

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

Technical Training Classroom

State Procurement 101

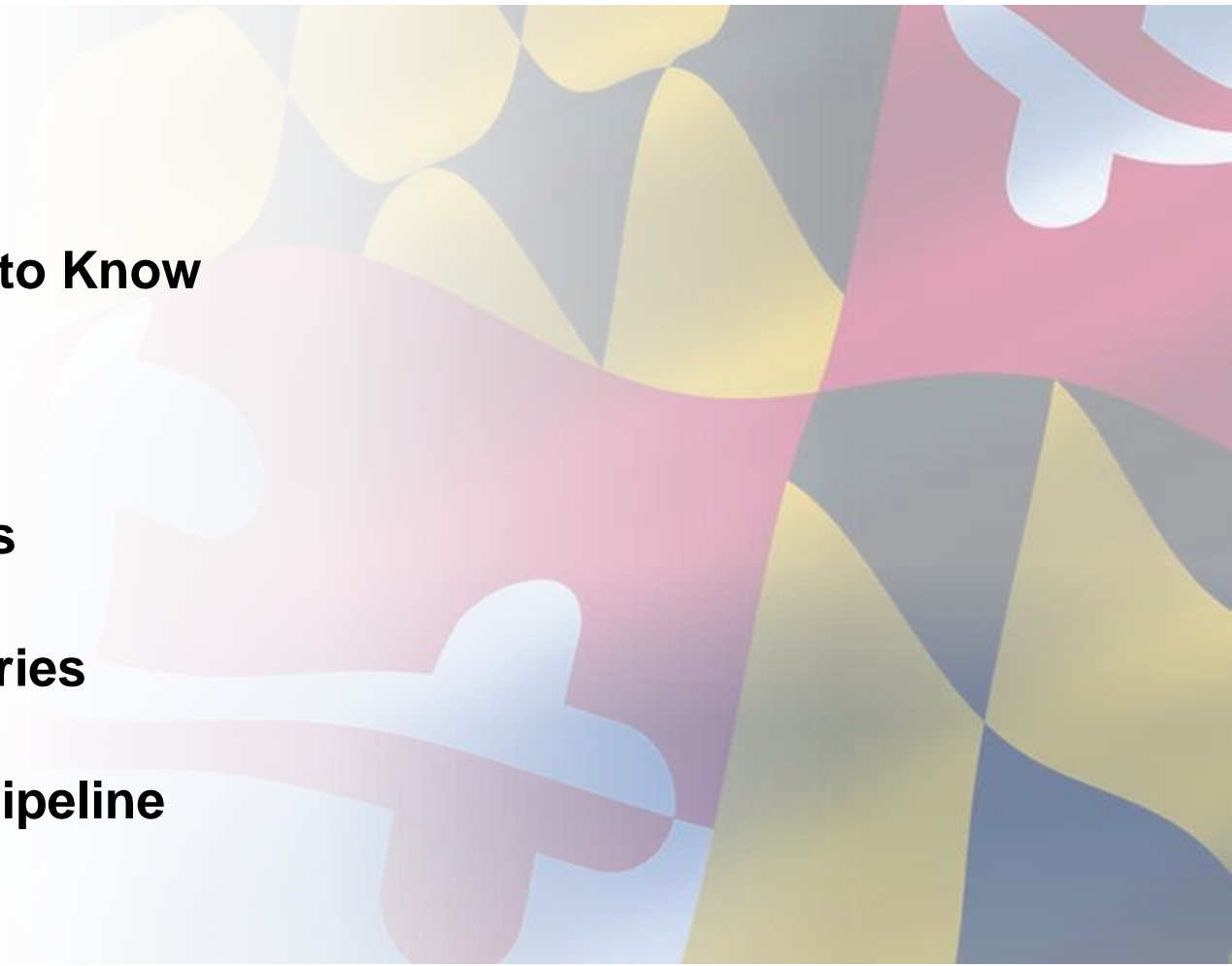
Presented by:

Alison Tavik

Director, Communications & Outreach

September 29, 2022

Agenda

- 
- **Who we are**
 - **3 Things You Need to Know**
 - **Procurement**
 - **Solicitation Process**
 - **Purchasing Categories**
 - **State Contracting Pipeline**
 - **Data Mining Tools**



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

- Oversight, monitoring, and compliance of three socioeconomic procurement programs across 70 state agencies/departments
 - Small Business Reserve Program
 - Minority Business Enterprise Program
 - Veteran-Owned Small Business Enterprise Program
- Conduct statewide outreach and training programs
 - Technical Training Classroom webinars
 - Ready, Set, GROW! Procurement Connections webinars and workshops
- Curate online resources for small business growth and development

<https://goMDsmallbiz.maryland.gov>



State Procurement Programs

Small Business Reserve (SBR) Program

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

Minority Business Enterprise (MBE) Program

- Subcontracting program
- 29% aspirational goal
- Race and gender specific
- Application-based certification process
- Annual renewal

Veteran-Owned Small Business Enterprise (VSBE) Program

- Subcontracting program
- 1% aspirational goal
- 3-step certification process includes **verification** of veteran status
- Annual renewal

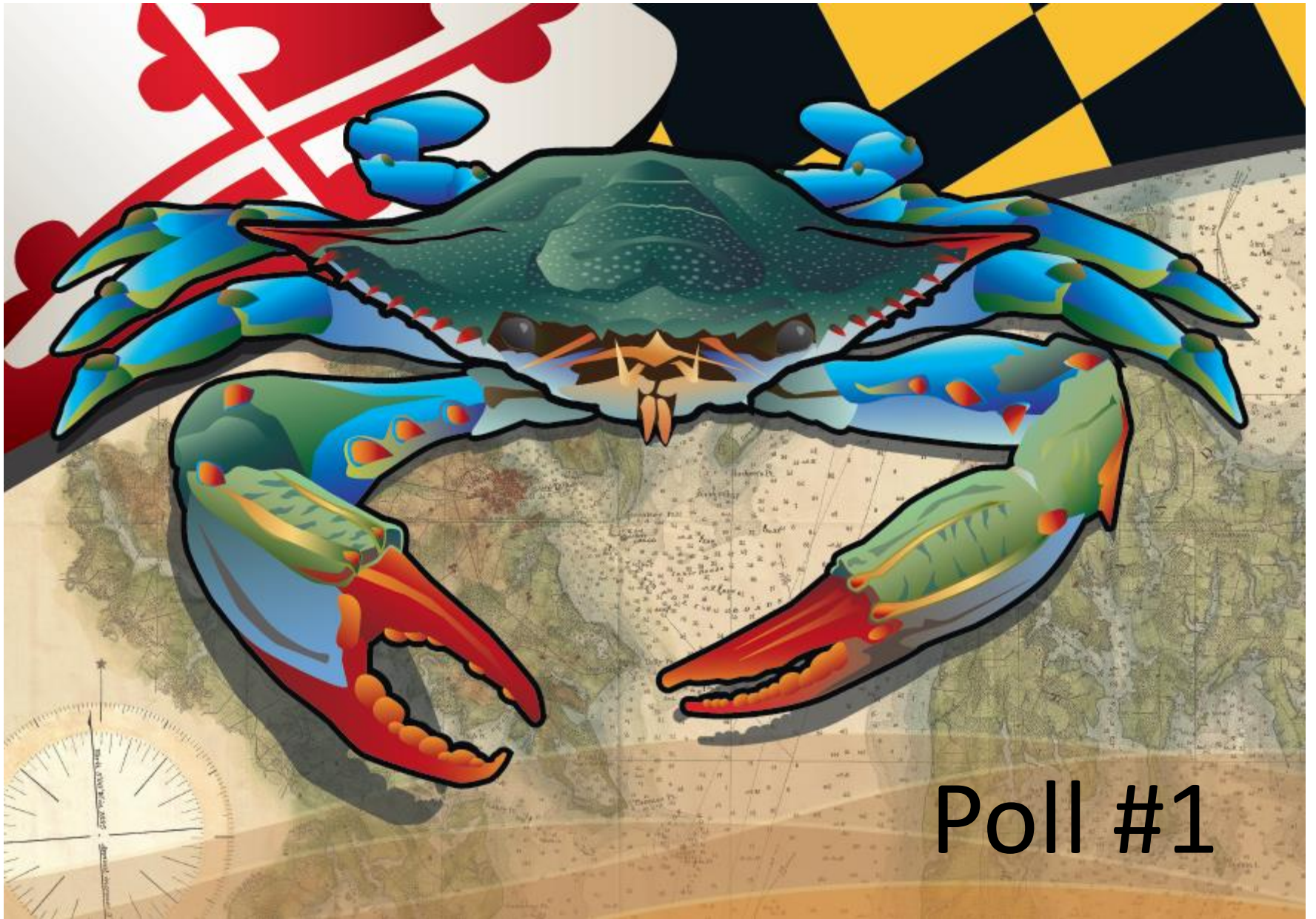
MBEs and VSBEs are encouraged to perform as a prime contractor.

