



Using eMaryland Marketplace Advantage (eMMA) to Search for and Verify Certification Status for SBRs and VSBEs

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(GOSBA)**



How to use eMaryland Marketplace Advantage (**eMMA**) to search for and verify Small Business Reserve (**SBR**) and Veteran-owned Small Business Enterprise (**VSBE**) firms' Certification Status during the Procurement Review Group (**PRG**) Process

These are two ways to search for SBR and VSBE certified vendors using eMMA during the PRG process

1. Internal vendor search while logged into eMMA
2. External “Public Vendor Search” (not logged into eMMA)

When searching for and verifying
certification status of SBRs

Ways to identify valid and invalid SBR Certifications :

- SBR Certifications must be renewed annually
- The SBR Certification number must begin with SB
- The SB must be followed by the two-digit year
- The two-digit year is followed by a dash and five or six numbers
- An SBR Certification number must also have an expiration date

Examples of valid SBR Certifications:

two-digit year is followed by a dash
and five or six numbers

numbers begin with SB

→ **SB20-010119**

expiration date:

8/15/2021

SB20-007158

expiration date:

3/2/2021

↑
SB followed by the two-digit year

↑
Valid SBR Certification numbers must
also have an expiration date

Examples of invalid SBR Certifications:

SB12-27592 - Does not have an expiration date

sb1228576 - Does not have a dash after the SB and two-digit year
- Does not have an expiration date

Go to eMaryland Marketplace Advantage eMMA's homepage

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



Quick Links

- > Home
- > Login and Register for eMaryland Marketplace Advantage (eMMA)
- > State of Maryland Procurement Mission
- > Small Business Reserve Program



Maryland Department of Health – Coronavirus Disease 2019 (COVID-19) Information

A message from the Chief Procurement Officer Robert Gleason pertaining to operations at the Office of State Procurement in reference to COVID-19

Please refer to the [contact list](#) to reach specific units and employees within DGS OSP. Emailed inquiries will receive a more prompt response than phone calls.

COVID-19 Notice to Suppliers:

Internal eMMA Search while logged in as administrator and procurement officer

1. After logging into eMMA as administrator or procurement officer
2. Go to the Vendors tab on the menu
3. Select the Vendor Search option at the bottom of the drop-down menu

The screenshot shows the eMMA website interface. At the top, there is a navigation bar with the eMMA logo and several tabs: Vendors, Sourcing, Contracts, Analytics, and Admin. The 'Vendors' tab is highlighted with a red box, and a red arrow points to it from the left. Below the navigation bar, a search bar is visible with the text 'Search' and a magnifying glass icon. The main content area displays a table of vendor records. The table has columns for vendor name, address, state, zip code, contact name, and other details. A red arrow points to the 'Vendor Search' option at the bottom of the 'Vendors' dropdown menu. The table contains the following data:

Vendor Name	Address	State	Zip	Contact	Other
ATLANTIC MACHINERY, INC.	Silver Spring	M		rela	SB12-30298, 6/25/2021, www.atlanticmachineryinc.com
Atrium Construction, LLC	KING GEORGE	V		Green	5402950004, SB20-006532, 2/5/2021, https://atriumconstructionllc.godaddysites.com/
Awkward Contracting llc	Germantown	M		d	2407026972, SB20-007007, 2/24/2021
Beauchamp Brothers Const	EDEN	M		mp	SB20-010328, 8/28/2021
Beuchert Excavating, Inc.	Newburg	MD	20664	Diane Beuchert	SB20-009580, 7/20/2021
Bisonte Industrial USA LLC	Towson	MD	21286	Andres Gonzalez	SB19-005051, 11/3/2020, bisonte.us
Bry's Lawn Care and Landscaping LLC	benison	MD	21018	Jeffrey Gaeta	SB19-004717, 10/15/2020
Carroll Contracting Solutions, LLC	Baltimore	MD	21230	Dayton Carroll	SB20-006786, 2/15/2021, MDVA2020-064
Cedar Lane LLC	Davidsonville	MD	21035	Amanda Thompson	SB12-27592, http://cedarlaneexcavation.com/
Champion Group	Upper Marlboro	MD	20773	Lamar Jackson	SB20-007443, 3/16/2021, www.ChampionGroupLLC.com

At the bottom of the page, there is a footer with the text: [Page] [Missing texts] [Update texts] [\$] [V] [Site map] [Legal mentions] eMaryland Marketplace Advantage (eMMA) v1.2 ©

1. Select UNSPSC (Commodities)

2. Filter for SBR vendors

3. Click the search button

The screenshot shows the eMMA Vendor Search interface. At the top, there are navigation tabs: Vendors, Sourcing, Contracts, Analytics, and Admin. The user is logged in as Lisa S. The main search area is titled "Vendor Search" and includes a search bar and several filter fields. The "Commodities" field is highlighted with a red box and contains three items: "22000000 - Building and Construction Machinery and Accessories", "22100000 - Heavy construction machinery and equipment", and "22101500 - Earth moving machinery". The "SBR Vendor" checkbox is checked and also highlighted with a red box. A red arrow points to the "Search" button. Below the filters, a summary bar shows the active filters: Commodities, Country: UNITED STATES, and SBR. The results table below lists several vendors with their details.

eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	VSBE Vendor	VSBE Certification #	Expiration Date	Web Site
SUP025412	ABM PROPERTY SERVICES LLC	Salisbury	MD	21801	Ann Morris	4105230442	<input checked="" type="checkbox"/>	SB20-008586	5/27/2021	<input type="checkbox"/>			
SUP003477	Absolute Supply and Services, LLC	Lusby	MD	20657	Paula Tilghman	3014564927	<input checked="" type="checkbox"/>	SB19-005622	12/8/2020	<input type="checkbox"/>			WWW.Absolute-sas.c
SUP021198	Advantage Landscape & Construction	Hagerstown	MD	21740	Beverly Haymes		<input checked="" type="checkbox"/>	SB20-006368	1/29/2021	<input type="checkbox"/>			
SUP003820	Aileron Consulting LLC	Baltimore	VA	21230	Senthil Ramiah		<input checked="" type="checkbox"/>	SB20-008696	6/3/2021	<input type="checkbox"/>			http://www.aileronco



