



Know Your Customer

Technical Training Classroom Webinar

June 22, 2021

Maryland is OPEN for Business



The Hogan Administration remains focused on growing the private sector, creating new jobs, and improving the statewide economy.

Maryland's economy is the 9th least hit by the pandemic

(Source: WalletHub)


\$250+ million COVID Emergency Relief

- Grants & loans
- Manufacturing programs
- Restaurant & catering relief
- Entertainment venues, lodging & accommodations relief
- Nonprofit recovery initiatives

Maryland is OPEN for Business

Let's end COVID Maryland. We are in this together!

<https://govstatus.egov.com/md-coronavirus-business>

 MARYLAND CORONAVIRUS (COVID-19)
Information for Business

Home

Business Closures, Restrictions, and Enforcement

Offers, Donations and Volunteer Resources

Employer and Worker Assistance

Financial Assistance

County Resources

Taxes & Licensing

Maryland's COVID-19 Business Response

The federal Paycheck Protection Program began accepting applications again on January 11, 2021.

The State of Maryland is taking proactive steps to minimize the impact of COVID-19 across our state.

With sustained vaccine progress and significant improvements in all of the state's key data metrics, Governor Larry Hogan has announced new actions to further ease the COVID-19 restrictions, by lifting many capacity limits but maintaining mask and social distancing mandates. [Read the latest announcement.](#)

The bipartisan [Relief Act of 2021](#) was signed into law on February 15, 2021, and includes more than \$1 billion in tax relief and economic stimulus for struggling families and small businesses who are suffering as a result of the COVID-19 pandemic. [Here is a summary of the Relief Act.](#)

The Maryland Department of Commerce expects to accept applications for new Relief Act funding in late March. Please continue to check this website for updates. When available, details about these Relief Act programs for business will be updated on the [Financial Assistance page](#).

As businesses transition to reopening, we will share guidance, directives and best practices for Maryland's companies at open.maryland.gov/backtobusiness.

To help meet the increased demand of businesses reopening, the Maryland State Department of Education continues to expand open child care sites in Maryland. Additional guidance is available.

For additional information, please visit the pages below:

- [Business Closures, Restrictions, and Enforcement](#)
- [Employer and Worker Assistance](#)
- [Financial Assistance](#)
- [Offers, Donations and Volunteer Resources](#)
- [Licensing & Taxes](#)
- [County Resources](#)

"We are all in this together, and we will only get through this if we work together." - Governor Larry Hogan



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

- Connect small businesses to greater economic opportunities
- Oversight, monitoring, and compliance of three socioeconomic procurement programs across 70 state agencies/departments
- Conduct statewide outreach and training programs
- Host online resources for small business growth and development