Maryland is OPEN for Business

SBR Program Enhancement

- Executive Order 01.01.2021.01
- Qualifying purchases between \$50,000 and \$500,000 are ***automatically*** designated to the SBR Program
- No cap on the dollar threshold
- 25% - 30% of all open solicitations are designated as SBR





Poll #1

3 Things You Need to Know

#1

SBR, MBE, or VSBE certification is **not** a requirement for doing business with the State of Maryland.



Why Certify?

Nearly every contract with state funding is reviewed for small business designation and/or minority, women, and veteran inclusion.

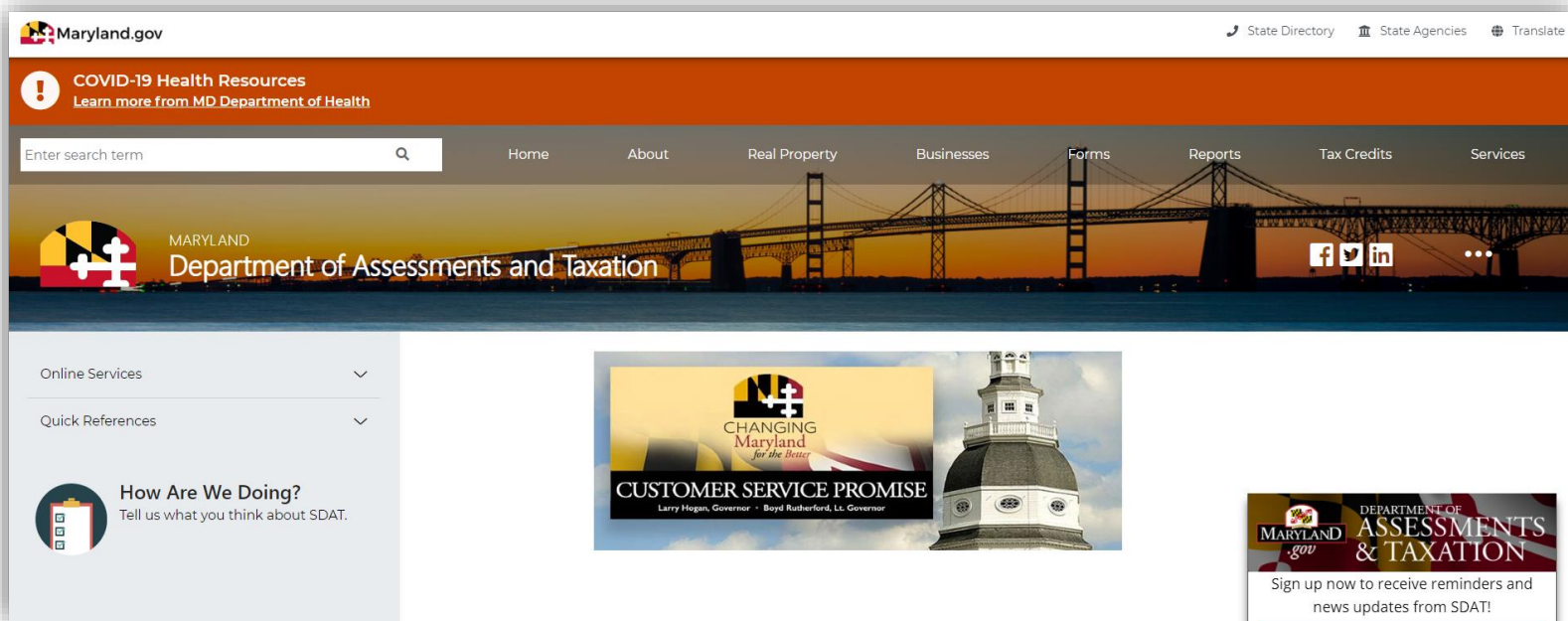


3 Things You Need to Know

#2

All vendors receiving a contract award (payment) from the State must be in good standing with the Maryland Department of Assessments and Taxation.

<https://dat.maryland.gov>




3 Things You Need to Know

#3

All state-funded purchases greater than \$15,000 must be published on eMaryland Marketplace Advantage (eMMA).

<https://emma.maryland.gov>

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.

LOGIN

Login *

Login must have a value


Password *

Login


State SSO Login(SecureAuth)

MDot SSO Login(MSAzure)


[Lost your password?](#)




New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search



- Learn how to navigate this system
- Maintain your profile
- Assign roles
- Complete every field, even if its not mandatory
- Include an email address
- Use the FAQs, QRGs and Vendor Training Videos
- When you need help, ask!
 - Contact the eMMA Help Desk



What is Procurement?



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

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

Competition is Key

- Competition is an integral part of procurement
- Socioeconomic programs DO NOT eliminate competition



Basic Procurement Terminology

- **SF&P** – State Finance and Procurement - codified procurement law
- **COMAR** – Code of Maryland Regulations - specific process used to ensure compliance with procurement law
- **Pre-proposal /Pre-bid Conference** – meeting held after advertising and before due date; open meeting; time to answer questions and provide a common understanding
- **RFP** – Request for Proposals
 - **Offeror** – Entity that submits a proposal in response to a RFP
- **IFB** – Invitation For Bids
 - **Bidder** – Entity that submits a bid in response to a IFB
- **NTP** – Notice to Proceed; written notice from procurement officer that indicates specific date that contract work will begin



Basic Procurement Terminology

- Master Contract
- Statewide Contract
- Intergovernmental Cooperative Purchasing Agreement
- Best Value
- BAFO (Best and Final Offer)
- Secondary Competition
- Requisitioning Authority
- P-Card
- BPO
- ID/IQ
- Informal Bid
- Formal Bid
- Centralized Procurement
- Requisitioning Authority



Check out the **Public Purchasing Fact Sheet** on the Resources page of our website at <https://gomdsmallbiz.maryland.gov>



Procurement Methods

Invitation for Bid (IFB)

- Seeking a price
- The solicitation is typically a straight-forward and well- defined
- Commonly used to purchase supplies, capital equipment or construction work
- Typically, not used for complex purchases

The award is based on minimum qualifications and price.

Request for Proposal (RFP)

- Seeking a solution
- Designed to help the contracting officer understand the various proposed methods and approaches that can be used to meet the requirements outlined in the solicitation
- Multi-step process, commonly used for complex purchases

The award is based on technical competency and price (best value).

Late submissions are NEVER, EVER accepted.

