

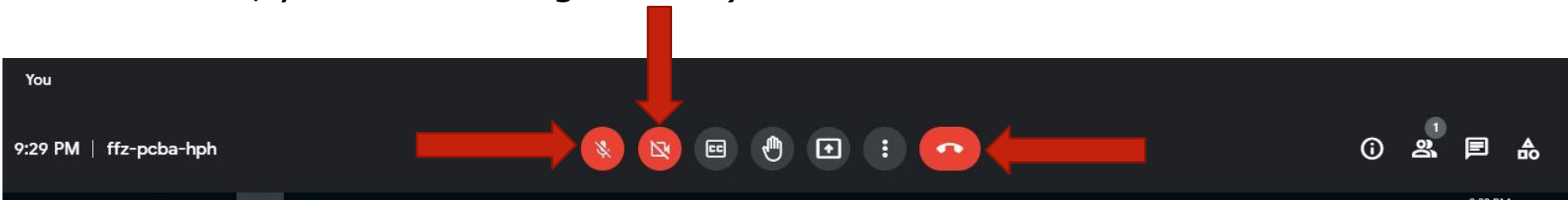
WELCOME

to the
Small Business Reserve (SBR)
Liaison Training
9:00 am – 12:00 pm



Logistics and Housekeeping

Please MUTE your microphone and TURN OFF video camera during the webinar!! Confirm you are MUTED, and the camera is TURNED OFF by hovering your mouse at the bottom of your screen in Google Meet to see the icons - RED means you are MUTED, and your camera is off. (The circle with the phone icon is the "hang up" button; if you click that one, you'll have to log back in!)



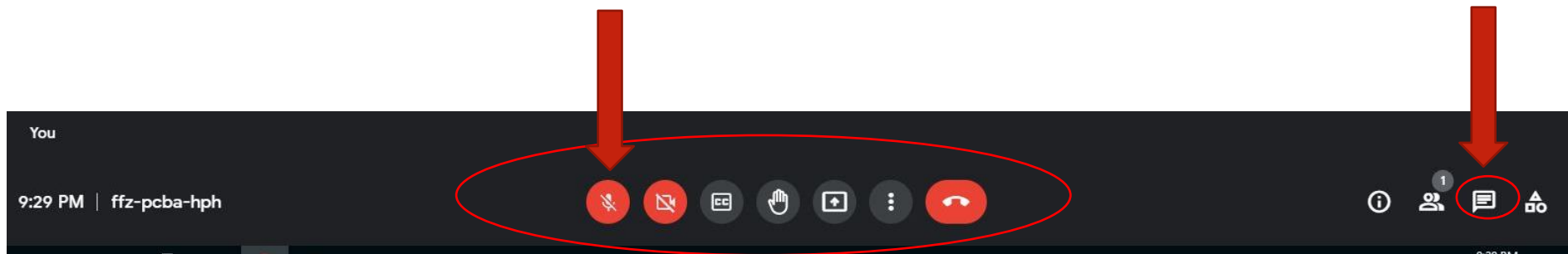
Please refrain from pressing any of the options on this bar in error such as record, captions or Present Now as this will disturb the webinar.

During breaktime, please do not hang-up, this would cause a disruption when we resume.

Logistics and Housekeeping

Please use the CHAT bar to ask questions or make comments during the training

If you need to speak, unmute your microphone and introduce yourself by name and agency prior to speaking



Logistics

If you are joining us by phone:

You must press ***6** to mute and unmute your phone

Small Business Reserve (SBR) Program Liaison Training

Presented by the Governor's Office
of Small, Minority & Women
Business Affairs

June 2, 2022

Lisa Mitchell Sennaar, SBR Compliance Manager



AGENDA

1. Welcome
2. Greetings by Special Secretary Jimmy Rhee
3. Introduction of our Team
4. Legislative Updates from Session 2022
5. The Procurement Review Group (PRG) Process Overview
6. Small Business Reserve (SBR) Program Overview
7. SBR Liaison Officer: Responsibilities as Described in Statute
8. SBR Certification/Verification Process
9. SBR Designation Worksheet
10. What's In the SBR Reporting Toolkit?
11. Consolidated Reports (FY2023 Procurement Forecast and MBE/SBR Strategic Plan)
12. FY2022 SBR Annual Report due on or before Sept 30
13. Announcements of Upcoming Events
14. Survey

Special Secretary Jimmy Rhee

Jimmy Rhee - *Special Secretary*

Pamela Gregory – *Chief of Staff*

Alison Tavik – *Director of Communications & Outreach*

Eduardo Hayden – *Small Business Outreach Manager*

Chantal Kai-Lewis – *Director of Policy and Legislative Affairs*

Lisa Mitchell Sennaar – *SBR Compliance Manager*

Tanita Johnson – *SBR Compliance Manager*

Nichelle Johnson – *MBE Compliance Manager*

Karen Reyes – *MBE Compliance Manager*

Gerald Stinnett – *MBE Compliance Manager – VLT Operations*

Danielle N. Davis – *VSBE Compliance Manager*

Meet
The Governor's Office
of Small, Minority &
Women Business Affairs
(GOSBA)

Contact Us

<https://gomdsmallbiz.maryland.gov/Pages/Contact-Us.aspx>



2022 Legislative Updates

Chantal Kai-Lewis

Director of Policy and Legislative Affairs

2022 MBE and/or Small Business Impact

- SB192 – *Procurement – Minority Business Enterprise Program – Reauthorization Extension*
 - Altering the termination date for the MBE Program to July 1, 2024 to allow for the completion of the Statewide Disparity Study
- HB389/SB487 - *Procurement - Minority Business Enterprises – Revisions*
 - Establishes an MBE Ombudsman position
 - Requires each agency to report annually to GOSBA on contract
 - Requires GOSBA in consultation with DGS and OAG to adopt regulations and create criteria to determine if a prime contractor has persistently failed to meet contract goals
 - codifies the Small Business Reserve Executive Order 01.01.2021.01
 - expands the prompt pay requirement to include all contractors, not just construction contractors.

2022 Regulatory Updates

- Updates to COMAR 21.11.14 went into effect on May 16, 2022
- Aligns the VSBE Program with our other established socio-economic programs
- Notable changes:
 - Defines a qualifying VSBE as a for-profit business
 - Outlines certification and verification process
 - Establishes a VSBE Liaison in each agency
 - Creates a waiver provision for VSBE

The Procurement Review Group (PRG)



What is the PRG?

- ▶ Statutorily mandated group tasked with reviewing:
 - (a) Contract solicitations;
 - (b) proposed sole-source contracts; and
 - (c) proposed contract renewal options

- ▶ All contracts ranging from \$50,000 to \$500k considered for automatic SBR Program Designation with limited exemptions

- ▶ Contracts expected to exceed \$100,000 in value, evaluate for Minority Business Enterprise and Veteran Business Enterprise participation



No Cap for SBR Designation

All solicitations, including those over \$500,000, shall continue to be evaluated for SBR Program Designation.