Vendor Search

Search

ATLANTIC MACHINERY, INC.	Silver Spring	MD	20910	Mary Varela		<input checked="" type="checkbox"/>	SB12-30298	6/25/2021	<input type="checkbox"/>	www.atlanticmachineryinc.com
Atrium Construction, LC	KING GEORGE	VA	22485	Martha Green	5402950004	<input checked="" type="checkbox"/>	SB20-006532	2/5/2021	<input type="checkbox"/>	https://atriumconstructionllc.godaddysites.com/
Awkward Contracting llc	Germantown	MD	20874	Nicholas Awkward	2407026972	<input checked="" type="checkbox"/>	SB20-007007	2/24/2021	<input type="checkbox"/>	
Beauchamp Brothers Const	EDEN	MD	21822	Susan Beauchamp		<input checked="" type="checkbox"/>	SB20-010328	8/28/2021	<input type="checkbox"/>	
Beuchert Excavating, Inc.	Newburg	MD	20664	Diane Beuchert		<input checked="" type="checkbox"/>	SB20-009580	7/20/2021	<input type="checkbox"/>	
Bisonte Industrial USA LC	Towson	MD	21286	Andres Gonzalez		<input checked="" type="checkbox"/>	SB19-005051	11/3/2020	<input type="checkbox"/>	bisonte.us
Bry's Lawn Care and Landscaping LC	benson	MD	21018	Jeffrey Gaeta		<input checked="" type="checkbox"/>	SB19-004717	10/15/2020	<input type="checkbox"/>	
Carroll Contracting Solutions, LLC	Baltimore	MD	21230	Dayton Carroll		<input checked="" type="checkbox"/>	SB20-006786	2/15/2021	<input checked="" type="checkbox"/>	MDVA2020-064
Cedar Lane LLC	Davidsonville	MD	21035	Amanda Thompson		<input checked="" type="checkbox"/>	SB12-27592		<input type="checkbox"/>	http://cedarlaneexcavation.com/
Champion Group	Upper Marlboro	MD	20773	Lamar Jackson		<input checked="" type="checkbox"/>	SB20-007443	3/16/2021	<input type="checkbox"/>	www.ChampionGroupLLC.com

4 5 > 68 Result(s)



Click the icon at the bottom right corner of the page to export search results to Excel Spreadsheet


In viewing the Excel Spreadsheet of exported SBR vendor results, notice the missing expiration date for the vendor with SB12-27592

B	C	D	E	F	G	H	I	J	
Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	Web Site
RTY SERVICES LLC	Salisbury	MD	21801	Ann Morris	4105230442	True	SB20-008586	5/27/2021	
ply and Services, LLC	Lusby	MD	20657	Paula Tilghman	3014564927	True	SB19-005622	12/8/2020	WWW.Absol
andscape & Construction	Hagerstown	MD	21740	Beverly Haymes		True	SB20-006368	1/29/2021	
lting LLC	Baltimore	VA	21230	Senthil Ramiah		True	SB20-008696	6/3/2021	http://www.ai
INC	MENTOR	OH	44060	ANGEL MILLER	4402579010	True	SB20-005504	12/1/2020	
ACHINERY, INC.	Silver Spring	MD	20910	Mary Varela		True	SB12-30298	6/25/2021	www.atlantici
uction, LLC	KING GEORGE	VA	22485	Martha Green	5402950004	True	SB20-006532	2/5/2021	https://atrium
tracting llc	Germantown	MD	20874	Nicholas Awkward	2407026972	True	SB20-007007	2/24/2021	
rothers Const	EDEN	MD	21822	Susan Beauchamp		True	SB20-010328	8/28/2021	
avating, Inc.	Newburg	MD	20664	Diane Beuchert		True	SB20-009580	7/20/2021	
trial USA LLC	Towson	MD	21286	Andres Gonzalez		True	SB19-005051	11/3/2020	bisonte.us
are and Landscaping LLC	benson	MD	21018	Jeffrey Gaeta		True	SB19-004717	10/15/2020	
cting Solutions, LLC	Baltimore	MD	21230	Dayton Carroll		True	SB20-006786	2/15/2021	
.C	Davidsonville	MD	21035	Amanda Thompson		True	SB12-27592		http://cedarla
oup	Upper Marlboro	MD	20773	Lamar Jackson		True	SB20-007443	3/16/2021	www.Champi
	Upper Marlboro	MD	20774	Andrew Dantos	3012187779	True	SB19-005335	11/18/2020	www.dirtplus.
Construction LLC	welcome	MD	20693	jomekia dunnington	3015394234	True	SB20-007152	2/27/2021	Charles
oment Corp.	elkridge	MD	21075	Keith Walker		True	SB20-006497	2/4/2021	

An eMMA “Public Vendor Search” can also be used to look for SBRs during the PRG process

Use eMMA's Quick Reference Guide (QRG)

procurement.maryland.gov



View the Procurement Reform Report

How to Submit Requisitions to OSP

DGS OSP Agency Delegation

DGS OSP & BPW Approval Authority Chart

Solicitation Attachments & Appendices

Maryland Procurement Manual

business tool to provide vendors with easy access to State procurement information. Vendors have the ability to:

- Complete the Small Business Reserve (SBR) self-certification
- Receive notice of bid opportunities
- Search for contracting opportunities
- Submit bids electronically
- Obtain bid results online

State of Maryland has been made aware of a new phishing scam that targets the community of vendors doing business with the State of Maryland. Please do not engage or reply to the messages.


Please go to <http://dgs.maryland.gov/Pages/Procurement/message.aspx> for more information about this fraudulent email.

For more information about eMaryland Marketplace Advantage (eMMA), review the [Frequently Asked Questions](#). (Refer to the website frequently for updated versions.)

← To register or login to eMaryland Marketplace Advantage (eMMA), use the links to the left.

eMMA USER ASSISTANCE

eMMA Quick Reference Guides (QRGs) (Refer to the website frequently for updated versions.)



Larry Hogan
Governor

eMMA Quick Reference Guides



Refer back to this web page frequently for updated versions.