Responsive and Responsible

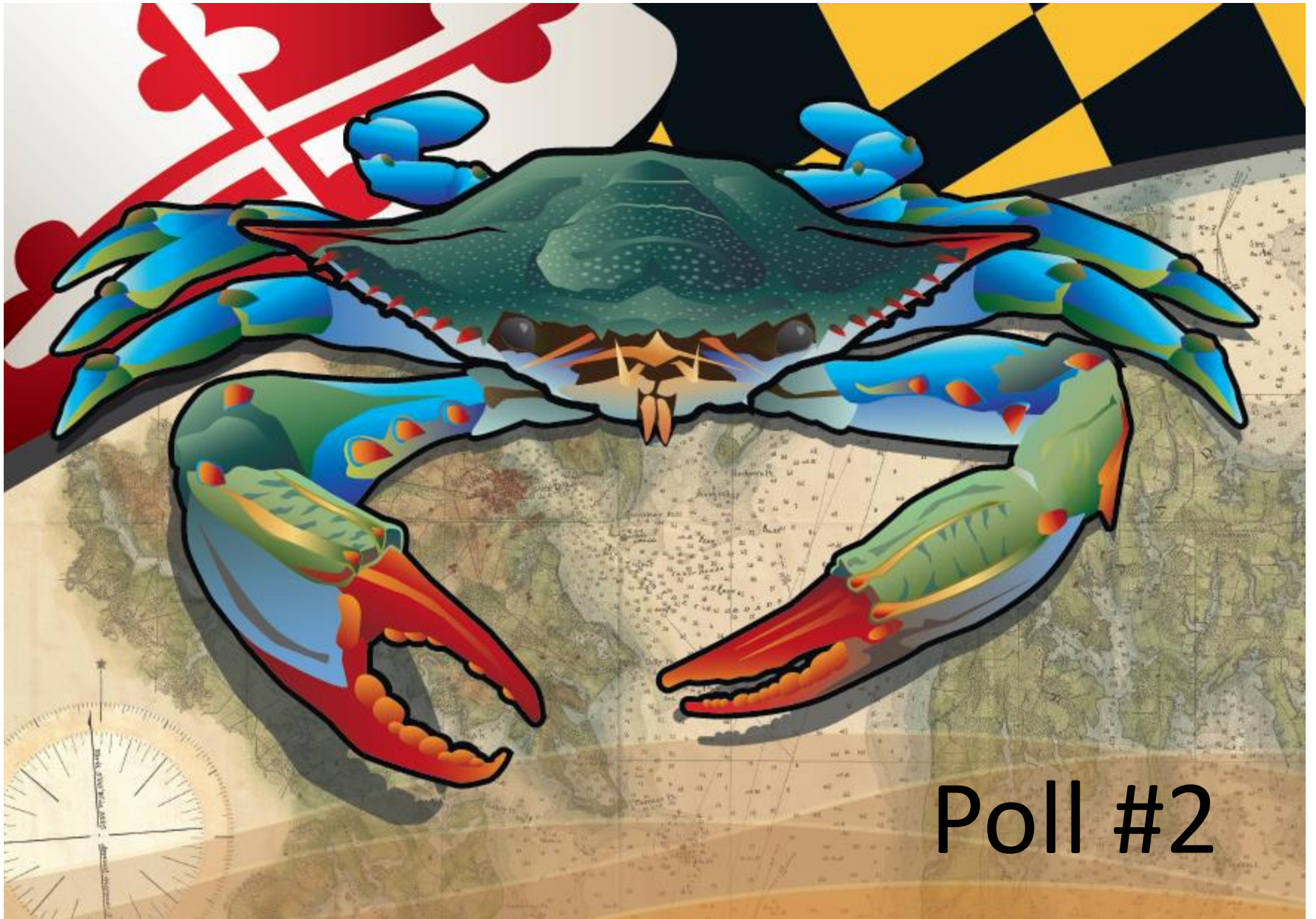
“Responsive” relates to the tangible documents submitted to the State by the designated date.

Applies to both bids and proposals

“Responsible” relates to the bidder’s technical capability to deliver the product/service as required; reliability and integrity are also factors.

Applies to both bids and proposals





Poll #2

Organization of State Procurement

State Legislators

Board of Public Works

*Control
Agencies*

Department of
General Services

Department of
Transportation

University System
of Maryland

State Treasurer's
Office

**Office of State
Procurement**

*Using
Agencies*

Independent
Agencies
(59)

Executive
Departments
(19)

Coordinating
Offices
(12)

Aviation
Administration

State Highway

Transit
Administration

Transportation
Authority

Port Authority

Motor Vehicle
Administration

Public
Universities
(11 Campuses)

Typical Solicitation Process

The Planning Phase

Need Identification –

- Identify what goods or services are to be purchased
- Research and answer the following questions:
 - Are there any exemptions?
 - Is a Request for Information (RFI) needed?
 - What does market research show for cost estimates, potential resources, latest innovations, etc.?
 - What contract type will be used?

Pre-Solicitation –

- Determine the best method to obtain the identified goods or services
- Research and answer the following questions:
 - Are there State resources available?
 - Are there State contracts available?
 - Are Preferred Providers available?
 - Are certified small businesses available?
- Obtain fund certification
- Address delegated purchasing authority
- Select the procurement method
- Plan the solicitation
 - Establish the timeline
 - Selecting the team

Solicitation Preparation –

- Draft the solicitation
- Create the scope of work or statement of need
- Identify minimum qualifications and requirements
- Determine if third party consultants are needed
- Establish socioeconomic goals
- Finalize documents for review and approval

Typical Solicitation Process

The Procuring Phase

Solicitation –

- Public Advertisement and Notice
 - Posted on *eMaryland Marketplace Advantage*, *eMMA*, if value is estimated to be over \$15,000)
- Host pre-bid/proposal conference (required if an MBE goal has been established)
- Communication between the procurement officer and vendors
- Amendments to the solicitation
- Receiving vendors' responses – bids or proposals

Review / Evaluation Process –

- Public Bid Opening for IFBs
- Conduct initial reviews of bids/proposals
- Technical Proposal Evaluations for RFPs
- Financial proposal opening for RFPs
- Final evaluations for RFPs
- Conduct final review for IFBs – determining lowest responsive bid from the responsible bidders
- Award recommendation
- Unsuccessful offeror debriefings for RFPs
 - Limited to discussion of the unsuccessful offeror's proposal

Award Process –

- Final approvals
- Internal agency approvals
 - Control Agency Approvals
 - Board of Public Works (BPW) Approvals
- Execution of the contract
- Publication of contract award on *eMMA*
 - Not including contracts \$50,000 or less (small procurements)

Typical Solicitation Process

The Performance Phase

Contract Administration Process & Contract Commencement –



- Conduct a kick-off meeting
- Monitor contract performance
- Payment for accepted goods and services
- Contract renewal options & modifications (if necessary)
- Re-procurement plans (if necessary)
- Contract close out/transition



Purchasing Categories

Small
Procurement
Category I

Small
Procurement
Category II

Small
Procurement
Category III

Formal
Procurement



Purchasing Categories

Small Procurement – *Category I:*

- \$5,000 or less
- Can use oral or written solicitation to obtain quotes
- Encouraged to solicit small, minority & veteran owned businesses
- No competition requirement
- No advertisement requirement

Small Procurement – *Category II*

- \$5,000.01 - \$15,000
- Can use oral, written, or published solicitations
- Required to obtain at least 2 quotes
- Encouraged to solicit small, minority & veteran owned businesses
- No advertisement requirement