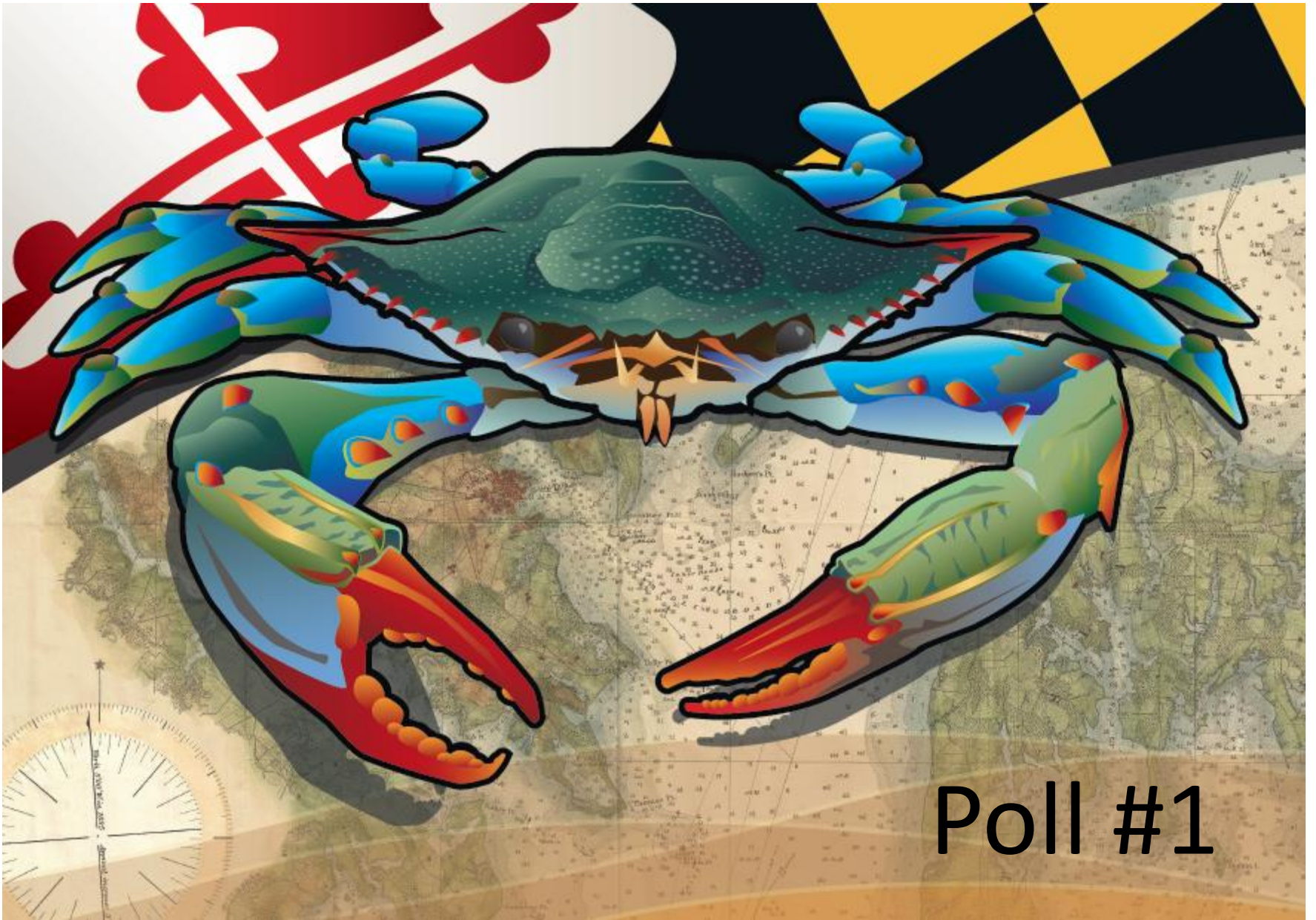
<https://gomdsmallbiz.maryland.gov/Pages/default.aspx>

Know Your Customer

AGENDA

- **Basic Expectations**
- **Stock Your Toolbox**
- **Doing Business with the State of Maryland**
- **State Contracting Pipeline**





Poll #1

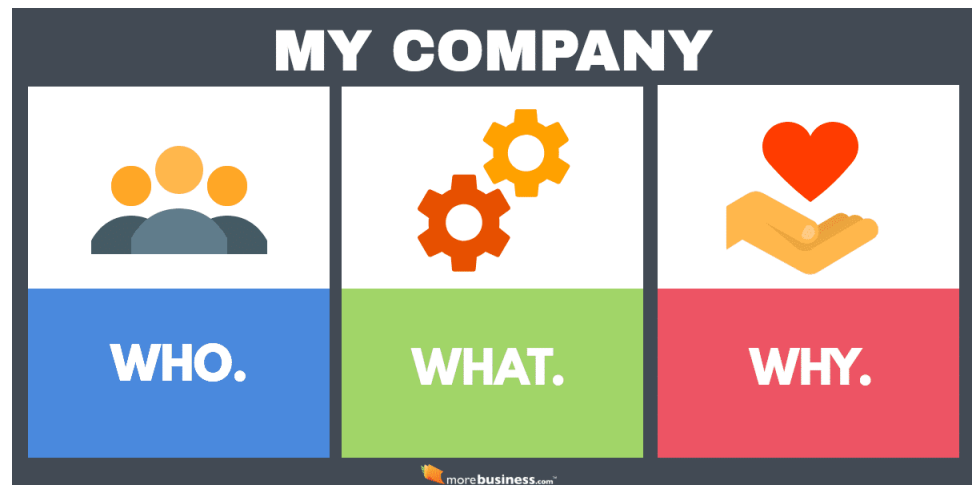
Basic Expectations

- Business Plan
- Cash Management Plan
- Marketing Plan
- Customer Engagement Plan
- Technology Plan
 - Website
 - Email address
 - Electronic payment methods