Quick Reference Guides

NOTE: QRGs may not display properly unless opened in Adobe Reader. Please download the QRG from the links below and open it using Adobe Reader.

Scroll down to the “Buyer QRGs”

Buyer QRGs

**1 - eMMA QRG General
Navigation in eMMA**

**2a - eMMA QRG Creating Large
Procurement IFB Sourcing
Solicitations**

2b - eMMA QRG Creating Large

**16 - eMMA QRG -
Public Vendor Search for Buyers**



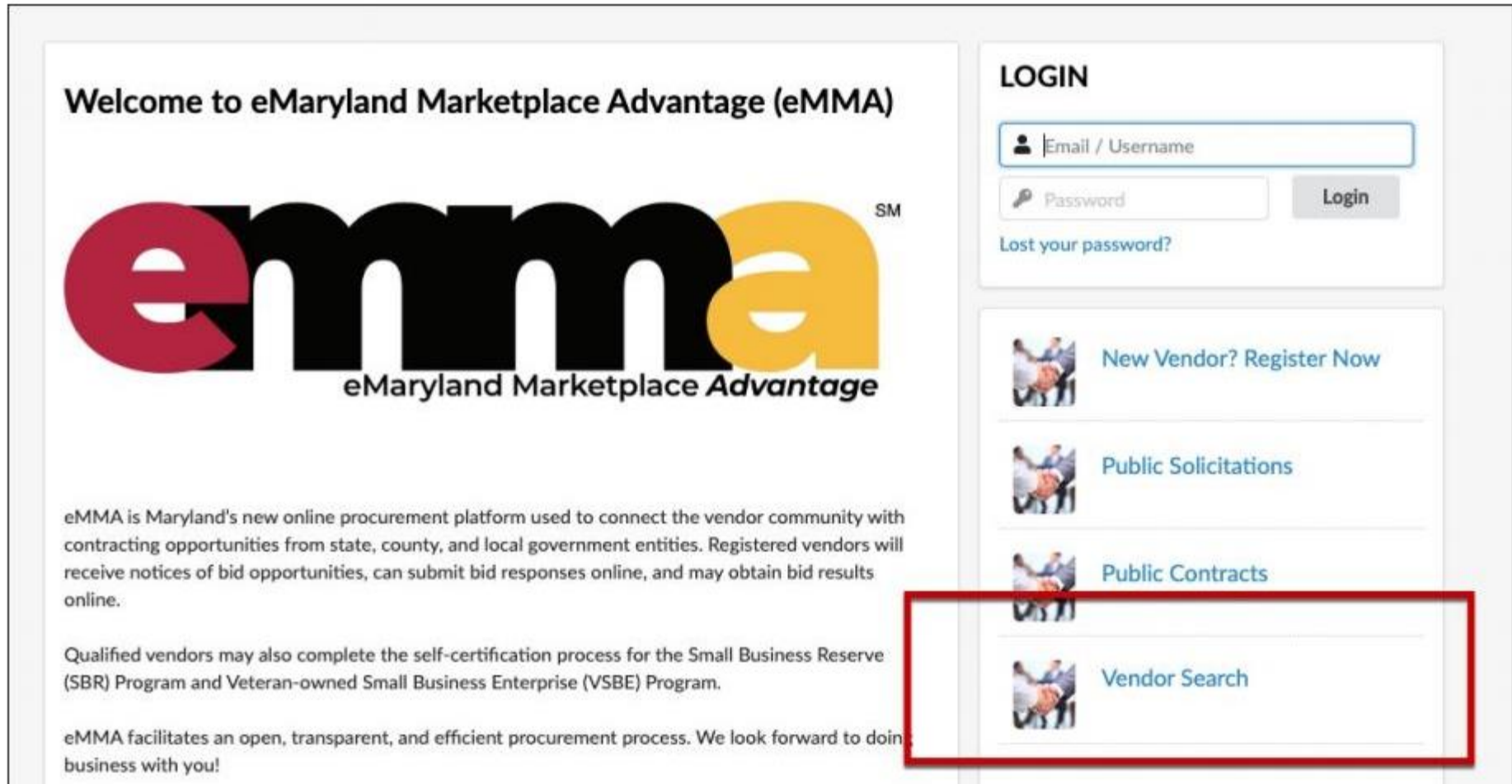
Public Vendor Search

eMMA Quick Reference Guide

OVERVIEW

This Quick Reference Guide (QRG) is designed to help you understand how to use the Public Vendor Search. This functionality allows for a public search of vendors currently registered in eMMA. This search will also filter on VSBE and SBR vendors. You do not need to be logged into eMMA, or even have registered in eMMA to view the information on this page.

1. Access the eMMA portal. (For best results, access eMMA via Google Chrome.)
2. Click Vendor Search on the right side of the screen.



Welcome to eMaryland Marketplace Advantage (eMMA)

emmaSM
eMaryland Marketplace *Advantage*

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!


LOGIN


Email / Username


Password


Login

[Lost your password?](#)

 [New Vendor? Register Now](#)

 [Public Solicitations](#)

 [Public Contracts](#)

 [Vendor Search](#)



Public Vendor Search

eMMA Quick Reference Guide

PROCESS - FILTERS

- Fill out the search fields to filter on vendors based on your needs. You can search Vendor Name, Commodities, Areas Served, Country, and State.
- You can search VSBE and SBR vendors specifically by checking the appropriate boxes.
- Please note that the page will automatically default to vendors in the United States, and the State fields will populate accordingly.
- When you have filled out all fields, click "Search" to show results. Results cannot be saved, exported, or downloaded.

The screenshot shows the search interface with the following elements:

- Search Fields:** Vendor Name, Commodities, Areas Served, Country (UNITED STATES), and State.
- Buttons:** Search, Reset.
- Certification Options:** VSBE Vendor, SBR Vendor.
- Filters:** Country: UNITED STATES.