Direct Solicitation Method



Purchasing Categories

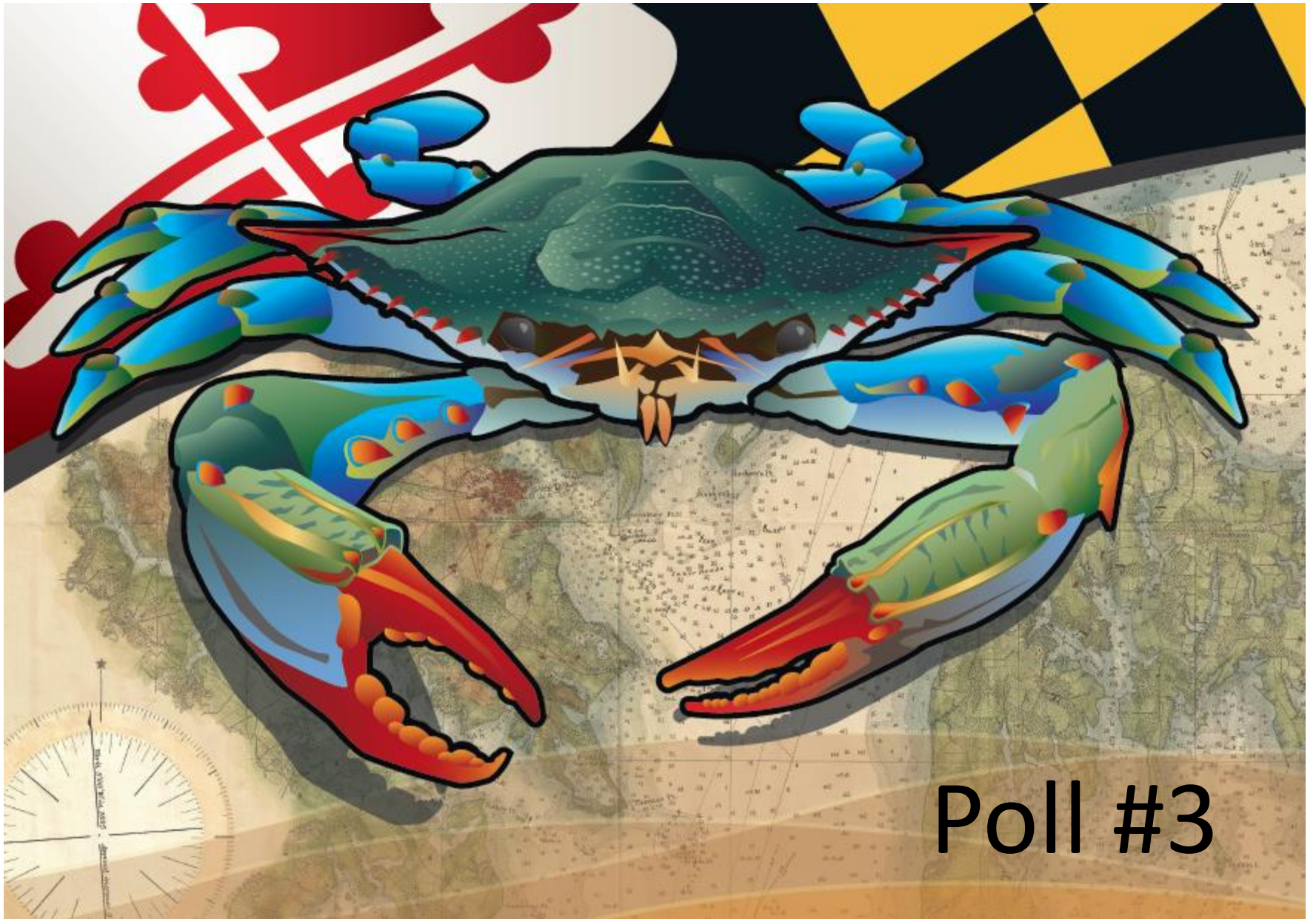
Small Procurement – *Category III:*

- \$15,000.01 - \$50,000
- Written solicitation required
- Must be published on eMMA
- Must try to get a least 2 valid quotes
- Awarded to the lowest/best **responsive & responsible** bidder/offeror

Formal Procurement:

- \$50,000+
- Written solicitation required
- Must be published on eMMA
- Must try to get a least 2 valid quotes
- Awarded to the lowest/best **responsive & responsible** bidder/offeror

**Generally performed by the Office of State Procurement,
unless delegated back to the Using Agency.**



Poll #3

Prime Contractor vs. Subcontractor

- Maryland agencies/departments award procurement contracts directly to Prime Contractors
- The contractual (legal) relationship is between the purchasing unit and the Prime Contractor



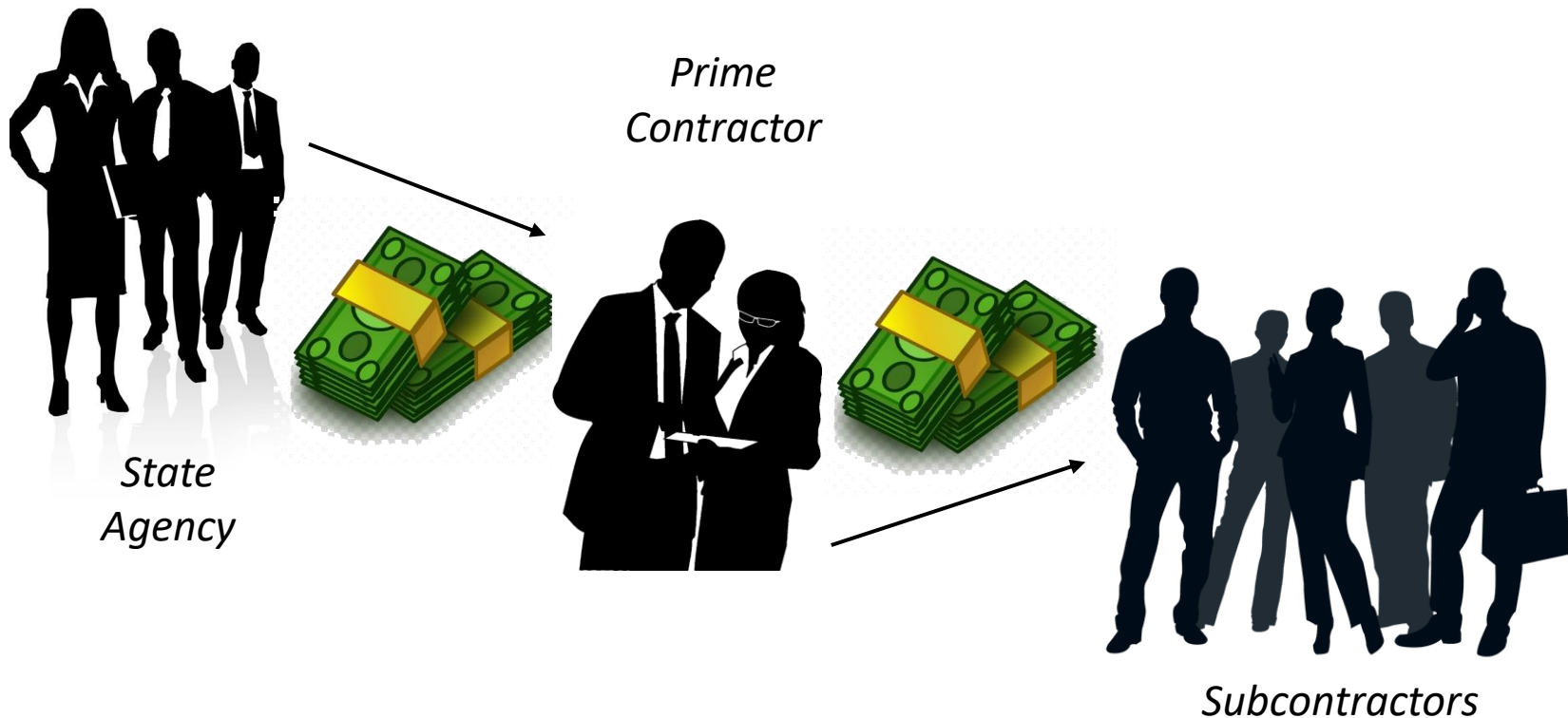
Prime Contractor vs. Subcontractor

- Prime Contractors choose their Subcontractors
- The contractual (legal) relationship is between the Prime Contractor and the Subcontractor



Prime Contractor vs. Subcontractor

- The purchasing unit pays the Prime Contractor
- The Prime Contractor pays the Subcontractors





Prime Contractor Tips

WHEN BIDDING

All prime contractors *MUST* comply with a project's subcontracting requirements.

- Socioeconomic status is not a consideration at the Prime Contractor level
- Any firm can perform as a Prime Contractor
- MBEs who perform as a Prime Contractor, may fulfill a maximum of 50% of the overall minority participation goal
- A VSBE performing as a prime contractor who is also a certified MBE, may fulfill a maximum of 50% of the overall minority participation goal.