Exemptions to Mandatory Designation

- Purchases or work orders made from Statewide IDQ [including architectural-engineering (A-E)] or term contracts with one contractor
- Purchases or work orders made from Statewide IDQ [including architectural-engineering (A-E)] or term contracts with multiple contractors that receive work orders by right of first refusal or round robin, where there is no secondary competition
- Sole source contracts for proprietary goods or services
- Procurement contracts with Preferred Providers
- Procurement involves federal dollars, where inclusion in the SBR Program conflicts with federal law or grant provisions
- Procurement contracts from noncompetitive negotiation for certain human, social, or educational services

Waivers

- If PRG evaluation shows adequate competition does not exist, the agency may request a waiver of the SBR designation requirement
- Address as many reasons as possible for request; provide supporting documentation.
- If indicating “*Other*” as the reason for the SBR Program Designation Waiver Request, approval from GOSBA is required

Resources

- PRG Guidance and Worksheets
- Best Practice Guidelines
- FAQs

Available at:

<https://procurement.maryland.gov/procurement-review-group-prg/>



SBR Program Overview

COMAR 21.11.01.06

- Created in 2004
- Provides small businesses with the opportunity to participate as prime contractors on state contracts

SBR Program Overview

COMAR 21.11.01.06

The SBR Program directs participating agencies/departments to the extent practicable to spend at least 15% of its fiscal year procurement expenditures with certified small businesses

SBR Program Overview

COMAR 21.11.01.06

Only those payments resulting from a procurement designated as a small business reserve procurement may be applied towards the procurement unit's overall small business reserve 15 % mandated payment achievement

SBR Program Overview

Once a solicitation has been designated as “SBR,” an award can only be made to a small business certified in the SBR Program.

SBR Program

Certification is an online process through the vendor registration process on the state's eProcurement platform

[eMaryland Marketplace Advantage \(eMMA\)](#)

SBR Liaison Officer

[COMAR 21.11.01.06](#)

The head of each procurement unit shall designate an employee to be the SBR liaison officer in the administration of that unit's small business reserve program

The SBR liaison officer shall be a high-level employee reporting directly to the agency head or head of the procurement unit

For Internal Training Purposes Only

SBR Liaison Officer Responsibilities

[COMAR 21.11.01.06](#)

- Coordinating the procurement unit's outreach efforts to the small business community
- Reviewing the unit's contracting procedures to ensure compliance with small business reserve requirements
- The Liaison should be a part of the Procurement Review Group (PRG)

SBR Liaison Officer Responsibilities

[COMAR 21.11.01.06](#)

- Submitting required small business reserve program reports or information
- Assisting in the resolution of small business reserve contracting issues

SBR Liaison Directory

For information regarding the Small Business Reserve (SBR) Program's **certification**
please email lisa.sennaar@maryland.gov or call 410-697-9600.

Reporting Agency	SBR Liaison Name/Contact Info	Address
Aging	Valarie Tisdale valarieb.tisdale@maryland.gov 410-767-2157	301 W. Preston Street, Suite #1007 Baltimore, MD 21201
Agriculture	Lynn McNally lynn.mcnally@maryland.gov 410-841-5902	50 Harry S. Truman Parkway Annapolis, MD 21401
Archives	Teresa Fawley teresa.fawley@maryland.gov 410-260-6405	350 Rowe Blvd. Annapolis, MD 21401
Assessments & Taxation	Tara L. Gray tara.gray@maryland.gov 410-767-1194	300 West Preston St., Room 605 Baltimore, MD 21201
Attorney General's Office	Janice Clark jclark@oag.state.md.us 410-576-6442	200 St. Paul Place Baltimore, MD 21202
Baltimore City Community College	Corelethia Braxton CBraxton@bcc.edu 410-462-7474	2901 Liberty Heights Avenue Baltimore, MD 21215
Board of Elections	Whitney LeRoux whitney.leroux@maryland.gov 410-269-2863	151 West St., Suite 200 Annapolis, MD 21401
Board of Public Works	Gabriel Gnall gabriel.gnall@maryland.gov 410-260-7335	80 Calvert St., Room 117 Annapolis, MD 21401

<https://gomdsmallbiz.maryland.gov/Pages/SBR-Liaison-Directory.aspx>



Tanita Johnson
SBR Program Compliance
Manager



**Guiding Vendors to the SBR
Application/Certification Process**

&

Verifying SBR Participants


Let's Increase the SBR Vendors in eMMA!

- This will be helpful to you, your department and our office.
- By increasing the SBR participants, more companies could become available to choose from within the specific areas/fields that relate to your solicitations/projects.
- In doing so, you may be able to INCREASE, SURPASS and/or MEET your SBR goal– which is a win, win, win situation (for the vendor, your department and our office)!

SBR Program Application Process

Registration within eMaryland Marketplace Advantage (eMMA) portal

Welcome to eMaryland Marketplace Advantage (eMMA)




eMMA is Maryland's new online procurement platform used to connect the vendor community with contracting opportunities from state, county, and local government entities. Registered vendors will receive notices of bid opportunities, can submit bid responses online, and may obtain bid results online.

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



<https://emma.maryland.gov/>

LOGIN

Login *

Email / Username


Password *

Login


State SSO Login(SecureAuth)

MDot SSO Login(MSAzure)


[Lost your password?](#)




New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search

Vendor Quick Reference Guide (QRG)

SBR Certification/Recertification

-The “Quick Reference Guides” link will direct the vendor to the SBR Certification/Recertification Vendor QRG, which provides guidance (step-by-step instructions) for vendors to access the application within eMMA.

Vendor QRGs

Follow this link to
training for Vendors on registering and for submitting electronic bids.

**7 - eMMA SBR Certification
and Recertification**

Vendor Quick Reference Guide (QRG)



Vendor Quick Reference Guide SBR Certification/Recertification

Overview

This Quick Reference Guide (QRG) shows you how to apply for SBR Certification and recertify in eMMA, once you're registered.

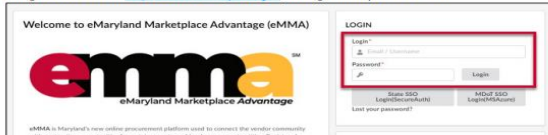
NOTE: For best results, access eMMA using the Google Chrome browser.

If you need help at any point, please email the eMMA helpdesk at emma.helpdesk@maryland.gov.

Step-By-Step Instructions

SBR Certification

1. Navigate to eMMA at <https://emma.maryland.gov> and log in with your credentials.



2. Click **General Info** tab at the top of the webpage and click on the **Company Profile** option from the drop-down menu.



3. Scroll down to the **State Programs** section, under **Is your company currently enrolled in SBR Program?**

NOTE: The **Small Business Reserve (SBR)** field displays the **No** selection by default. Do not change it.

SBR Recertification

NOTE: A notice will display on your **Company Info** page in eMMA when your SBR certification is 30 days from expiration. The 30-day SBR Application Expiring Notification goes to any vendor user that has the Vendor Admin profile. You must renew within this 30-day window or else your certification will expire. If you submit a renewal application prior this 30-day window, it will not be processed.

Prerequisites

If you are a newly formed business, and have not submitted your tax return, you will need to have a **gross sales estimate** for your business.

If you are an established business, you will need your most recent years tax filing (up to three years) to enter gross sales in this form.

10

Note that the vendor will find directions for the initial SBR certification process and recertification steps, which is located further within the QRG.

Vendor Quick Reference Guide (QRG)

10. Complete all required fields marked with a red asterisk (*).

NOTE: Hover your cursor over the tooltips for additional information regarding the field.

Edit document : Attestations & General Documents

Document

☐ I have read and agree to the Small Business Reserve Program disclaimer. *

NOTE: Please "hover-over" each tooltip (i) for explanation before selecting a response.

a Organization Type ⓘ *

b Is this business independently owned and operated? ⓘ *

c Is this business a subsidiary of another business? ⓘ *

d Is this a not-for-profit/nonprofit business? ⓘ *

e Are you a Broker? ⓘ *

f Is this business dominant in its field of operation at the national level? ⓘ *

g Total number of employees on the payroll? ⓘ *

These are the questions that are listed on the SBR Application (and is provided as a step within the QRG).

SBR Program Application Process

Registration within eMaryland Marketplace Advantage (eMMA) portal

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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.