Annotations:

- A red box highlights the search fields (Vendor Name, Commodities, Areas Served, Country, State). An arrow points to this box with the text: "A number of various search fields allow you to filter which vendors, commodities, or areas you are looking for. The Vendor Name search field is an open search for vendor name".
- An arrow points to the certification checkboxes with the text: "Click on the appropriate certification to filter on VSBE or SBR vendors".
- An arrow points to the Country filter with the text: "Please note - United States is automatically populated. Changing the Country gives you the appropriate options under State".

eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	VSBE Vendor	VSBE Certification #	Web Site
SUP003479	1 Prime Source, LLC	Oxon Hill	MD	20745	Alexander MATTHEWS		<input checked="" type="checkbox"/>	SB12-35914	10/16/2019	<input type="checkbox"/>		
EM0002492	QUID Productions	Red Tobacco	MD	20677	Leah Matthews B.		<input checked="" type="checkbox"/>	SB12-36880	1/2/2020	<input type="checkbox"/>		www.quid.com

PROCESS - EXAMPLE

7. An example to search for SBR Vendors who have "Building and Construction" as a commodity would be:
- Choose Building and Construction under Commodities
 - Check the SBR box to filter on SBR certified vendors
 - Click Search to show results

The screenshot shows the eMMA search interface with the following filters and results:

Search Filters:

- Commodities: 22000000 - Building and Construction Machinery and Accessories, 22100000 - Heavy construction machinery and equipment, 22101500 - Earth moving machinery
- Country: UNITED STATES
- VSBE Vendor: VSBE Vendor, SBR Vendor

Search Results:

eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	VSBE Vendor	VSBE Certification #	Web Site
SUP000001	3M	Maplewood	AK	55144	Adrian Moriano		<input checked="" type="checkbox"/>	SBR19-000174	7/17/2020	<input checked="" type="checkbox"/>	VSBE123	www.3m.com
SUP003490	Callback test	Bay Village	OH	44140	Bruce Waybe		<input checked="" type="checkbox"/>	SB18-12980	7/31/2019	<input type="checkbox"/>		www.test.com
SUP003431	DBA 4	asdads	AL	asdads	jeff mullen		<input checked="" type="checkbox"/>	SBR-123	7/17/2020	<input checked="" type="checkbox"/>	V-123	www.reg4
SUP003493	EXISTING SBR DBA	test 123	MD	32433	James SBR		<input checked="" type="checkbox"/>	SB29-23909		<input type="checkbox"/>		test.com

4 Result(s)

A helpful workaround, since you cannot export or save “Public Vendor Search” results is to highlight all the fields and copy and paste them into an Excel Spreadsheet

eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	VSBE Vendor	VSBE Certification #	Expiration Date	Web Site
SUP015652	RollingDoors LLC	Maryland Line	MD	21105	Brandon Hill		✓	SB20-007271	3/5/2021	<input type="checkbox"/>			www.ro
SUP010055	Service All inc	Bowie	MD	20721	Joshua Nwaokeocha	3017722900	✓	SB12-30019	8/7/2021	<input type="checkbox"/>			www.se
SUP020475	Simeon Says Contracting Services	Upper Marlboro	MD	20774	Simeon Miller		✓	SB20-005976	1/5/2021	<input type="checkbox"/>			www.sir
SUP019922	SLY, LLC.	Upper Marlboro	MD	20772	LaVeeta Moten		✓	SB20-006140	1/13/2021	<input type="checkbox"/>			
SUP020172	Speigle & Sons Contracting, Inc.	Savage	MD	20763	Jason Speigle		✓	SB20-009502	7/15/2021	<input type="checkbox"/>			
SUP015672	St. Mary's Roofing and Home Improve	Hollywood	MD	20636	Mike Granger		✓	SB20-006008	1/6/2021	<input type="checkbox"/>			St. Mary Improve
SUP016261	STERLING, LLC	Mount Rainier	MD	20712	Susan Webster	(202)369-1634	✓	SB19-004442	9/29/2020	<input type="checkbox"/>			
SUP012947	SUPERIOR FENCE & DECK LLC	RIVERDALE	MD	20737	Jose Osorio		✓	SB19-005457	11/25/2020	<input type="checkbox"/>			
SUP020333	Sweitzer Contracting	Preston		21655	William Sweitzer		✓	SB19-005830	12/25/2020	<input type="checkbox"/>			

Paste the data into an Excel Spreadsheet and delete the VSBE Certification number and VSBE expiration date columns. The result will be a list of SBRs filtered by UNSPSC's

	A	B	C	D	E	F	G	H	I	J	
1	Vendor Search		SBR Vendor Search								
2	eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	Web Site
3	SUP025412	ABM PROPERTY SERVICES LLC	Salisbury	MD	21801	Ann Morris	4105230442	SBR Vendor	SB20-008586	5/27/2021	
4	SUP003477	Absolute Supply and Services, LLC	Lusby	MD	20657	Paula Tilghman	3014564927	SBR Vendor	SB19-005622	12/8/2020	WWW.Absolute-s
5	SUP021198	Advantage Landscape & Construction	Hagerstown	MD	21740	Beverly Haymes		SBR Vendor	SB20-006368	1/29/2021	
6	SUP003820	Aileron Consulting LLC	Baltimore	VA	21230	Senthil Ramiah		SBR Vendor	SB20-008696	6/3/2021	http://www.ailero
7	SUP016437	AMERISOCHI INC	MENTOR	OH	44060	ANGEL MILLER	4402579010	SBR Vendor	SB20-005504	12/1/2020	
8	SUP012559	ATLANTIC MACHINERY, INC.	Silver Spring	MD	20910	Mary Varela		SBR Vendor	SB12-30298	6/25/2021	www.atlanticmac
9	SUP021399	Atrium Construction, LLC	KING GEORGE	VA	22485	Martha Green	5402950004	SBR Vendor	SB20-006532	2/5/2021	https://atriumcon
10	SUP015839	Awkward Contracting llc	Germantown	MD	20874	Nicholas Awkward	2407026972	SBR Vendor	SB20-007007	2/24/2021	
11	SUP016848	Beauchamp Brothers Const	EDEN	MD	21822	Susan Beauchamp		SBR Vendor	SB20-010328	8/28/2021	
12	SUP015196	Beuchert Excavating, Inc.	Newburg	MD	20664	Diane Beuchert		SBR Vendor	SB20-009580	7/20/2021	
13	SUP018244	Bisonte Industrial USA LLC	Towson	MD	21286	Andres Gonzalez		SBR Vendor	SB19-005051	11/3/2020	bisonte.us
14	SUP021726	Carroll Contracting Solutions, LLC	Baltimore	MD	21230	Dayton Carroll		SBR Vendor	SB20-006786	2/15/2021	
15	SUP017112	Cedar Lane LLC	Davidsonville	MD	21035	Amanda Thompson		SBR Vendor	SB12-27592		http://cedarlanee
16	SUP022142	Champion Group	Upper Marlboro	MD	20773	Lamar Jackson		SBR Vendor	SB20-007443	3/16/2021	www.ChampionG
17	SUP019560	Detailz Construction Corp	Baltimore	MD	21224	ILAN GOLDBERG	410.220.6682	SBR Vendor	SB19-005298	11/17/2020	detailzcorp.com
18	SUP015366	Dirt Plus, Inc.	Upper Marlboro	MD	20774	Andrew Dantos	3012187779	SBR Vendor	SB19-005335	11/18/2020	www.dirtplus.biz
19	SUP022118	Dream Work Construction LLC	welcome	MD	20693	jomekia dunnington	3015394234	SBR Vendor	SB20-007152	2/27/2021	Charles
20	SUP021363	Dynasty Equipment Corp.	elkridge	MD	21075	Keith Walker		SBR Vendor	SB20-006497	2/4/2021	
21	SUP008893	E&R Services Inc	LANHAM	MD	20706	Emilio Rodriguez	301-805-1731	SBR Vendor	SB20-006543	2/5/2021	www.erservicesin
22	SUP007615	East Coast Excavating & Landscaping, LLC	Preston	MD	21655	Mary Brown	410-820-4255	SBR Vendor	SB20-008291	5/6/2021	