Prime Contractor Tips

WHEN BIDDING

- Read the bid instructions fully
- *Follow the bid instructions to the letter*
- Attend the pre-bid/proposal meeting
- *Don't guess or assume anything; **ask questions** until you are sure*
- Don't wait until the last minute to ask questions; there is typically a defined comment period noted in the solicitation
- *There is no penalty for asking questions*
- *Conduct MBE & VSBE outreach efforts early*
- Cast a broad net and keep records of all outreach activity
- *Complete the required paperwork correctly; failure to do so could eliminate you from consideration*
- Submit bids on time or before they are due
- *Late bids are never accepted*
- Late bids cannot be accepted



Prime Contractor Tips

WHEN PERFORMING

- Identify a primary point-of-contact for the subcontractor(s)
- Comply with the MBE and/or VSBE subcontractor requirements; arbitrary removal is not permitted
- Submit the required payment forms throughout the life of the contract
- Comply with the prompt payment regulations
- Contact the agency liaison if any problems arise with the availability/performance of your designated MBE and/or VSBE subcontractor(s)



Subcontracting Tips

WHEN BIDDING

- Attend all pre-bid meetings
- Try to respond to all requests for quotes from Prime Contractors
- Document all correspondence up until the time of bid (names, dates, phone calls, emails, meetings, etc.)
- Don't submit quotes in a vacuum; know the scope of work, timeline, etc.
- Never sign a blank form
 - Participation Statement
 - Unavailability Certificate
- Keep copies of everything you do sign, including the contract
- Follow up on all quotes



Subcontracting Tips

WHEN PERFORMING

- Do what you said you would do
- Identify your primary point-of-contact with the Prime Contractor
- Introduce yourself to the MBE or VSBE Liaison at the State agency
- Submit the payment forms throughout the life of the contract
- Contact the MBE or VSBE Liaison if any problems arise
- Shine!
- Ask for more work

State Contracting Pipeline



**eMaryland Marketplace
Advantage (eMMA)**

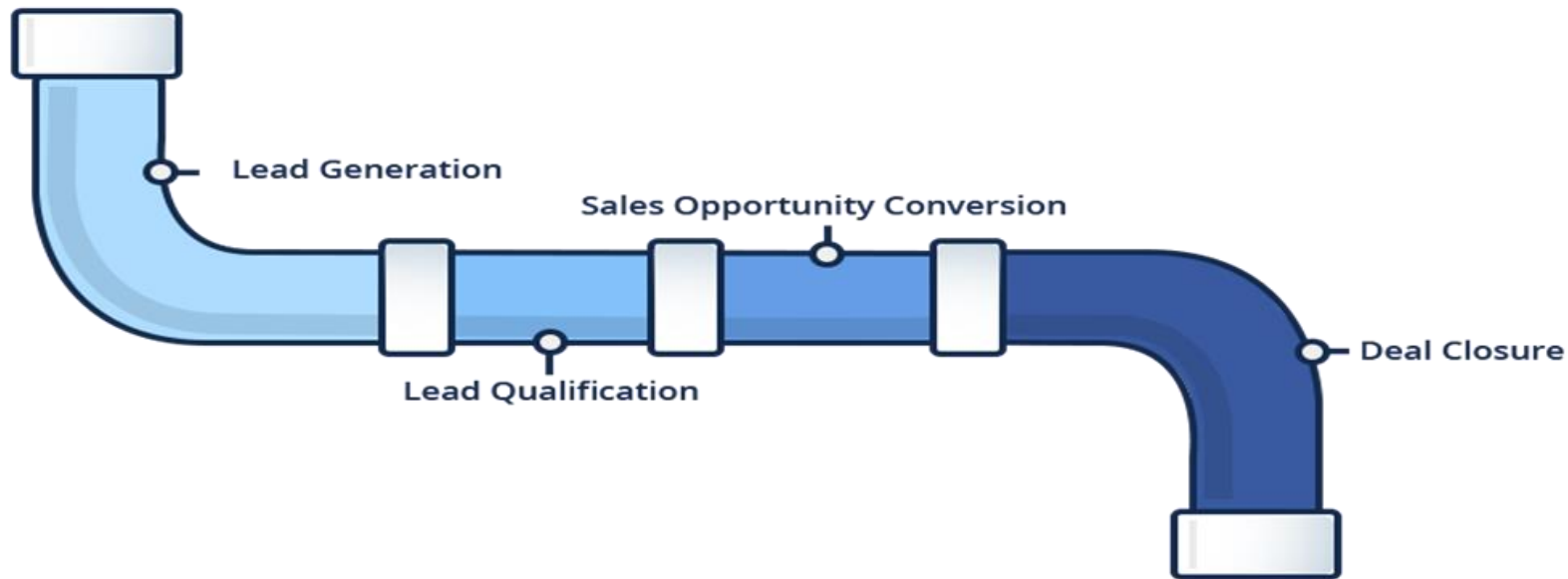


Procurement Forecast



Board of Public Works

Mining the Pipeline



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

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

What are You Looking For?



Prime Contractors

- Competitors
- Pricing
- Contracting cycles
- Purchasing agencies
- Purchasing officers

Sub Contractors

- Primes who win state contracts
- Contracting cycles
- Socioeconomic program inclusion
- Purchasing agencies

eMMA Vendor Registration

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

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LOGIN

Login*

Login must have a value

Password*

Login

State SSO
Login(SecureAuth)

MDot SSO
Login(MSAzure)

[Lost your password?](#)



New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search

eMMA Public Solicitation Search

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LOGIN

Login*

 Email / Username

Login must have a value

Password*



Login

State SSO
Login(SecureAuth)

MDoT SSO
Login(MSAzure)

[Lost your password?](#)



New Vendor? Register Now



Public Solicitations





Public Contracts



Vendor Search

eMMA Search – Public Solicitations

 [New Vendor? Register Now](#) [Vendor Search](#) [Public Solicitations](#) [Public Contracts](#)  Accessibility

[Public Solicitations](#)

Keywords


Water

Keyword: Water

Category

Status

Open

 Q Search

Reset

[Advanced Search](#)

Filters

Status: Open X

Keywords: Water X

ID	Title	Status	Due / Close Date	Publish Date	Main Category	Solicitation Type	Issuing Agency
BPM023309	RICHFIELD STATION HYDROPILLAR WATER STORAGE TANK	Open	4/20/2021	3/18/2021	Water storage tanks	IFB: Invitation for Bid	Town of Chesapeake Beach
BPM023001	Government Building Water Infiltration – Phase II – Window Sealing & Re-Glazing	Open	3/31/2021	3/18/2021	Specialized trade construction and maintenance services	Public Notice	Charles County Government
BPM022809	ITB 2021-011 - STORMWATER MAINTENANCE AND CONSTRUCTION	Open	3/23/2021	3/17/2021	Heavy construction services	Public Notice	Calvert County Government - Administration
BPM022541	ITB 21-23, Clifton Wastewater Treatment Plant Upgrades	Open	3/24/2021	3/17/2021	Heavy construction services	Public Notice	Charles County Government
BPM023261	Purchase of Trucks Equipment & Backhoe	Open	4/12/2021	3/17/2021	Industrial trucks	Public Notice	City of Gaithersburg
BPM023241	KF-731-210-003 Repair Multiple Underground Water Leaks on Compound in Jessup, Maryland	Open	3/31/2021	3/16/2021	Building and Facility Construction and Maintenance Services	IFB: Invitation for Bid	Department of General Services
BPM022816	Runway Rubber Removal Services at BWI and MTN Airports	Open	4/1/2021	3/16/2021	Facility maintenance and repair services	Public Notice	Maryland Aviation Administration
BPM023232	South Street Water Main Replacement	Open	4/12/2021	3/16/2021	Public Utilities and Public Sector Related Services	IFB: Invitation for Bid	Town of Hancock
BPM022943	SM-000-210-003 Replace Water Fountains Facility Wide @ Historic St. Mary's City	Open	3/26/2021	3/15/2021	Building and Facility Construction and Maintenance Services	IFB: Invitation for Bid	Department of General Services
BPM023196	Underground Chilled Water and Heating Water Piping Replacement – Phase 1, Rockville Campus	Open	4/9/2021	3/12/2021	Building maintenance and repair services	Public Notice	Montgomery College

1

2

3

>

29 Result(s)

KF-731-210-003 Repair Multiple Underground Water Leaks on Compound in Jessup, Ma...