<https://emma.maryland.gov/>

LOGIN

Login *

 Email / Username

Password *



Login

State SSO
Login(SecureAuth)

MDOT SSO
Login(MSAzure)

[Lost your password?](#)



New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search

SBR Program Application Process

Registration Application

We'd love to connect with you, but first tell us all about your company!

Company Information	Main Address
<div>Legal Name *</div> <div></div>	<div>Address *</div> <div></div>
<div>Tax ID Type *</div> <div></div>	<div>Address Line 2 ⓘ</div> <div>Enter Apartment, Suite, or Unit Number</div>
<div>Company Name (DBA) ⓘ *</div> <div>DBA or Trade Name</div>	<div>City *</div> <div></div>
<div>Tax ID ⓘ *</div> <div></div>	<div>State/Territory/Province *</div> <div></div>
<div>Do You Have a DUNS Number? *</div> <div><input type="radio"/> Yes</div> <div><input type="radio"/> No</div> <div><input type="radio"/> I don't know</div>	<div>Postal Code *</div> <div></div>
<div>DUNS ⓘ</div> <div></div>	<div>Country *</div> <div>UNITED STATES ⓘ</div>
<div>Ownership Type ⓘ *</div> <div>See Tooltip for Definitions</div>	<div>Corporate Contact Information ⓘ</div>
<div>Website</div> <div></div>	<div>Corporate Email</div> <div>General Company Email</div>
<div>Business Description</div> <div></div>	<div>Corporate Phone ⓘ *</div> <div>General Company Phone</div>
	<div>Corporate Fax ⓘ</div> <div>General Company Fax</div>

SBR Program Application Process

Registration Application (cont'd)

Procurement Programs	Contact Information
<div>State Programs</div> <div>For information regarding the programs listed below, click here.</div> <div>Is your company currently enrolled in any of the following programs?</div> <div><div>Small Business Reserve (SBR) *</div><div><div>No</div><div>Yes</div></div><div>Would you like to apply to the SBR Program? ⓘ *</div><div><div></div><div></div></div></div> <div><div>Veteran-Owned Small Business Enterprise (VSBE) *</div><div></div></div> <div><div>Minority Business Enterprise (MBE) *</div><div></div></div>	<div><div>First Name *</div><div></div></div> <div><div>Last Name *</div><div></div></div> <div><div>Position *</div><div></div></div> <div><div>Email *</div><div>Your Corporate Email Addr...</div></div> <div><div>Confirm Email *</div><div></div></div> <div><div>Password ⓘ *</div><div></div></div> <div><div>Confirm Password *</div><div></div></div>
<div>Federal Programs</div> <div>For information regarding certification for the programs listed below, click here.</div> <div>Is your company enrolled in the following programs?</div> <div><div>Disadvantaged Business Enterprise (DBE) *</div><div></div></div> <div><div>Small Business Enterprise (SBE) *</div><div></div></div> <div><div>Airport Concessionaire Disadvantaged Business Enterprise (ACDBE) *</div><div></div></div>	

SBR Program Application Process

Registration Application (cont'd)

Vendor Declarations

Products & Services Offered

Product & Service Categories ⓘ *

Service Area

State & Counties ⓘ *

SBR Program Application Process

Registration Application (cont'd)

Products & Services Offered
Product & Service Categories ⓘ*
<div>10000000 - Live Plant and Animal Material and Accessories and Supplies</div> <div>10100000 - Live animals</div> <div>10101500 - Livestock</div> <div>10101501 - Cats</div> <div>10101502 - Dogs</div> <div>10101506 - Horses</div> <div>10101507 - Sheep</div> <div>10101508 - Goats</div>

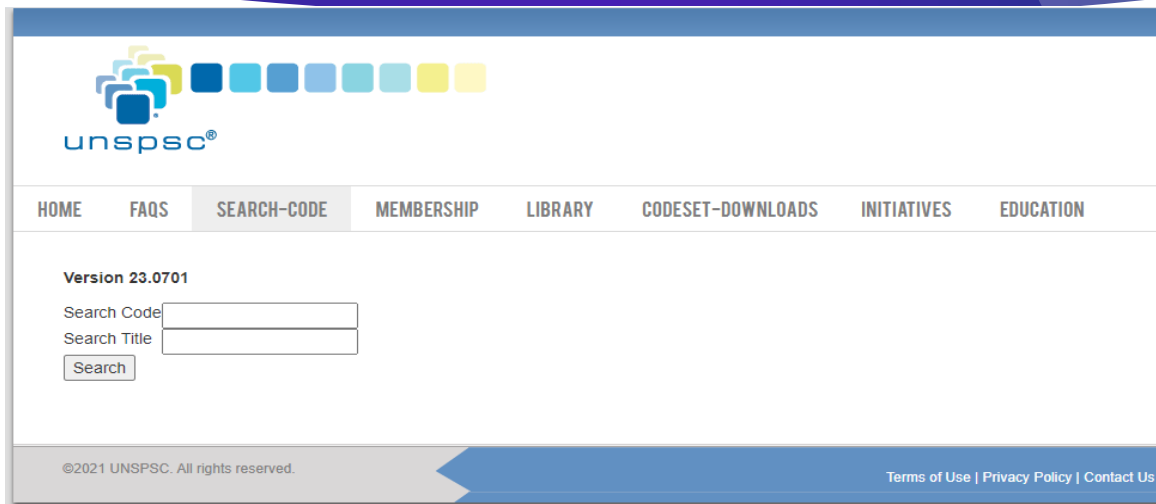
Note: Vendors can visit the following websites to determine “Product & Service Categories” (i.e. Commodity Codes) that relate to their business:

<https://www.unspsc.org/search-code>

<https://www.ungm.org/Public/UNSPSC>

SBR Program Application Process

“Product & Service Categories”



The screenshot shows the UNSPSC website's search interface. At the top is the UNSPSC logo, which consists of a stylized 'u' made of blue and yellow squares, followed by the text 'unspsc®'. Below the logo is a horizontal navigation bar with the following links: HOME, FAQs, SEARCH-CODE (which is highlighted), MEMBERSHIP, LIBRARY, CODESET-DOWNLOADS, INITIATIVES, and EDUCATION. Below the navigation bar, the text 'Version 23.0701' is displayed. Underneath this, there are two input fields: 'Search Code' and 'Search Title'. To the right of these fields is a 'Search' button. At the bottom of the page, there is a footer with the text '©2021 UNSPSC. All rights reserved.' on the left and 'Terms of Use | Privacy Policy | Contact Us' on the right.

United Nations Standard Products and Services Code® (UNSPSC®)

-Classification of products and services

<https://www.unspsc.org/search-code>

SBR Program Application Process

“Product & Service Categories”

Export to Excel



Product coding is used to classify goods and services. UN Procurement Officers select one or more UNSPSC code to indicate the product or service their agency needs to procure or search for potential suppliers registered and accepted by one or more UN agency from the UNGM database. It is, therefore, vitally important that you select the most accurate UNSPSC codes to describe your goods/services.

Search:

- A - Raw Materials, Chemicals, Paper, Fuel >
- B - Industrial Equipment & Tools >
- C - Components & Supplies >
- D - Construction, Transportation & Facility Equipment & Supplies >
- E - Medical, Laboratory & Test Equipment & Supplies & Pharmaceuticals >
- F - Food, Cleaning & Service Industry Equipment & Supplies >
- G - Business, Communication & Technology Equipment & Supplies ▾**
 - 43000000 - Information Technology Broadcasting and Telecommunications >
 - 44000000 - Office Equipment and Accessories and Supplies ▾**
 - 44100000 - Office machines and their supplies and accessories >
 - 44110000 - Office and desk accessories >
 - 44120000 - Office supplies >
 - 45000000 - Printing and Photographic and Audio and Visual Equipment and Supplies >
 - 55000000 - Published Products >
- H - Defense, Security & Safety Equipment & Supplies >
- I - Personal, Domestic & Consumer Equipment & Supplies >
- J - Services >

<https://www.ungm.org/Public/UNSPSC>

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

SBR Program Application Process

“Product & Service Categories”


-Be aware that vendors can add one/a few “Product & Service Categories” when registering their company and later access their eMMA account to provide additional categories. You can refer them the following QRG:

Vendor QRGs

Follow this link to
training for Vendors on registering and for submitting electronic bids.