PROCESS – FINDING ADDITIONAL VENDOR INFORMATION

8. The search results yield basic vendor contact information based on your search. If you need more information on a vendor:

- Log into eMMA
- Go to “Browse Vendors”
- Paste vendor name into keyword search
- From there, you will find links to more information on that vendor

Please note: the screen shot below is after you have logged into eMMA. You may search for a vendor by name to get more information about them

The screenshot shows the eMMA Vendors page. At the top, there is a navigation bar with 'Vendors', 'Sourcing', 'Contracts', 'Analytics', and 'Admin'. On the right, there are icons for 'Accessibility', a notification bell, and a user profile for 'Lisa S.'. Below the navigation bar, there is a search bar and a 'Browse Vendors' section. The search bar contains the text 'Cedar Lane, LLC'. To the right of the search bar are buttons for 'Search' and 'Reset'. Below the search bar, there are filters for 'Level' (set to 'Entity'), 'Status', 'Type', and 'Responsible'. On the left side, there are checkboxes for 'Pending Change Requests', 'Grouped orders', and 'Parent Supplier'. At the bottom, there is a 'Procurement Programs' section with a checkbox for 'SBR Vendor'. The main content area shows a table of vendors with columns for 'Code', 'Company Name', 'Legal Name', 'Parent Company', 'Level', 'Web site', 'Status', 'SBR Certification #', and 'VSBE Certification #'. The first row in the table is highlighted with a red box and has a red arrow pointing to it from the search bar. The 'Search' button is also highlighted with a red box and has a red arrow pointing to it from the top right.

Code	Company Name	Legal Name	Parent Company	Level	Web site	Status	SBR Certification #	VSBE Certification #
SUP017112	Cedar Lane LLC	Cedar Lane LLC		Entity / Group	http://cedarlaneexcavation.com/	Registered	SB12-27592	
SUP020657	CEDAR CARE, LLC	CEDAR CARE, LLC		Entity / Group		Registered	SB20-006176	
SUP019340	Hamilton Lane Advisors, L.L.C.	Hamilton Lane Advisors, L.L.C.		Entity / Group	https://www.hamiltonlane.com	Registered		
SUP020147	Learning Lane	Learning Lane LLC		Entity / Group	www.learninglanellc@gmail.com	Registered	SB20-006111	
SUP018498	Brook Lane Behavioral Health	Brook Lane Behavioral Health		Entity / Group	brooklane.org	Registered		
SUP011458	Brook Lane Health	Brook Lane Health		Entity / Group	brooklane.org	Registered		

Notice, there are no SBR effective or expiration dates and there are “Missing Mandatory Credentials/Documents”

The screenshot shows a vendor profile for 'SUP017112 - Cedar Lane LLC (Registered)'. The page includes a navigation sidebar on the left with options like 'Supplier Overview', 'Company Information', 'Contacts', 'Credentials', 'Qualifications', 'Activity', and 'Workflow'. The main content area is titled 'Procurement Programs' and contains sections for 'State Programs' and 'Federal Programs'. In the 'State Programs' section, the 'Existing SBR Vendor?' field is set to 'Yes' with a certification number 'SB12-27592'. The 'SBR Effective Date' and 'SBR Expiration Date' fields are empty, highlighted with a red box and red arrows pointing to them. The 'SBR Application Status' field is also empty. Below this, the 'Existing VSBE Vendor?' field is 'No', and the 'Existing MBE Vendor?' field is 'No'. In the 'Federal Programs' section, the 'Existing DBE Vendor?' field is 'No' and the 'Existing SBE Vendor?' field is 'Yes' with a certification number 'SB12-27592'. On the right side, an 'Alerts / Messages' panel displays a yellow warning box with a red border and a red arrow pointing to it, containing the text 'Missing Mandatory Credentials/Documents'. At the bottom right, there is a 'Contact' dropdown menu and an 'Add a Message...' input field.

Vendor: SUP017112 - Cedar Lane LLC (Registered)

Save & Close Save Start On-Boarding Create RFI

Supplier Overview Company Information Contacts Credentials Qualifications Activity Workflow

Procurement Programs

State Programs

Existing SBR Vendor?	SBR Certification #	SBR Effective Date	SBR Expiration Date	SBR Application Status
Yes	SB12-27592			

Existing VSBE Vendor? Apply for the VSBE Program? VSBE Certification # VSBE Application Status

No	No			<input type="checkbox"/> VSBE Vendor
----	----	--	--	--------------------------------------

Existing MBE Vendor MBE Certification # MBE Vendor

No

Federal Programs

Existing DBE Vendor?	Existing SBE Vendor?	SBE Certification #	<input checked="" type="checkbox"/> SBE Vendor
No	Yes	SB12-27592	

Alerts / Messages

Missing Mandatory Credentials/Documents

Contact

Contact

Add a Message...