To respond to this solicitation click "Add to My Solicitation" and either login or register.

Add to My Solicitations

Title	ID	Alternate ID	Lot #	Round #	Status	Due / Close Date (EST)	Due / Close Date (EST)
KF-731-210-003 Repair Multiple Underground Water Leaks on Compound in Jessup, Maryland	BPM023241	KF-731-210-003	1	1	Open	Mar 31 2021 3:00PM	Mar 31 2021 3:00PM

Solicitation Type

IFB: Invitation for Bid

Main Category

Building and Facility Construction and Maintenance Services

en

Issuing Agency

Department of General Services

en

Procurement Officer / Buyer

Koon POMPEY

Email

Koon.Pompey@maryland.gov

Solicitation Summary

Repair Multiple Underground Water Leaks in Jessup, Maryland

Additional Instructions

All Minority Business Enterprises are encourage to respond to this Solicitation. THIS IS FOR SBR VENDORS ONLY-SMALL BUSINESS RESERVED.

Pre-Bid Conference Date

3/23/2021 10:00:00 AM

Pre-Bid Conference Details

Pre-Bid Conference is scheduled for March 23, 2021 at 10:00 A.M on site @ Maryland Correctional Institution- Jessup 7803 House of Corrections Road Jessup, Maryland 20794 (Meet Outside Entrance Gate)







Small Business Reserve Designation

Yes

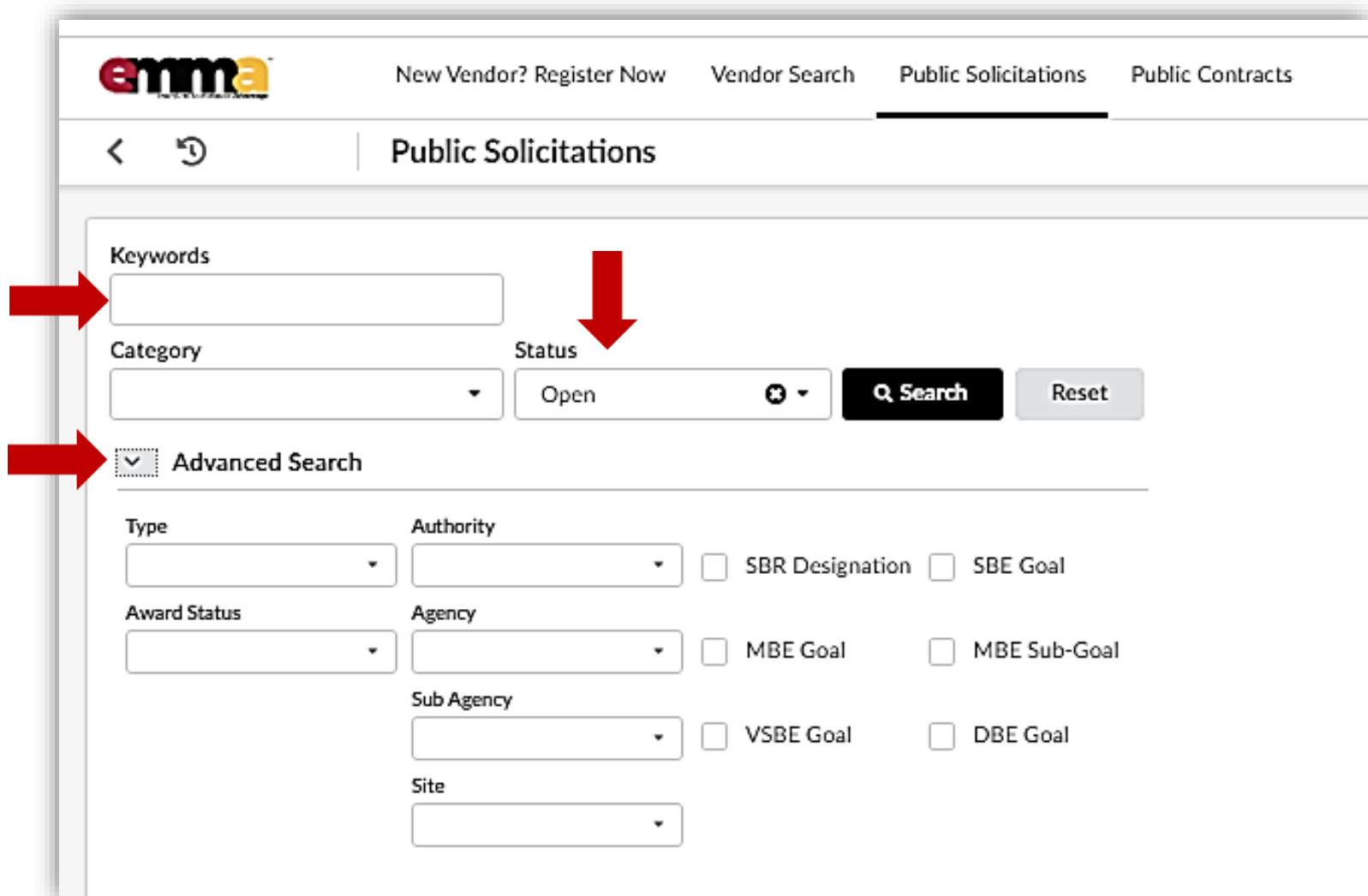
Procurement Program Participation Goals

Solicitation Links

Attachments

Title	Type	
General Conditions for Construction	Specification Document (Approved)	 NEW General Conditions for Construction.pdf
SBR	Specification Document (Approved)	 SBR Contract Affidavit - 080718.pdf
Bid Proposal	Specification Document (Approved)	 Bid Proposal Affidavit.eMM.pdf
Drawings	Specification Document (Approved)	 Underground Leak Location Drawing.pdf
Notice to Bidders	Specification Document (Approved)	 Notice to Bidders Solicitation Fact sheet.pdf
Specs	Specification Document (Approved)	 Scope of Work.pdf
6 Result(s)		

eMMA Public Solicitations - Advanced Search



The screenshot displays the eMMA Public Solicitations Advanced Search interface. At the top, the eMMA logo is on the left, and navigation links for "New Vendor? Register Now", "Vendor Search", "Public Solicitations" (which is underlined), and "Public Contracts" are on the right. Below the navigation bar, a breadcrumb trail shows "<" and a clock icon, followed by "Public Solicitations". The main search area contains a "Keywords" text input field, a "Category" dropdown menu, and a "Status" dropdown menu currently set to "Open". To the right of these fields are "Q Search" and "Reset" buttons. Below the main search fields is an "Advanced Search" section, indicated by a red arrow pointing to a toggle switch. This section includes several filters: "Type" and "Authority" dropdowns, "Award Status" dropdown, "Agency" dropdown, "Sub Agency" dropdown, and "Site" dropdown. Additionally, there are checkboxes for "SBR Designation", "SBE Goal", "MBE Goal", "MBE Sub-Goal", "VSBE Goal", and "DBE Goal".