**2d - eMMA QRG
Adding Product and
Service Categories**

emma.maryland.gov

**Quick Reference Guide**
Adding Product and Service Categories

This Quick Reference Guide (QRG) is designed to help you add products and service categories to your vendor profile in eMMA.

If you need help at any point, please email the eMMA helpdesk at emma.helpdesk@maryland.gov.



Instructional Video

<https://youtu.be/VWWT0mxnDFc>

Step-by-Step Instructions

1. Navigate to eMMA at <https://emma.maryland.gov>.
2. In the upper right-hand corner, enter your **email address** and **password** in the **Login** field.

Welcome to eMaryland Marketplace Advantage (eMMA)



Adding Product and Service Categories

Figure 1: Login space for Vendors on eMMA.

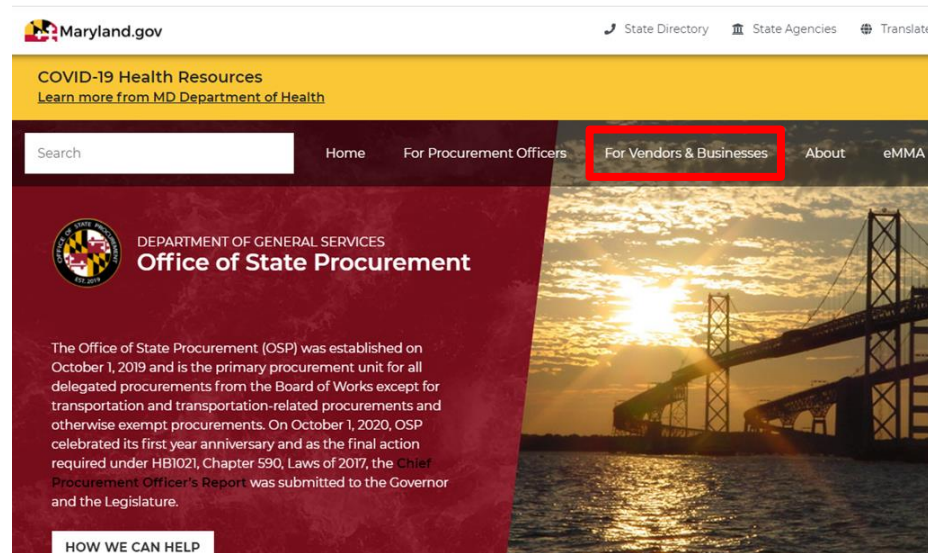
SBR Vendor Search

Use the Vendor Search option in eMMA to identify potential SBR vendors. This method will yield both SBR certified and non-certified vendors.

- 1) Visit the <https://procurement.maryland.gov/> website.
- 2) Click on tab “For Vendors & Businesses”.
- 3) Select the “Quick Reference Guides (QRGs)” link.
- 4) Select the Buyer QRG- “Public Search for Vendors” for a guide to locate potential SBR vendors.

SBR Vendor Search

- 1) Visit the <https://procurement.maryland.gov/> website.
- 2) Click on tab "For Vendors & Businesses".




SBR Vendor Search

3) Select the “Quick Reference Guides (QRGs)” link.

eMMA Support Resources

For help registering and using the eMaryland Marketplace Advantage (eMMA) several resources are available to vendors.

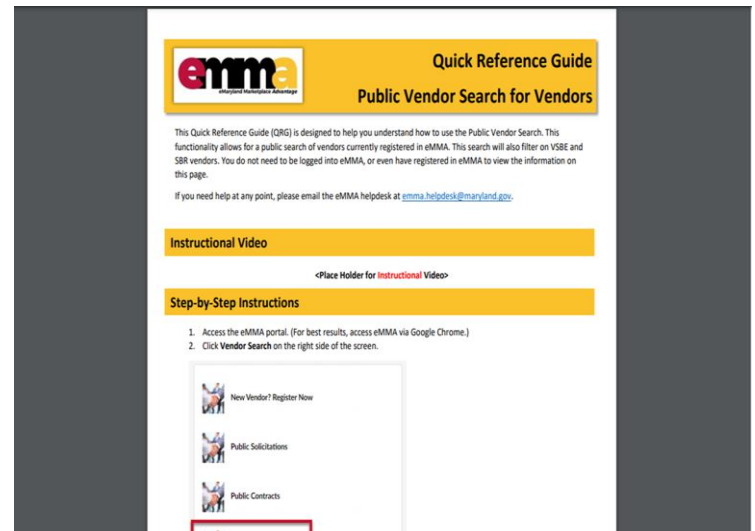
- 
1. **Quick Reference Guides (QRGs)** for using the eMMA system successfully.
 2. Dedicated eMMA helpdesk for eMMA specific live support. Email them directly at emma.helpdesk@maryland.gov for the quickest help!
 3. **eMMA Training for Vendors** for registering your business and submitting successful bids!
 4. Upcoming Vendor webinars for live information on how eMMA! (Calendar and link to register posted soon!)

SBR Vendor Search

4) Select the Buyer QRG- “Public Search for Vendors”.

Buyer QRGs

17 - eMMA QRG Public Search for Vendors



SBR Vendor Search

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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.

LOGIN

Login *

 Email / Username

Password *



Login

State SSO
Login(SecureAuth)

MDOT SSO
Login(MSAzure)

[Lost your password?](#)



New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search

<https://emma.maryland.gov/>

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

SBR Vendor Search

eMMA New Vendor? Register Now Vendor Search Public Solicitations Public Contracts

Vendor Search

Keywords: Commodities: Areas Served: **Search** **Reset**

Company Name: eMMA Vendor ID:

Country: UNITED STATES State: Levels related with the supplier: Group, Entity

☐ VSBE Vendor ☒ **SBR Vendor**

Filters Country: UNITED STATES SBR Vendor: ☒ Levels related with the supplier: Group Entity

eMMA Vendor ID	Company Name	City	State	Postal Code	Vendor Contact	AP Invoice Phone	AP Invoice Email	SBR Vendor	SBR Certification #	SBR Expiration Date UTC-4
SUP863741	DATA DOC, MD LLC.	Silver Spring	MD	20904	Cherisse Robles	301-980-1648	crobles@datadocmd.com	<input checked="" type="checkbox"/>	SB22-022222	5/14/2023 8:00:00 PM
SUP379483	@ Your Request Cleaning Company LLC	Hughesville	MD	20637	Lakeia Lemons	240-938-0007	yourrequestcleaningco@yahoo.com	<input checked="" type="checkbox"/>	SB22-020619	2/21/2023 8:00:00 PM
SUP008697	1 Prime Source, LLC	Oxon Hill	MD	20745	Melissa Wills	301-357-9311	1primesourcecellc@gmail.com	<input checked="" type="checkbox"/>	SB22-021622	4/10/2023 8:00:00 PM
SUP836347	1 Regal Enterprise, LLC	Hyattsville	MD	20784	Shenay Coley	301-803-9599	manager@regalenterprisehome.com	<input checked="" type="checkbox"/>	SB22-020122	1/30/2023 8:00:00 PM
SUP751993	1000032248378	Fort Washington	MD	20746	Michael Darbouze	3479091861	miked@chipsrenovations.com	<input checked="" type="checkbox"/>	SB21-016490	9/8/2022 8:00:00 PM
SUP013758	106 Group	St. Paul	MN	55108	Anne Ketz	651-290-0977	info@106group.com	<input checked="" type="checkbox"/>	SB11-42	
SUP783556	1351 Investigations LLC	Hanover	MD	21076	Jefferson Golas	4439945066	1351investigationllc@gmail.com	<input checked="" type="checkbox"/>	SB21-015593	6/24/2022 8:00:00 PM

Remember, this is a public search tool to help identify potential SBR vendors. The search will yield both certified and non-certified vendors.