Add a Message...

No SBR effective or expiration dates Missing Mandatory Credentials/Documents

Vendor: SUP017112 - Cedar Lane LLC (Registered)

Save & Close | Save | Start On-Boarding | Create RFI

Legal Documents

Add legal documents

0 Result(s)

Certifications

Add certifications

Attach	Type	Status	Effective Date	Expiration Date	Valid	Owner
	SBR Application *					

1 Result(s)

Alerts / Messages

Missing Mandatory Credentials/Documents

Contact

Contact the GOSBA SBR Compliance Managers
at the Helpdesk if:

- You need further clarification as to a vendor's SBR status
- A vendor needs assistance navigating the SBR certification process
- You want to request an SBR audit of a vendor that you believe may not be eligible for certification

Call GOSBA at 410-697-9600 and ask for the SBR Helpdesk

Lisa Mitchell Sennaar

SBR Compliance Manager - lisa.sennaar@maryland.gov

Tanita Johnson

SBR Compliance Manager - tanita.johnson1@maryland.gov

For more details on the SBR Program go to:

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

When searching for VSBE vendors
during the PRG Process

Procurement Officers may enlist a variety of sources to identify potentially eligible VSBE vendors, i.e. VETBIZ, or other small business organizations.



Vendors must, however, be certified in Maryland's Veteran-owned Small Business Enterprise (VSBE) Program before being named to fulfill a VSBE goal on a state contract.

Identifying valid and invalid VSBE Certification

- Certification must be renewed annually.
- A valid VSBE Certification number field may use the data universal numbering system (DUNS) number (9-digits, i.e. 685305913) or

Identifying valid and invalid VSBE Certification

- A valid VSBE Certification number may be assigned by the Maryland Department of Veterans Affairs (MDVA) consisting of (12 alphanumeric characters, i.e. MDVA2020-000)
- A valid VSBE Certification must have an expiration date that is current and must have “Approved” listed in the “VSBE status” section of the eMMA account.

Procurement officers can verify if vendors are VSBE certified by conducting an internal eMMA search by:

1. Checking the “Company Info” section of the eMMA account for an "Approved" in the “VSBE Application Status” field and
2. Checking the "Credentials" section of the vendor account for a valid VSBE expiration date.

Internal eMMA Search while logged in as administrator and procurement officer

1. After logging into eMMA as administrator or procurement officer
2. Go to the Vendors tab on the menu
3. Select the Vendor Search option at the bottom of the drop-down menu

The screenshot shows the eMMA web application interface. At the top, there is a navigation bar with the eMMA logo and several tabs: Vendors, Sourcing, Contracts, Analytics, and Admin. The 'Vendors' tab is highlighted with a red box, and a red arrow points to it from the left. Below the navigation bar, a drop-down menu is open, showing options: Browse Vendors, Create, Credentials, Qualifications, Registrations, Cleansing, Gather information, Answers, and Vendor Search. The 'Vendor Search' option is highlighted with a red box, and a red arrow points to it from the left. Below the menu, there is a table of vendor records. The table has columns for Vendor Name, Address, State, ZIP, Contact Name, Status, ID, Date, and Website. The table contains 10 rows of data, including vendors like ATLANTIC MACHINERY, INC., Atrium Construction, LLC, and Bisonte Industrial USA LLC. At the bottom of the table, it says '4 5 > 68 Result(s)'. At the very bottom of the page, there is a footer with accessibility links and the text 'eMaryland Marketplace Advantage (eMMA) v1.2 ©'.

Vendor Name	Address	State	ZIP	Contact Name	Status	ID	Date	Website
ATLANTIC MACHINERY, INC.	Silver Spring	M		rela	<input checked="" type="checkbox"/>	SB12-30298	6/25/2021	www.atlanticmachineryinc.com
Atrium Construction, LLC	KING GEORGE	V		Green	<input checked="" type="checkbox"/>	SB20-006532	2/5/2021	https://atriumconstructionllc.godaddysites.com/
Awkward Contracting llc	Germantown	M		d	<input checked="" type="checkbox"/>	SB20-007007	2/24/2021	
Beauchamp Brothers Const	EDEN	M		mp	<input checked="" type="checkbox"/>	SB20-010328	8/28/2021	
Beuchert Excavating, Inc.	Newburg	MD	20664	Diane Beuchert	<input checked="" type="checkbox"/>	SB20-009580	7/20/2021	
Bisonte Industrial USA LLC	Towson	MD	21286	Andres Gonzalez	<input checked="" type="checkbox"/>	SB19-005051	11/3/2020	bisonte.us
Bry's Lawn Care and Landscaping LLC	benison	MD	21018	Jeffrey Gaeta	<input checked="" type="checkbox"/>	SB19-004717	10/15/2020	
Carroll Contracting Solutions, LLC	Baltimore	MD	21230	Dayton Carroll	<input checked="" type="checkbox"/>	SB20-006786	2/15/2021	MDVA2020-064
Cedar Lane LLC	Davidsonville	MD	21035	Amanda Thompson	<input checked="" type="checkbox"/>	SB12-27592		http://cedarlaneexcavation.com/
Champion Group	Upper Marlboro	MD	20773	Lamar Jackson	<input checked="" type="checkbox"/>	SB20-007443	3/16/2021	www.ChampionGroupLLC.com