Keywords

Category

Status

Open

Q Search

Reset

Advanced Search

Type

Authority

Award Status

Agency

Sub Agency

Site

SBR Designation

SBE Goal

MBE Goal

MBE Sub-Goal

VSBE Goal

DBE Goal



Public Solicitations

Keywords

Category

Status

Open

Q Search

Reset

> Advanced Search

Filters MBE Goal: ☒ X Status: Open X

ID	Title	Status	Due / Close Date	Publish Date	Main Category	Solicitation Type	Issuing Agency
BPM022918	RFP - Construction Management Services - Razing & Replacement of the Department of Legislative Services Building	Open	4/9/2021	3/19/2021	Building construction management	Public Notice	Capital Projects
BPM022913	Asian American Communities in Maryland - Historic Context Study	Open	3/30/2021	3/19/2021	Management and Business Professionals and Administrative Services	Request for Quote	Department of Planning
BPM023319	ITB 21-26 - Septic Hauling Services	Open	5/4/2021	3/19/2021	Water and wastewater treatment supply and disposal	Public Notice	Charles County Government
BPM023190	IFB-21046 VPU (HVAC) & Fire Alarm Upgrades at Yorkwood Elementary School #219	Open	4/15/2021	3/19/2021	Heating and cooling and air conditioning HVAC construction and maintenance services	IFB: Invitation for Bid	Baltimore City Public Schools
BPM023001	Government Building Water Infiltration - Phase II - Window Sealing & Re-Glazing	Open	3/31/2021	3/18/2021	Specialized trade construction and maintenance services	Public Notice	Charles County Government
BPM023205	IFB-21048 HVAC Replacement & Fire Alarm Upgrades at North Bend Pre-K to 8 School #081	Open	4/16/2021	3/18/2021	Heating and cooling and air conditioning HVAC construction and maintenance services	IFB: Invitation for Bid	Baltimore City Public Schools
BPM023133	IFB-21042 VPU (HVAC) Replacement at Collington Square Pre-K to 8 School #097	Open	4/15/2021	3/18/2021	Heating and cooling and air conditioning HVAC construction and maintenance services	IFB: Invitation for Bid	Baltimore City Public Schools
BPM022234	Transportation Planning Consultant Services	Open	4/19/2021	3/18/2021	Management advisory services	RFP: Double Envelope Proposal	The Secretary's Office
BPM023283	Environmental Consulting Services	Open	4/16/2021	3/18/2021	Environmental protection	RFP: Double Envelope Proposal	Department of the Environment
BPM023284	ASI-814-21 RESOURCES FOR STUDENTS WITH COGNITIVE DISABILITIES	Open	4/15/2021	3/17/2021	Education and Training Services	Public Notice	Baltimore County Public Schools



2 3 4 5 6 7 > 90 Result(s)

eMMA Public Contracts Search

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New Vendor? Register Now



Public Solicitations



Public Contracts



Vendor Search

[New Vendor? Register Now](#)[Vendor Search](#)[Public Solicitations](#)[Public Contracts](#)[Accessibility](#)[English](#)[Public Contracts](#)

Keywords

Commodities

Status

Window

Q Search

Reset

Keyword: Window

[Advanced Search](#)

Filters Keywords: Window X

[Contract Title](#)[Vendor](#)[Contract Type](#)[Effective Date](#)[Expiration Date](#)[Publish Date](#)[Public Solicitation ID](#)[Microsoft Windowa Enterprise](#)

SHI

Individual

6/1/2020

10/31/2021

3/4/2021

[B-300-201-001 Resealing / Repair of Windows & Masonry Caulking at the Peoples Resource Center](#)

East Coast Building Services, Inc.

Individual

5/26/2020

5/26/2021

9/25/2020 BPM017768

[Safety and Security Window Film for MPT](#)

AP Corp

Individual

12/16/2019

4/17/2020

12/11/2019 BPM016049

3 Result(s)



Public Contract: CTR002253 - B-300-201-001 Resealing / Repair of Windows & Maso...

Contract Title B-300-201-001 Resealing / Repair of Windows & Masonry Caulking at the Peoples Resource Center	Effective Date 5/25/2020	Contract ID CTR002253	Alternate ID 001IT821113
Vendor East Coast Building Services, Inc.	Expiration Date 5/25/2021		
Contract Type Individual			
Contract Amount 189,600.00	USD		
Procurement Officer / Buyer Daryl MOORE		Email daryl.moore@maryland.gov	
Linked Solicitation BPM017768: B-300-201-001 Resealing / Repair of Windows & Masonry Caulking at the Peoples Resource Center			
Statewide Contract No			
Federal Funding No			
Green Contract			
VSBE Goal Yes			

Contract Scope

Organizations
Department of General Services

Commodities
Building and Construction Machinery and Accessories

Procurement Forecast

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

Enter search term

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Procurement Forecast Portal

Welcome to Maryland's Procurement Forecast Portal for Fiscal Year 2023.

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 by Agency

Search by Procurement Categories

Search by Contract Value

Search by Region

Search by Projected Advertisement Dates

Mining Public Data

Procurement Forecast Video

Procurement Forecast Slide Deck

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Procurement Forecast <https://gomdsmallbiz.maryland.gov/>

Consolidated View



Agency Name	Incumbent Name	Current MBE/DBE Participation	Description	Estimated Advertisement Date	Estimated Total Contract Award (no options)	Term of Contract	PO Name	PO Phone	PO Email
Environment	Chesapeake Geosciences Inc.	29.00%	Removal of hazardous and petroleum substances	To Be Determined	\$10,000,001 to \$20,000,000	5 years or more	TBD		
Military			Preserving World War II Murals. Small Business Reserve Procurement.	To Be Determined	\$100,000 to \$500,000	To be Determined	Shareda Holifield	410-350-1967	Shareda.Holifield2@maryland.gov
Transportation - Aviation	Johnson, Mirmiran & Thompson, Inc.	15.60%	Real Estate Consulting Support Services at BWI Thurgood Marshall and Martin State Airports	Q4 (April-June 2023)	\$1,000,001 to \$5,000,000	5 years or more	Gayle Mealy	410-859-7331	gmealy2@bwiaiport.com
Workers Compensation	Hamilton Enterprises	25.00%	Audit to verify validity & accuracy of the annual information report (IC-1)	Q2 (Oct.-Dec. 2022)	\$15,000 to \$99,000	Less than 1 year	Christine Herrman	410-864-5256	cherrman@wcc.state.md.us
Transportation - Port Administration	Today Media Custom Communications	30.56%	Port of Baltimore Magazine	Q2 (Oct.-Dec. 2022)	\$500,001 to \$1,000,000	5 years or more	Trisha O'Neal		
Housing and Community Development	Pinnacle Communications	SBR	Digital Marketing Services	Q2 (Oct.-Dec. 2022)	\$100,000 to \$500,000	1-2 years	Paul Dickman	301 429 7697	paul.dickman@maryland.gov
Health			Laboratories Administration - Courier Services	Q3 (Jan.-March 2023)	\$1,000,001 to \$5,000,000	5 years or more	Darlene Norman	443-681-8623	Darlene.Norman2@maryland.gov
Environmental Services	Stronghold Security	30.00%	Security Services for Dickerson Compost Facility	Q3 (Jan.-March 2023)	\$100,000 to \$500,000	1-2 years	Hattie Crosby	410-729-8511	hcrosby@menv.com


Board of Public Works

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



HOME MEETINGS PROCUREMENT WETLANDS

 MARYLAND
Board of Public Works 



Governor Hogan, Treasurer Davis and Comptroller Franchot.

BPW Meetings

- [Meeting Information](#)
- [BPW Meeting Documents](#)
- [Live Meeting Broadcast](#)
- [Meeting Calendar](#)

Publications

- [All Publications](#)
- [Reports Due to BPW](#)
- [Advisories](#)
- [Debarments](#)
- [Pending Regulations](#)
- [PAAR](#)

About BPW

- [Staff](#)
- [Organizational Chart](#)
- [Directions and Parking](#)

Spotlight

- [FY 2023 State Tax Rate](#)
- [FY 2022 State Tax Rate](#)
- [Maryland Department of Health - Coronavirus Disease 2019 \(COVID-19\) Information](#)
- [FY 2021 Payment of Employee Health Care Expenses Report](#)
- [eMaryland Marketplace Advantage \(eMMA\) Registration Now Open!](#)
- [NASPO State Preference Repository](#)

[Meeting LiveStream](#)

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DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
August 31, 2022

REVISED

Contact: Courtney League 410-767-5516
courtney.league@maryland.gov

23-C. **CONSTRUCTION CONTRACT**
Department of Health

Contract ID: Sidewalk Replacement - Holly Center; MR-000-220-002
ADPICS No.: 001B2600520

Contract Description: Replacement of sidewalk at the Holly Center in Salisbury.