Verification of Certified SBR Vendors

The screenshot shows the eMMA (eMichigan Minority and Women's Business Affairs) interface. At the top, the 'Vendors' tab is highlighted with a red circle. Below the navigation bar, the 'Browse Vendors' section is visible. On the left, under 'Procurement Programs', the 'SBR Vendor' checkbox is checked and circled in red. In the main search area, the 'Keywords' field is circled in red. Below the search fields, a filter bar shows 'SBR Vendor' with a green checkmark. At the bottom, there are buttons for 'Generate RFI', 'Merge Vendors', and 'Create a Vendor'.

Procurement Programs

- ☒ SBR Vendor
- ☐ ACDBE Vendor
- ☐ VSBE Vendor
- ☐ SBE Vendor
- ☐ MBE Vendor
- ☐ DBE Vendor

Search

Keywords: Alerts: Commodities: ☐ My Commodities ☐

Filters Level: Entity x SBR Vendor: ☒ x

0 Selected

-You can find additional information pertaining to SBR vendors by logging into the internal “Browse Vendor” search.


-Sign into eMMA to perform this verification.

Verification of Certified SBR Vendors

 Company Info




 Contacts

 Qualifications

 Documents

Attestations & General Documents

+ Add attestations & general documents

 Attach	Type	Status 	Document Date	Expiration Date	Valid
  	SBR Application	✓	5/15/2022	5/15/2023	●
1 Result(s) Result(s)					

To determine the SBR certification status, click into the “Documents” section of the vendor’s account. If the “Documents” section has an SBR Application with an approved “Status,” a valid “Expiration Date” (i.e. date has not exceeded/certification not expired with a one-year certification) and green dot (Valid) listed, the vendor is certified within the SBR Program.

Verification of Certified SBR Vendors

Supplier Overview

Company Info

Contacts

Qualifications

Documents

Procurement Programs

State Programs

Existing SBR Vendor?	SBR Certification #	SBR Effective Date	SBR Expiration Date
<input type="checkbox"/>	SB22-022222	5/15/2022	5/15/2023
<input checked="" type="checkbox"/> SBR Vendor	SBR Application Status ⓘ Approved		

Upon verifying that the SBR Application information is listed correctly within the “Documents” section, you can locate the “SBR Certification #” and approval status in the “Company Information” section.

Verification of Certified SBR Vendors

Please note the following when you are attempting to verify the certification status of an SBR vendor in eMMA:

- You may find multiple SBR Applications listed in the “Documents” section.
- Be certain to carefully review the information to make certain that the vendor meets the requirements (i.e. SBR Application has an approved “Status”, a valid “Expiration Date” (i.e. date has not exceeded/certification not expired with a one-year certification) and green dot (Valid) listed).
- You are able to download an excel spreadsheet for these vendors. However, you will need to check the vendor accounts to verify their SBR certification.
- If you are unable to determine the SBR certification status, please contact our office for assistance.

Internal Vendor Search- Excel Spreadsheet

Browse Vendors

Search Reset

Level: Entity

Status:

Vendor Type:

Tax ID Type:

☐ Is Remit-To Address?
☐ Interfacing Agency Vendor?
☐ Pending Change Requests
☐ Grouped orders

Parent Supplier:

Procurement Programs

☒ SBR Vendor
☐ ACDBE Vendor
☐ VSBE Vendor
☐ SBE Vendor
☐ MBE Vendor
☐ DBE Vendor

Responsible:

Entity	Source	Address	Phone	Status	SBID	Registration Date	Primary Contact	Primary Email	Primary Phone	Registration Date
SUP008697	1 Prime Source, LLC	1 Prime Source, LLC	10766378066	Active	SB22-021622		1primesourcelc@gmail.com	301-357-9311	4/11/2023	
SUP836347	1 Regal Enterprise, LLC	1 Regal Enterprise, LLC		Registered	SB22-020122		manager@regalenterprisehome.com	301-803-9599	1/31/2023	
SUP751993	1000032248378	Chips Renovations LLC		Registered	SB21-016490		miked@chipsrenovations.com	3479091861	9/9/2022	
SUP013758	106 Group	The 106 Group Ltd.	10809013080	Registered	SB11-42		info@106group.com	651-290-0977		
SUP783556	1351 Investigations LLC	1351 Investigations LLC		Registered	SB21-015593	096572462	6/1/2023	1351investigationsllc@gmail.com	4439945066	6/26/2023
SUP015333	1969	ITZ Our Turn LLC		Active	SB22-020756	056851633	2/28/2021	itzourturn@gmail.com		
SUP738606	1HEALTHJO INC	1HEALTHJO INC	1464464272_000_000	Active	SB21-015217		alarkin@1health.io			
SUP775503	1Smart Consulting LLC	1Smart Consulting LLC		Registered	SB21-015453		john@1smart.us			
SUP028168	1Source Management Consulting, LLC	1Source Management Consulting, LLC		Active	SB21-017327		info@1sourcemanagementllc.com			
SUP790473	1st choice janitorial service llc	1st choice janitorial service llc		Registered	SB21-017028		1stchoicejanitorialservicellc@gmail.com			
SUP011856	1st Choice, LLC	1st Choice, LLC	10851819293	Active	SB21-018240		mbell@1stchoicegov.com			
SUP006836	2 Health Nuts	Serio & Shaw LLC	10851716079	Active	SB20-008494					
SUP018259	20/20 Design and Construction, LLC	20/20 Design and Construction, LLC		Active	SB20-011452		eman.amirian@2020-dc.com			

1 2 3 4 5 6 7 > More than 150 Result(s) Result(s)

Download table "" in Excel format

Show columns :
Selection ☐
Editing column ☐
Deleting column ☐
Anomalies ☐

Grid page size : 15

Reset to default parameters

Internal Vendor Search- Excel Spreadsheet

Export_Vendors (43).xlsx - Excel

	A	B	C	D	E	F	G	H
	Code	Company Name	Legal Name	Parent Company	ERP Vendor ID	Mail Code	Status	SBR Certification #
2	SUP863741	DATA DOC, MD L.L.C.	DATA DOC, MD L.L.C.				Registered	SB22-022222
3	SUP379483	@ Your Request Cleaning Company LLC	@ Your Request Cleaning Company LLC				Registered	SB22-020619
4	SUP008697	1 Prime Source, LLC	1 Prime Source, LLC				Active	SB22-021622
5	SUP836347	1 Regal Enterprise, LLC	1 Regal Enterprise, LLC				Registered	SB22-020122
6	SUP751993	1000032248378	Chips Renovations LLC				Registered	SB21-016490
7	SUP013758	106 Group	The 106 Group Ltd.				Registered	SB11-42
8	SUP783556	1351 Investigations LLC	1351 Investigations LLC				Registered	SB21-015593
9	SUP015333	1969	ITZ Our Turn LLC				Active	SB22-020756
10	SUP738606	1HEALTH.IO INC	1HEALTH.IO INC			000	Active	SB21-015217
11	SUP775503	1Smart Consulting	1Smart Consulting LLC				Registered	SB21-015453
12	SUP028168	1Source Management Consulting LLC	1Source Management Consulting, LLC				Active	SB21-017327
13	SUP790473	1st choice janitorial service llc	1st choice janitorial service llc				Registered	SB21-017028

Contact Information

Tanita Johnson

tanita.johnson1@maryland.gov

410-697-9600- Main Office

410-697-9619- Direct Office

Lisa Mitchell Sennaar

lisa.sennaar@maryland.gov

410-697-9613- Direct Office

Questions?