1. Select UNSPSC (Commodities)

2. Filter for VSBE vendors

3. Click the search button

The screenshot shows the eMMA Vendor Search interface. At the top, there is a navigation bar with 'eMMA' logo and tabs for 'Vendors', 'Sourcing', 'Contracts', 'Analytics', and 'Admin'. On the right, there are icons for 'Accessibility', a notification bell, and a user profile for 'Lisa S.'. Below the navigation bar, there is a search bar and a 'Vendor Search' title. The main search area contains several filters: 'Vendor Name' (empty), 'Commodities' (a list of three items: '22000000 - Building and Construction Machinery and Accessories', '22100000 - Heavy construction machinery and equipment', and '22101500 - Earth moving machinery'), 'Areas Served' (empty), 'Country' (set to 'UNITED STATES'), and 'State' (empty). Below these filters, there is a checkbox labeled 'VSBE Vendor' which is checked. To the right of the search filters is a 'Search' button with a magnifying glass icon. Red arrows point to the Commodities list, the VSBE Vendor checkbox, and the Search button. Below the search filters, there is a 'Filters' section showing the applied filters: 'Country: UNITED STATES', 'VSBE Vendor: [checked]', and 'Commodities: 22000000 - Building and Construction Machinery and Accessories', '22100000 - Heavy construction machinery and equipment', and '22101500 - Earth moving machinery'. At the bottom, there is a table with columns: 'eMMA Vendor ID', 'Company Name', 'City', 'State', 'Zip Code', 'Vendor Contact', 'Company Phone #', 'SBR Vendor', 'SBR Certification #', 'SBR Expiration Date', 'VSBE Vendor', 'VSBE Certification #', 'Expiration Date', and 'Web Site'. The table contains five rows of vendor data.

eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	VSBE Vendor	VSBE Certification #	Expiration Date	Web Site
SUP015416		Hyattsville	MD	20783			<input type="checkbox"/>			<input type="checkbox"/>			WWW.IGBATT.C
SUP019044		aurora	CO	80013	toby cooper		<input type="checkbox"/>			<input type="checkbox"/>			
SUP026546	Affirmed Healthy	Waltham	MA	02453	Sandy Caputo		<input type="checkbox"/>			<input type="checkbox"/>			www.affirmedhea
SUP017332	Arthur W Burger	Santa Fe	NM	87501	Arthur Burger		<input type="checkbox"/>			<input type="checkbox"/>			
SUP016246	Bellman & Symfon North America	Wilmington	NC	28405	Catherine DeVito	910-239-5796	<input type="checkbox"/>			<input type="checkbox"/>			https://bellman.cc



Vendor Search

Search

22101500 - Earth moving machinery

Country

UNITED STATES

State

VSBE Vendor

SBR Vendor

Filters Commodities : 22000000 - Building and Construction Machinery and Accessories x 22100000 - Heavy construction machinery and equipment x 22101500 - Earth moving machinery x Country : UNITED STATES x

VSBE Vendor : x

eMMA Vendor ID	Company Name	City	State	Zip Code	Vendor Contact	Company Phone #	SBR Vendor	SBR Certification #	SBR Expiration Date	VSBE Vendor	VSBE Certification #	Expiration Date	Web Site
SUP021726	Carroll Contracting Solutions, LLC	Baltimore	MD	21230	Dayton Carroll		<input checked="" type="checkbox"/>	SB20-006786	2/15/2021	<input checked="" type="checkbox"/>	MDVA2020-064		
SUP015366	Dirt Plus, Inc.	Upper Marlboro	MD	20774	Andrew Dantos	3012187779	<input checked="" type="checkbox"/>	SB19-005335	11/18/2020	<input checked="" type="checkbox"/>	837993922	2/27/2021	www.dirtplus.biz
SUP009664	GAMBRILLS EQUIPMENT COMPANY INC	SEVERN	MD	21144	JIM NOLAN		<input checked="" type="checkbox"/>	SB20-008087	4/27/2021	<input checked="" type="checkbox"/>	063221774	1/28/2021	WWW.SAWDOCMD.COM
SUP010123	Hiscomp LLC	Accokeek	MD	20607	James Rockmore	4102097566	<input type="checkbox"/>		2/2/2020	<input checked="" type="checkbox"/>	078887170	2/26/2021	www.hiscompplc.com
SUP019486	Roberts Transport	glen burnie	MD	21060	Benjamin Roberts	443-324-5460	<input checked="" type="checkbox"/>	SB19-005410	11/22/2020	<input checked="" type="checkbox"/>	MDVA2019-082	12/11/2020	NA

5 Result(s)



Click the icon at the bottom right corner of the page to export search results to excel

Examples of a valid VSBE Certification:

Dirt Plus, LLC - 837993922 expiration date: 2/27/2021

Roberts Transport - MDVA2019-082 expiration date: 12/11/2020



Browse Vendors

Search

Keywords

Dirt Plus, Inc.

Alerts

Commodity

My Commodities

Filters Level: Entity

<input type="checkbox"/>	Code	Company Name	Legal Name	Parent Company	Level	Web site	Status	SBR Certification #	VSBE Certification #
<input type="checkbox"/>	SUP015366	Dirt Plus, Inc.	Dirt Plus, Inc.		Entity / Group	www.dirtplus.biz	Registered	SB19-005335	837993922
<input type="checkbox"/>	SUP020419	Appalachian Dirt	Dirt Endeavors LLC		Entity / Group	Dirt Endeavors LLC	Registered		
<input type="checkbox"/>	SUP017854	Dirt Works Excavation & Crane	Dirt Works Excavation & Crane		Entity / Group		Registered		
<input type="checkbox"/>	SUP023741	Free From Dirt, LLC	Free From Dirt, LLC		Entity / Group	www.freefromdirt.biz	Registered	SB20-008724	

Checking the “Company Info” section of the eMMA account to confirm that "Approved" is in the “VSBE Application Status” field

Vendor: SUP015366 - Dirt Plus, Inc. (Registered)

Save & Close Save Start On-Boarding Create RFI

Supplier Overview
Company Information
Contacts
Credentials
Qualifications
Activity
Workflow

Procurement Programs

State Programs

Existing SBR Vendor?	SBR Certification #	SBR Effective Date	SBR Expiration Date	SBR Application Status
Yes	SB19-005335	11/19/2019	11/18/2020	Approved

Existing VSBE Vendor?	VSBE Certification #	VSBE Application Status	VSBE Vendor
Yes	837993922	Approved	<input checked="" type="checkbox"/>

Existing MBE Vendor	MBE Certification #	MBE Vendor
No		<input type="checkbox"/>

Federal Programs

Existing DBE Vendor?
No

Existing SBE Vendor?	SBE Vendor
No	<input type="checkbox"/>

Alerts / Messages

No vendor contact with the role 'Admin'

Contact

Contact

Add a Message...