Award: Colossal Contractors, Inc., Burtonsville, MD (SBE, MBE)

Contract Term: 120 Calendar Days

Amount: \$397,207

Procurement Method: Competitive Sealed Bidding (SBR - Designated)

Bids:

Bidders	Amounts
Colossal Contractors, Inc.; Burtonsville, MD	\$ 397,207
AJ Homes, LLC; Salisbury, MD	\$ 398,864
Stratified, Inc.; Washington, DC	\$ 465,015
RSD Construction, LLC; Hebron, MD	\$ 489,000
Mission Contracting, Inc.; Lanham, MD	\$ 491,000
C & N Associates, LLC; Glenn Dale, MD	\$ 524,372
Harper & Sons, Inc.; Easton, MD	\$ 693,344
Warwick Supply & Equipment Co., Inc.; Hunt Valley, MD	\$ 719,800

MBE/VSBE Participation: 10% / N/A

Performance Security: Performance and payment bonds for 100% of contract amount.

Incumbents: N/A

OSP 27



DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
August 31, 2022



Contact: Courtney League 410-767-5516
courtney.league@maryland.gov

24-C. **CONSTRUCTION CONTRACT**
Military Department

Contract ID: CSMS Surface Equipment and Automotive Maintenance Facility at Havre de Grace Readiness Center; M-500-180-004
ADPICS No.: 001B3600077

Contract Description: Construct a new Combined Support Maintenance Shop (CSMS) which will include a Surface Equipment Maintenance Facility (SEMF) and Automotive Maintenance Facility (AMF) at Havre de Grace Readiness Center in Harford County. The CSMS will be a multi-functional maintenance facility that will sustain the readiness of the force by performing maintenance on military equipment and other federal equipment.

Award: Towson Mechanical, Inc.; Parkville, MD

Contract Term: 550 Calendar Days

Amount: \$32,922,000

Procurement Method: Competitive Sealed Bidding

Bids:

Bidders	Amounts
Towson Mechanical, Inc.; Parkville, MD	\$ 32,922,000.00
Encon Corporation; Bladensburg, MD	\$ 42,923,500.00
Kimball Construction Company, Inc.; Baltimore, MD	\$ 52,827,471.19

MBE/VSBE Participation: 35% / 5%

Performance Security: Performance and payment bonds for 100% of contract amount.

Incumbent: N/A

State Contracting Pipeline

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SBR PROGRAM REPORTING TOOLKIT

MBE PROGRAM REPORTING TOOLKIT

VSBE PROGRAM REPORTING TOOLKIT

Read the September edition of our Small Biz Bulletin!

Attention SBR & VSBE Vendors
If you are experiencing problems with certification or recertification in eMMA, call us for assistance at 410-697-9600.

TOP WEBSITE PICKS

- NEW - 2022 Expanding Opportunities Magazine
- eMaryland Marketplace Advantage (eMMA)
- Maryland Financial Incentives for Businesses
- Maryland Business Express
- Maryland Entrepreneur Hub
- SBR Liaisons
- MBE Liaisons
- VSBE Liaisons
- MBE Rights & Responsibilities
- FY2021 Customer Service Annual Report

MINING PUBLIC DATA

eMaryland Marketplace Advantage (eMMA)

- Video
- Slide Deck

Procurement Forecast

- Video
- Slide Deck

Board of Public Works

- Video
- Slide Deck

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Put it all Together



Small
Procurement
- Category I

Small
Procurement
- Category II

Small
Procurement
- Category III

Formal
Procurement



eMaryland Marketplace
Advantage (eMMA)



Procurement Forecast

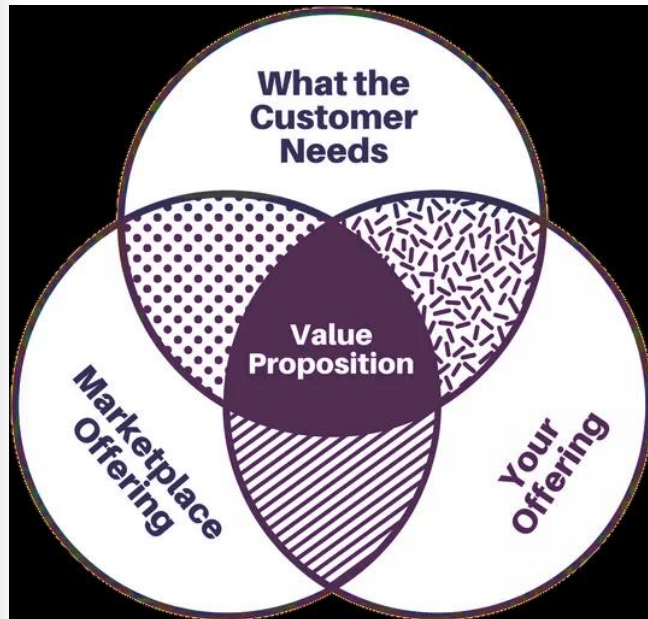


Board of Public Works

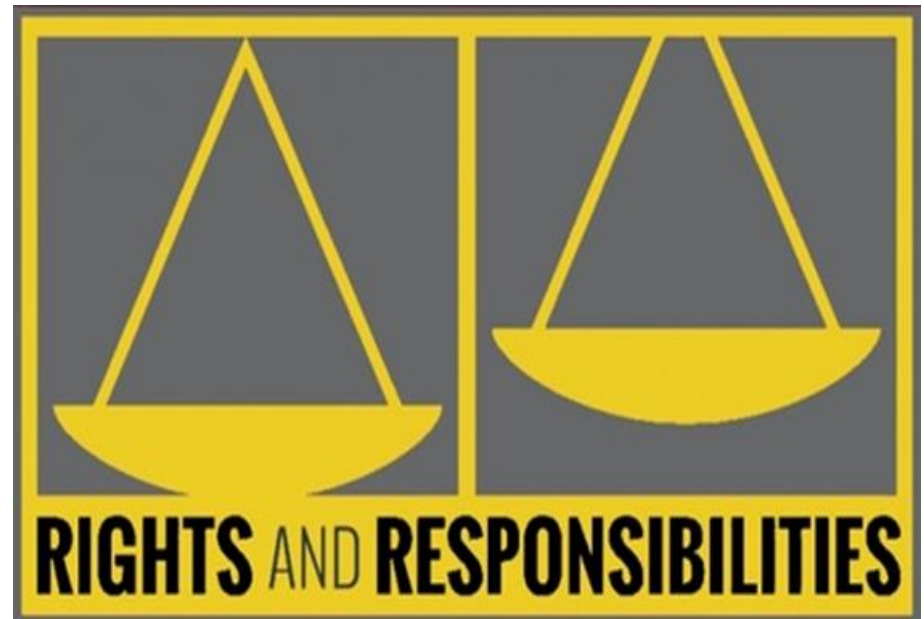


Compete with Confidence

Clearly Define Your Value Proposition



Understand Your Rights & Responsibilities



The Bottom Line





POP QUIZ!

1. All solicitations published on eMaryland Marketplace Advantage (eMMA) are above what dollar threshold?
2. Is MBE/VSBE certification required in order to work on a state-funded contract as a Subcontractor?
3. Contracts designated to the SBR Program are prime contracts. (T/F)
4. Certified MBE firms may only perform as Subcontractors. (T/F)
5. Where can you mine data on contracts that have already been awarded?



Alison Tavik

Director, Communications & Outreach

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