SHORT BREAK

Please stay tuned, we will return shortly from our break.

Get in a quick stretch, get some coffee or cola, or rest your eyes.

Please Do Not hang up. If you hang up, we will have to readmit you. Just keep your microphone muted

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

SBR Program and Executive Order 01.01.2021.01

- The documents include:
 - [SBR Executive Order FAQs](#)
 - [BEST PRACTICES: Small Business Reserve \(SBR\) Executive Order 01.01.2021.01 Implementation Guidelines](#)
 - [PROCUREMENT REVIEW GROUP: Guidance and Worksheets](#)

Search 🔍

Home For Procurement Officers For Vendors & Businesses About eMMA



Procurement Review Group (PRG)

Home » Procurement Review Group (PRG)

- **PROCUREMENT REVIEW GROUP:** [Guidance and Worksheets](#)
- **BEST PRACTICES:** [Small Business Reserve \(SBR\) Executive Order 01.01.2021.01 Implementation Guidelines](#)
- [SBR Executive Order FAQs](#)
- [2020 MBE Program Subgoal Worksheet](#)
- [OSP Policies and Procedures for PRGs](#)
- [OSP PRG eMail Submissions Process](#)
- [2022 OSP PRG Schedule – Submission time is by 2 PM](#)
- **NEW!** [Best Practices & Guidelines for MBE Goalsetting & Outreach Considerations for Emergency Contracts](#)



Customer Service Promise

Human Trafficking GET HELP

Activate Windows
Go to Settings to activate Windows.

<https://procurement.maryland.gov/procurement-review-group-prg/>

Designating a procurement for the SBR Program

Prior to designating a procurement for the SBR Program, the agency must conduct thorough market research (using multiple sources* in addition to eMMA) to assure sufficient small businesses are available

Conduct Thorough Market Research

- Utilize Google to see what small businesses in the market area provide the goods or services the agency is seeking
- If the vendor is not registered in eMMA, reach out to them and let them know about the opportunities available to them.

Conduct Thorough Market Research

Utilize other databases and resources to consider to find small businesses

Conduct Thorough Market Research

The State of Maryland [Minority Business Enterprise \(MBE\) Directory](#)

Veteran-Owned Small Business Enterprises list in eMaryland Marketplace Advantage (eMMA)

<https://procurement.maryland.gov/emma-qrgs/>

Other Databases and Resources to Consider to Find Small Businesses

SBA Dynamic Small Business Search portal

https://web.sba.gov/pro-net/search/dsp_dsbs.cfm

Public Spend Forum/GovShop

<https://www.publicspendforum.net/>

The Vets First Verification Program directory

<https://www.va.gov/osdbu/verification/>

SBR Helpdesk

Contact us:

- If you have questions or concerns about a vendor's certification
- A vendor needs assistance with certification in the SBR Program
- You want a vendor audited prior to an award

SBR Helpdesk

Contact: 410-607-9600 and ask for an
SBR Compliance Manager

Or you may email

Tanita Johnson - tanita.johnson1@maryland.gov or

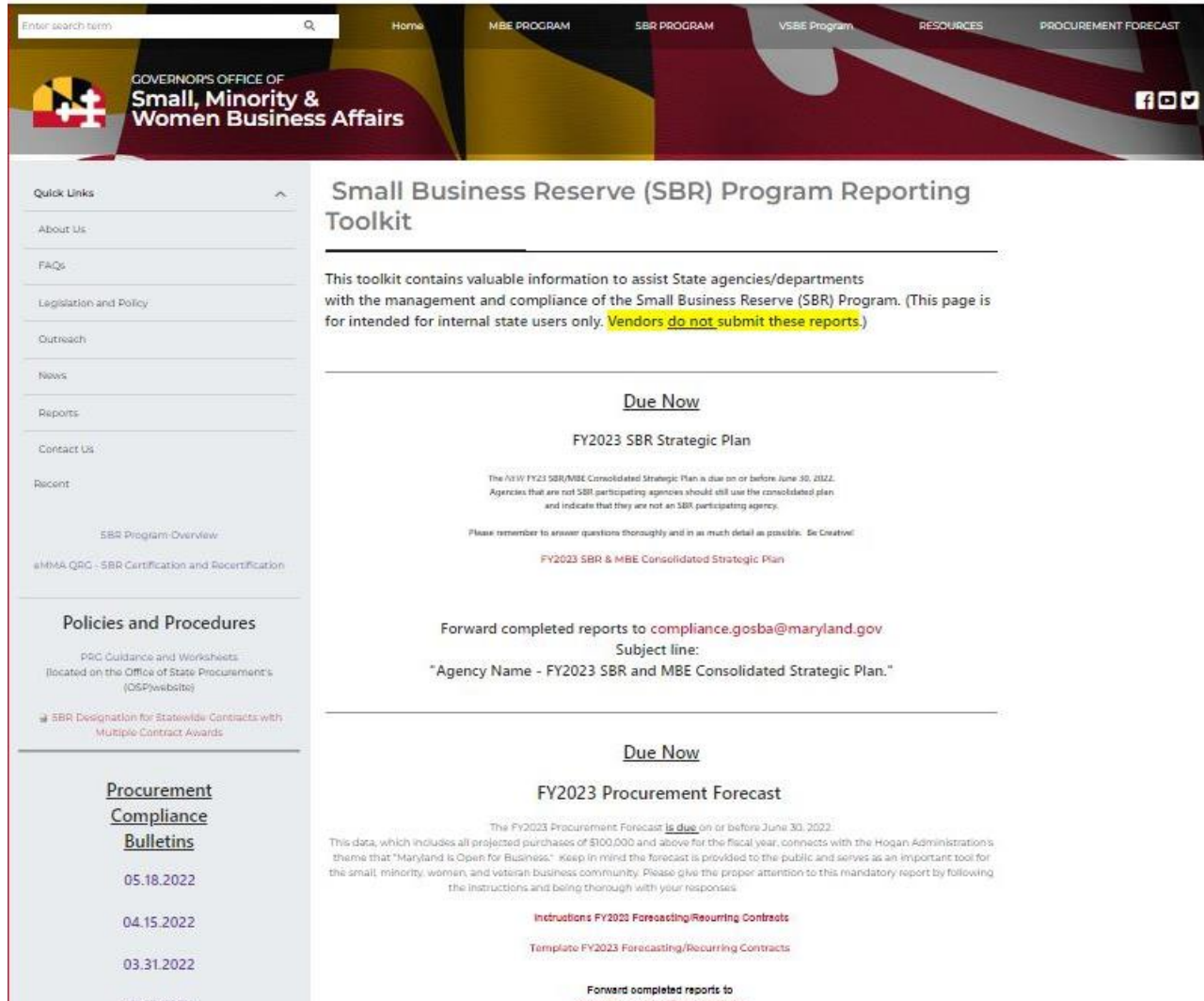
Lisa Mitchell Sennaar - lisa.sennaar@maryland.gov

Utilize our Website

<https://gomdsmallbiz.maryland.gov/Pages/default.aspx>



What's in the SBR Program Reporting Toolkit?