Add a Message...

Check the "Credentials" section of the vendor account for a valid VSBE expiration date.

Supplier Overview
Company Information
Contacts
Credentials
Qualifications
Activity
Workflow

Save & Close | Save | Start On-Boarding | Create RFI

Legal Documents

Add legal documents

0 Result(s)

Certifications

Add certifications

Attach	Type	Status	Effective Date	Expiration Date	Valid	Owner
DP SDVOSB Letter VA 2018.pdf	Other (Certifications)	✗	7/23/2019	5/31/2021	●	Andrew Dantos
	SBR Application	✓	11/19/2019	11/18/2020	●	Andrew Dantos
	VSBE Application	✓	2/27/2020	2/27/2021	●	Tanita Johnson

3 Result(s)

Alerts / Messages

No vendor contact with the role 'Admin'

Contact: Contact

Add a Message...
Add a Message...

Examples of invalid VSBE Certification:

Carroll Contracting Solutions, LLC - MDVA2020-064 - no expiration date:

Barnes-Magee Consulting, LLC - 0000000000 no expiration date:

Can Search for Vendor by Placing Vendor SUP or name in the Keyword search

The screenshot shows a web application interface for vendor management. At the top, there are navigation tabs: Vendors, Sourcing, Contracts, Analytics, and Admin. The 'Vendors' tab is active. On the right, there are icons for Accessibility, a notification bell, and a user profile for 'Lisa S.'. Below the navigation is a breadcrumb 'Browse Vendors' and a search bar. The main search area has a 'Keywords' field containing 'SUP024243', an 'Alerts' dropdown, and a 'Commodity' dropdown. There are also checkboxes for 'My Commodities' and a 'Search' button. Below the search area, there are filters for 'Level: Entity' and 'VSBE Vendor: [checked]'. A table of search results is displayed with columns: Code, Company Name, Legal Name, Parent Company, Level, Web site, Status, SBR Certification #, and VSBE Certification #. The first result is for 'SUP024243 Barnes-Magee Consulting, LLC'. A red arrow points from the 'SUP024243' in the search field to the 'SUP024243' in the 'Code' column of the table. The 'VSBE Certification #' for this vendor is '000000000'. On the left side, there are filter panels for 'Level', 'Status', 'Type', 'Responsible', and 'Parent Supplier'. The 'Level' filter has 'Entity' selected. The 'Responsible' filter has 'Pending Change Requests' and 'Grouped orders' options.

Keywords: SUP024243 Alerts: Commodity: My Commodities: Search: Reset

Filter: Level: Entity VSBE Vendor: [checked]

Code	Company Name	Legal Name	Parent Company	Level	Web site	Status	SBR Certification #	VSBE Certification #
SUP024243	Barnes-Magee Consulting, LLC	Barnes-Magee Consulting, LLC		Entity / Group		Registered	SB20-008072	000000000

1 Result(s)

“VSBE Application Status” lists vendor as Approval in progress, not Approved, which is necessary for certification

The screenshot shows the Emma Maryland Vendor Management System interface. The browser address bar displays `emma.maryland.gov/page.aspx/en/sup/supplier_manage/24243`. The page title is "Vendor: SUP024243 - Barnes-Magee Consulting, LLC (Registered)". The navigation menu includes "Vendors", "Sourcing", "Contracts", "Analytics", and "Admin". The user is identified as "Lisa S.". The left sidebar contains "Supplier Overview" and "Company Information" (highlighted with a red box and arrow). The main content area shows the vendor's details, including a DUNS number (788124902) and a "Procurement Programs" section. Under "State Programs", the "VSBE Application Status" is "Approval in progress" (highlighted with a red box and arrow). The "Alerts / Messages" section on the right contains two messages: "No vendor contact with 'Primary Contact' role" and "No vendor contact with the role 'Admin'" (both highlighted with red boxes and arrows). The "Contact" dropdown is set to "Contact".

Existing SBR Vendor?	Apply for the SBR Program?	SBR Certification #	SBR Effective Date	SBR Expiration Date	SBR Application Status
No	Yes	SB20-008072	4/25/2020	4/25/2021	Approved

Existing VSBE Vendor?	VSBE Certification #	VSBE Application Status	VSBE Vendor
Yes	000000000	Approval in progress	<input checked="" type="checkbox"/>

Existing MBE Vendor	MBE Certification #	MBE Vendor
No		<input type="checkbox"/>

If the effective and the expiration dates are listed as the same dates, this VSBE Certification application has not yet been approved. ⁴⁷

emma.maryland.gov/page.aspx/en/sup/supplier_manage/24243

Vendors Sourcing Contracts Analytics Admin

Accessibility Lisa S.

Vendor: SUP024243 - Barnes-Magee Consulting, LLC (Registered)

Save & Close Save Start On-Boarding Create RFI

Legal Documents

Add legal documents

0 Result(s)

Certifications

Add certifications

Attach	Type	Status	Effective Date	Expiration Date	Valid	Owner
	VSBE Application	✗	4/25/2020	4/25/2020	●	Angela Fairley
	SBR Application	✓	4/25/2020	4/25/2021	●	Angela Fairley

2 Result(s)

Other Documents

Alerts / Messages

- No vendor contact with "Primary Contact" role
- No vendor contact with the role 'Admin'

Contact

Add a Message...

VSBE Unique Situations



For example:

If a vendor has two or more certification expiration dates, you should contact the GOSBA VSBE Helpdesk for clarification

Contact the GOSBA VSBE Helpdesk if:

- You need further clarification as to a vendor's VSBE status
- A vendor needs assistance navigating the VSBE certification process

Call GOSBA at 410-697-9600 and ask for
the VSBE Helpdesk

Tanita Johnson

SBR Compliance Manager - tanita.johnson1@maryland.gov

For more details on the VSBE Program go to:

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