
**Procurement Officer / Buyer:** Keon Pompey  
**Email:** Keon.Pompey@maryland.gov  

**Solicitation Summary:** Repair Multiple Underground Water Leaks in Jessup, Maryland  

**Pre-Bid Conference Date:**  
3/23/2021 10:00:00 AM  

**Small Business Reserve Designation:**  
Yes  
**Procurement Program Participation Goals:**  

**Pre-Bid Conference Details:**  
Pre-Bid Conference is scheduled for March 23, 2021 at 10:00 AM on site at Maryland Correctional Institution Jessup 7803 House of Corrections Road Jessup, Maryland 20794 (Meet Outside Entrance Gate)
## Solicitation Links

<table>
<thead>
<tr>
<th>Title</th>
<th>Type</th>
<th>Link</th>
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</thead>
<tbody>
<tr>
<td>General Conditions for Construction</td>
<td>Specification Document (Approved)</td>
<td><img src="NEW%20General%20Conditions%20for%20Construction.pdf" alt="NEW General Conditions for Construction.pdf" /></td>
</tr>
<tr>
<td>Drawings</td>
<td>Specification Document (Approved)</td>
<td><img src="Underground%20Leak%20Location%20Drawing.pdf" alt="Underground Leak Location Drawing.pdf" /></td>
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<tr>
<td>Specs</td>
<td>Specification Document (Approved)</td>
<td><img src="Scope%20of%20Work.pdf" alt="Scope of Work.pdf" /></td>
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**6 Result(s)**
eMMA Search – Public Solicitations
Advanced Search

- Keywords
- Category
- Status
- Advanced Search
  - Type
  - Authority
  - Award Status
  - Agency
  - Sub Agency
  - Site

- Search
- Reset

Governor's Office of Small, Minority & Women Business Affairs
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<tbody>
<tr>
<td>BPM022918</td>
<td>RFP - Construction Management Services - Razing &amp; Replacement of the Department of Legislative Services Building</td>
<td>Open</td>
<td>4/9/2021</td>
<td>3/19/2021</td>
<td>Building construction management</td>
<td>Public Notice</td>
<td>Capital Projects</td>
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<tr>
<td>BPM022913</td>
<td>Asian American Communities in Maryland - Historic Context Study</td>
<td>Open</td>
<td>3/30/2021</td>
<td>3/19/2021</td>
<td>Management and Business Professionals and Administrative Services</td>
<td>Request for Quote</td>
<td>Department of Planning</td>
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<tr>
<td>BPM023390</td>
<td>IFB-2146 VPU HVAC &amp; Fire Alarm Upgrades at Yorkwood Elementary School #219</td>
<td>Open</td>
<td>4/15/2021</td>
<td>3/19/2021</td>
<td>Heating and cooling and air conditioning HVAC construction and maintenance services</td>
<td>IFB: Invitation for Bid</td>
<td>Baltimore City Public Schools</td>
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<tr>
<td>BPM023305</td>
<td>IFB-2148 HVAC Replacement &amp; Fire Alarm Upgrades at North Bend Pre-K to 6 School #301</td>
<td>Open</td>
<td>4/16/2021</td>
<td>3/18/2021</td>
<td>Heating and cooling and air conditioning HVAC construction and maintenance services</td>
<td>IFB: Invitation for Bid</td>
<td>Baltimore City Public Schools</td>
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<tr>
<td>BPM023333</td>
<td>IFB-2142 VPU HVAC Replacement at Calhoun Square Pre-K to 6 School #397</td>
<td>Open</td>
<td>4/15/2021</td>
<td>3/18/2021</td>
<td>Heating and cooling and air conditioning HVAC construction and maintenance services</td>
<td>IFB: Invitation for Bid</td>
<td>Baltimore City Public Schools</td>
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<tr>
<td>BPM022234</td>
<td>Transportation Planning Consultant Services</td>
<td>Open</td>
<td>4/19/2021</td>
<td>3/18/2021</td>
<td>Management advisory services</td>
<td>RFP: Double Envelope Proposal</td>
<td>The Secretary's Office</td>
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<td>BPM023283</td>
<td>Environmental Consulting Services</td>
<td>Open</td>
<td>4/16/2021</td>
<td>3/18/2021</td>
<td>Environmental protection</td>
<td>RFP: Double Envelope Proposal</td>
<td>Department of the Environment</td>
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<td>BPM023341</td>
<td>AGENCY SERVICES FOR STUDENTS WITH COGNITIVE DISABILITIES</td>
<td>Open</td>
<td>4/15/2021</td>
<td>3/17/2021</td>
<td>Education and Training Services</td>
<td>Public Notice</td>
<td>Baltimore County Public Schools</td>
</tr>
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<table>
<thead>
<tr>
<th>Contract Title</th>
<th>Vendor</th>
<th>Contract Type</th>
<th>Effective Date</th>
<th>Expiration Date</th>
<th>Publish Date</th>
<th>Public Solicitation ID</th>
</tr>
</thead>
</table>

Governor’s Office of Small, Minority & Women Business Affairs
## Public Contract: CTR002253 - B-300-201-001 Resealing / Repair of Windows & Masonry Caulking at the Peoples Resource Center

<table>
<thead>
<tr>
<th>Contract Title</th>
<th>Effective Date</th>
<th>Contract ID</th>
<th>Alternate ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>B-300-201-001 Resealing / Repair of Windows &amp; Masonry Caulking at the Peoples Resource Center</td>
<td>5/25/2020</td>
<td>CTR002253</td>
<td>001IT821113</td>
</tr>
</tbody>
</table>

### Vendor
East Coast Building Services, Inc.

### Contract Type
Individual

### Contract Amount
189,600.00 USD

### Procurement Officer / Buyer
Daryl MOORE

### Email
daryl.moore@maryland.gov

### Linked Solicitation
BPM017768: B-300-201-001 Resealing / Repair of Windows & Masonry Caulking at the Peoples Resource Center

### Statewide Contract
No

### Federal Funding
No

### Green Contract
No

### VSBE Goal
Yes

## Contract Scope

- Organizations
  - Department of General Services
- Commodities
  - Building and Construction Machinery and Accessories
Hello [Enter Name Here],

While exploring Public Contracts in eMMA, I learned that you have purchased [XYZ products or services] in the past.

I would like to be on your contact list for any purchases below the $15,000 threshold that would not be published on eMMA.

Are you the right point of contact at [Department Name Here]?

Sample Starter Email
Hello [Enter Name Here],

While exploring Public Contracts in eMMA, I learned that you were the procurement officer for [insert contract information here] in 2019.

This contact is set to expire in [enter date here]. Do you expect it will be re-opened for competition at that time?

This type of work is an excellent fit for my company. Please add me to your contact list for any similar opportunities that may open in the future.
Hello,

While exploring eMaryland Marketplace Advantage, I learned that you have previously won Maryland state contracts.

I would like to connect with [Name of Company Here] and explore opportunities to work as a subcontractor.

My capability statement is attached. Can we set up a time to talk in the next two weeks?
To obtain a copy of this slide deck, visit the Ready, Set, GROW! page of our website at goMDsmallbiz.Maryland.gov