Enter search term

Home MBE PROGRAM SBR PROGRAM VSBE Program RESOURCES PROCUREMENT FORECAST

GOVERNOR'S OFFICE OF
Small, Minority & Women Business Affairs

Quick Links

- About Us
- FAQs
- Legislation and Policy
- Outreach
- News
- Reports
- Contact Us
- Recent

SBR Program Overview

shMBA QDC - SBR Certification and Recertification

Policies and Procedures

PRG Guidance and Worksheets
(located on the Office of State Procurement's
(OSP) website)

SBR Designation for Statewide Contracts with
Multiple Contract Awards

Small Business Reserve (SBR) Program Reporting Toolkit

This toolkit contains valuable information to assist State agencies/departments with the management and compliance of the Small Business Reserve (SBR) Program. (This page is for intended for internal state users only. **Vendors do not submit these reports.**)

Due Now

FY2023 SBR Strategic Plan

The FY23 FY23 SBR/MBE Consolidated Strategic Plan is due on or before June 30, 2022. Agencies that are not SBR participating agencies should still use the consolidated plan and indicate that they are not an SBR participating agency.

Please remember to answer questions thoroughly and in as much detail as possible. Be Creative!

FY2023 SBR & MBE Consolidated Strategic Plan

Forward completed reports to compliance.gosba@maryland.gov
Subject line:
"Agency Name - FY2023 SBR and MBE Consolidated Strategic Plan."

Due Now

FY2023 Procurement Forecast

The FY2023 Procurement Forecast is due on or before June 30, 2022.

This data, which includes all projected purchases of \$100,000 and above for the fiscal year, connects with the Hogan Administration's theme that "Maryland is Open for Business." Keep in mind the forecast is provided to the public and serves as an important tool for the small, minority, women, and veteran business community. Please give the proper attention to this mandatory report by following the instructions and being thorough with your responses.

Instructions FY2023 Forecasting/Recurring Contracts

Template FY2023 Forecasting/Recurring Contracts

Forward completed reports to compliance.gosba@maryland.gov

Procurement Compliance Bulletins

- 05.18.2022
- 04.15.2022
- 03.31.2022
- 03.17.2022

In the SBR Toolkit :

1. Updated Report Templates

2. Bulletins

The screenshot shows the 'Small Business Reserve (SBR) Program Reporting Toolkit' page. The left sidebar contains a 'Quick Links' menu with items: About Us, FAQs, Legislation and Policy, Outreach, News, Reports, Contact Us, and Recent. The 'Recent' section lists 'SBR Program Overview' and 'eMMA QRG - SBR Certification and Recertification'. Below this is a 'Policies and Procedures' section with links to 'PRC Guidance and Worksheets' and 'SBR Designation for Statewide Contracts with Multiple Contract Awards'. The 'Procurement Compliance Bulletins' section lists dates: 05.18.2022, 04.15.2022, 03.31.2022, 03.17.2022, and 02.14.2022. At the bottom of the sidebar are links for 'SBR Liaison Training Sessions' and 'SBR Liaison'. The main content area has a header 'Small Business Reserve (SBR) Program Reporting Toolkit' and a disclaimer: 'This toolkit contains valuable information to assist State agencies/departments with the management and compliance of the Small Business Reserve (SBR) Program. (This page is for intended for internal state users only. Vendors do not submit these reports.)'. The first section is 'Due Now FY2023 SBR Strategic Plan', with a note that the plan is due on or before June 30, 2022. It includes a link to 'FY2023 SBR & MBE Consolidated Strategic Plan' and instructions to forward completed reports to compliance.gosba@maryland.gov with the subject line 'Agency Name - FY2023 SBR and MBE Consolidated Strategic Plan.'. The second section is 'Due Now FY2023 Procurement Forecast', with a note that the forecast is due on or before June 30, 2022. It includes a link to 'Instructions FY2023 Forecasting/Recurring Contracts' and a link to 'Template FY2023 Forecasting/Recurring Contracts'. It also includes instructions to forward completed reports to compliance.gosba@maryland.gov and contact Lisa Mitchell Sennar at lisa.sennar@maryland.gov if there are any questions. The third section is 'Due Now FY2022 Small Business Reserve (SBR) Quarterly Report'.

For Internal Training Purposes Only

In the SBR Toolkit :

3. Quarterly Compliance Call Library

03.31.2022

03.17.2022

02.14.2022

[SBR Liaison Training Sessions](#)

SBR Liaison Training Slide Deck February 24, 2022



SBR Liaison Training Slide Deck October 13, 2021

Using eMMA to Search for and Verify Certification Status for SBRs and VSBs

[Upcoming Compliance Call June 16, 2022](#)

Call 410-697-9613 to be added to our mailing list

Missed the last call? [View our Compliance Call Library](#)

Template FY2023 Forecasting/Recurring Contracts

Forward completed reports to compliance.gosba@maryland.gov

If you have any questions, you may contact Lisa Mitchell Sennaar lisa.sennaar@maryland.gov

Due Now

FY2022 Small Business Reserve (SBR) Quarterly Report

SBR Quarterly report data is cumulative. Quarterly Reports for the first three quarters are due no later than 30 days following the quarter being reported, and should contain data from the start of the fiscal year. No 4th quarter report is due. Instead, the full fiscal year is reported in the Annual Report. Data for the Annual Report is submitted 90 days after the close of the fiscal year being reported.

[SBR Quarterly Report Instructions](#)
[SBR Quarterly Report Template](#)

Forward completed reports via email in EXCEL FORMAT to: sbrreports.gosba@maryland.gov

Contact Lisa Mitchell Sennaar, SBR Compliance Manager with questions at lisa.sennaar@maryland.gov

FY2022 Small Business Reserve (SBR) Annual Report

The SBR Annual Report must be completed and submitted by September 30, 2022. The Annual Report covers the period from July 1, 2021 to June 30, 2022. Please take time to read the SBR Annual Report Instructions and utilize the SBR Annual Report Template.

[SBR Annual Report Instructions ...coming soon](#)

[SBR Annual Report Template - New "Notes" Section on the Summary Page ...coming soon](#)

[GAD List](#)

[AGENCY Example Report](#)

REMINDERS:

1. Your report and supporting documentation must be signed by the unit head and the chief financial officer and submitted to the sbrreports.gosba@maryland.gov email box.

Procurement Forecast

Each procurement unit shall, based upon the approved budget and other applicable factors, annually prepare a fiscal year procurement expenditure forecast within 60 days after enactment of the annual budget bill by the General Assembly

SBR Reporting Toolkit

Procurement Forecast

This data, which includes all projected purchases of \$100,000 and above for the fiscal year, connects with the Hogan Administration's theme that "Maryland is Open for Business." Keep in mind the forecast is provided to the public and serves as an important tool for the small, minority, women, and veteran business community

[SBR Reporting Toolkit](#)

Procurement Forecast

An agency only needs to turn in one Procurement Forecast that includes all projected purchases inclusive of SBR Designated procurements, and contracts that may contain MBE and VSBE goals

[SBR Reporting Toolkit](#)

Procurement Forecast Portal

<https://gomdsmallbiz.maryland.gov/Pages/Forecasting.aspx>

Maryland.gov State Directory State Agencies Online Services

GOVERNOR'S OFFICE OF
Small, Minority & Women Business Affairs

Enter search term

HOME MBE PROGRAM SBR PROGRAM VSBE PROGRAM RESOURCES PROCUREMENT

Links

- about Us
- Business Development
- Legislation and Policy
- Research
- Resources
- Small Business
- Training
- Contact Us

Procurement Forecast Portal

Welcome to Maryland's Procurement Forecast Portal for Fiscal Year 2021.

This database is populated with projected purchases of \$100,000 and above for the current fiscal year. Not all projected purchases will be made as indicated in the Procurement Forecast.

We strongly advise you to connect with the buyer directly for details and updates.

To obtain the contact information of the buyer, download your search results by clicking on "EXPORT TO EXCEL" below.

Search - Description Search

All items checked

Search by Procurement Categories Search by Region

Search by Contract Value Q3 (Jan.-March 2021)

Agency Name:	Environmental Services
Procurement Category:	Supplies and Equipment
Procurement Method:	Intergovernmental Cooperative Purchasing Agreement
Description:	3/4 ton 4X4 crew cab Pickup
Location/Delivery:	CENTRAL MARYLAND
Estimated Advertisement Date:	Q3 (Jan.-March 2021)
Estimated Total Contract Award (no options):	\$15,000 to \$99,000
Term of Contract:	

Agency Name:	Environmental Services
Procurement Category:	Supplies and Equipment
Procurement Method:	Intergovernmental Cooperative Purchasing Agreement
Description:	J D 844K Front End Loader
Location/Delivery:	CENTRAL MARYLAND
Estimated Advertisement Date:	Q3 (Jan.-March 2021)
Estimated Total Contract Award (no options):	\$100,000 to \$500,000
Term of Contract:	

Agency Name:	Environmental Services
Procurement Category:	Supplies and Equipment
Procurement Method:	Intergovernmental Cooperative Purchasing Agreement

The **NEW** SBR/MBE Consolidated Strategic Plan

To streamline the reporting process, the SBR and MBE Strategic Plans have been consolidated into one report. What this means is that now each agency will only turn in one strategic plan document. This is like the Procurement Forecast process.

<https://gomdsmallbiz.maryland.gov/Pages/Reporting-Tool-SBR.aspx>

The **NEW** FY2023 SBR/MBE Consolidated Strategic Plan

The focus and objective of the SBR Program is to have units designate the maximum number of SBR “Only” prime contracting opportunities.

The SBR Strategic Plan

The SBR Strategic Plan should help to map out how your agency will get to at least 15% of its eligible spend designated as SBR “Only”

The **NEW** SBR/MBE Consolidated Strategic Plan

Your agency's FY2023 SBR/MBE Consolidated Strategic Plan is due on or before June 30th.

SBR Quarterly Reporting

NO 4th Quarter Report is due – prepare for the FY22 Annual Report

The Quarterly Report is due no later than 30 days following the quarter being reported and should contain data from the start of the fiscal year

[SBR Reporting Toolkit](#)

<https://gomdsmallbiz.maryland.gov/Pages/Reporting-Tool-SBR.aspx>

SBR Annual Reporting

The Annual Report is due within 90 days after the end of each fiscal year, in a format determined by the Governor's Office of Small, Minority & Women Business Affairs

Signatures are required on the Annual Report

[SBR Reporting Toolkit](#)

REPORTING DEADLINES

Due Date	Report	Submission	Authority	Frequency
As Issued	MBE Waiver Determinations	compliance.gosba@maryland.gov	COMAR 21.11.03.11	As Issued
10/31	SBR 1st Quarter Report (July 1 – Sept 30 data)	sbrreports.gosba@maryland.gov	COMAR 21.13.01.03A; Advisory 2009-03	Quarterly
10/31	MBE 1 st Quarter Report of cumulative data (July 1 – Sept 30 data) (monthly submissions of cumulative data are optional)	mbereports.gosba@maryland.gov	COMAR 21.11.03.17	Quarterly
01/31	SBR 2nd Quarter Report (Jul 1 – Dec 31 data)	sbrreports.gosba@maryland.gov	COMAR 21.13.01.03A; Advisory 2009-03	Quarterly
01/31	MBE 2 nd Quarter Report of cumulative data (July 1 – Dec 31 data)(monthly submissions of cumulative data are optional)	mbereports.gosba@maryland.gov	COMAR 21.11.03.17	Quarterly
04/30	SBR 3rd Quarter Report (Jul 1 – Mar 31 data)	sbrreports.gosba@maryland.gov	COMAR 21.13.01.03A; Advisory 2009-03	Quarterly
04/30	MBE 3 rd Quarter Report of cumulative data (July 1 – Mar 31 data) (monthly submissions of cumulative data are optional)	mbereports.gosba@maryland.gov	COMAR 21.11.03.17	Quarterly
06/30	FY23 Procurement Forecast Template	compliance.gosba@maryland.gov	COMAR 21.11.03.17	Annual
07/31 Submit Annual Report instead on 09/30	No SBR 4 th Quarter Report is due, instead turn in the Annual Report no later than 9/30	sbrreports.gosba@maryland.gov	COMAR 21.13.01.03A; Advisory 2009-03	Quarterly
07/31 Submit Annual Report instead on 09/30	No MBE 4 th Quarter Report is due, instead turn in the Annual Report no later than 9/30	mbereports.gosba@maryland.gov	COMAR 21.11.03.17	Quarterly
07/31	MBE Waivers Report (Annual)	Sent to BPW with copy to compliance.gosba@maryland.gov	COMAR 21.11.03.17 (3)	Annual
06/30	FY23 SBR & MBE Consolidated Strategic Plan	compliance.gosba@maryland.gov	COMAR 21.11.03.08; COMAR 21.13.01.03B(3); SF&P 14-505(a) Advisory 2005-1 COMAR 21.11.03.17	Annual
09/30	MBE FY22 Annual Report cumulative data July 1 – June 30	mbereports.gosba@maryland.gov	COMAR 21.11.03.17	Annual
09/30	SBR FY22 Annual Report cumulative data July 1 – June 30	sbrreports.gosba@maryland.gov	SF&P 14-505; COMAR 21.13.01.03B	Annual
10/1	Veteran-Owned Small Business (VSBE)	vsbereports.gosba@maryland.gov	COMAR 21.11.13.09	Annual
Due within 60 days of the enactment of the Budget	Preferred Provider next FY Forecast	DUE TO DGS NOT GOSBA	SFP 14-110	Annual
09/30	Preferred Provider Annual Report	DUE TO DGS NOT GOSBA	SFP 14-110	Annual

GOSBA MAILBOXES For SBR Submissions

sbrwaiver.gosba@maryland.gov

Submit all SBR exemptions and waivers covered under SBR Executive Order 01.01.2021.01

sbrreports.gosba@maryland.gov

Submit all SBR Program reports here (SBR Quarterly and Annual Reports)

compliance.gosba@maryland.gov

Submit all other required Reports here (Procurement Forecasts, SBR/MBE Consolidated Strategic Plans, Bi-Monthly Compliance Call questions)



Upcoming Training/Events

June 16 – **Quarterly Compliance Call** (10 am – 12 noon)
contact lisa.sennaar@maryland.gov to be added

June 23 – **MBE Liaison Training (Virtual)** (9 am – 12noon)
contact nichelle.johnson1@maryland.gov

July 14 – **VSBE Liaison Training (Virtual)** (9 - 11:30 am)
contact danielle.davis2@maryland.gov

July 21 – **Senior Procurement Advisory Group (SPAG)** (9am – 12noon)
Contact the Department of General Services Office of State Procurement (OSP) to get added to the list



<https://gomdsmallbiz.maryland.gov/Pages/default.aspx>

If you have any questions about today's presentation

Contact:

Lisa Mitchell Sennaar

lisa.sennaar@maryland.gov

410-508-8089

THANK YOU

**Follow this link to a short survey about today's
SBR Liaison Training.**

<https://www.surveymonkey.com/r/5NFB69V>

Please complete it. We need your feedback.

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