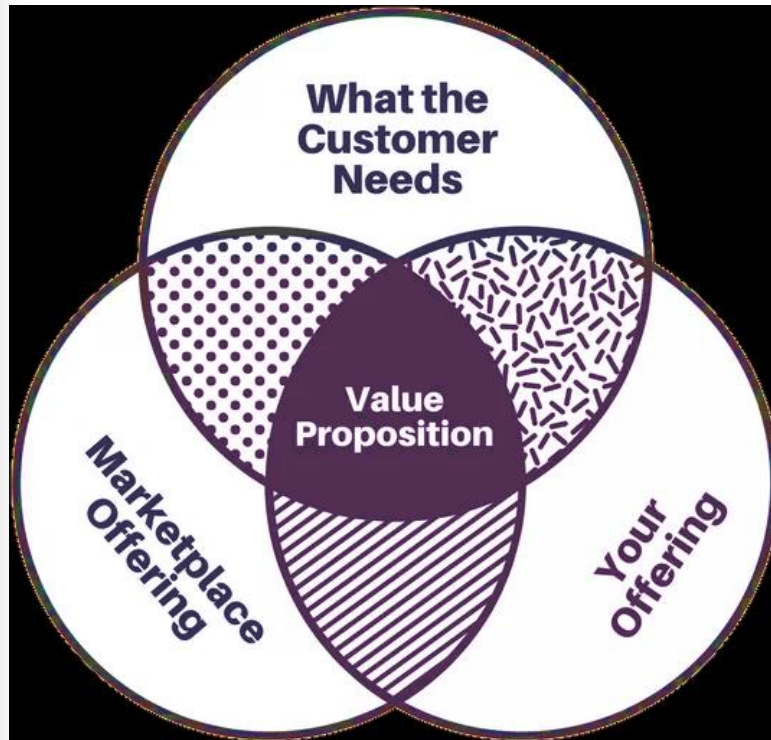


Know Your Company

- Don't try to be all things to all people
- Identify your niche
- Understand your strengths & weaknesses
- Know your competitor's strengths & weaknesses
- Lead with expertise
- Prove it with past performance



Know Your Value Proposition



The value proposition serves as the connection between a company and its customers.

- Harvard Business School's
Institute for Strategy &
Competitiveness

- **Needs**
- **Services**
- **Cost**

Capability Statement

The BASICS

- Absolutely necessary
- First impressions matter
- Door-opener
- Electronic & paper formats

The DESIGN

- 1 page; front only
- Fancy graphics are not necessary
- Title: “Capability Statement”

The image displays several examples of professional Capability Statement documents. The most prominent one is for Tower Transition Logistics, LLC, which is centered and overlaid on other templates. This document includes sections for: **General Information** (Year Formed: 2002, Location: Darwin City, Australia), **Core Competencies** (Onsite and Remote Helpdesk Support, Microsoft Cloud Computing Services, etc.), **Who we are** (Tower Transition Logistics is a company comprised of experienced drivers), **Geographical Scope** (Service areas in Darwin, Australia), **Assets** (Dedicated Fleet, GPS Tracking, etc.), **Core Competencies** (Carrier Services, Full Truck Load (FTL), Less than Truck Load (LTL), etc.), **Contract Manufacturing** (Fabrication, Machining, etc.), **Vendor Codes** (CAGE CODE: 87M1V3, etc.), **Past Performance** (Logos for Diaw Foods and DBE Certified), and **Geographical Scope** (Logos for VOSB and SDVOSB).

Capability Statement

CONTENT

- Logo
- Contact information
- Company data
- Core competencies
- Past Performance
- Differentiators

AUDIENCE

- Customize it!
- Make multiple versions
- Create a boilerplate
- Update core content as necessary

CAPABILITY STATEMENT Your Logo Here

TargetGov Tip: This is a content & design template. Show your logo and contact information, with a specific person's name, phone and email

Core Competencies

Tailor your Capability Statement to reflect your audience. An example first sentence is, "[Your Company] is able to help the [Target Agency or Prime Contractor] in their requirement for [specific requirements]."

Short introduction statement relating the Company's Core Competencies to the agency's specific needs followed by keyword heavy bullet points.

TargetGov Tips:

- No long paragraphs
- Use short sentences followed by keyword heavy bullet points
- Create a new document for each agency mission or specific opportunity
- Call this document a Capability Statement
- Preferably, this Capability Statement is one page, one side
- Go to two sides only if **absolutely necessary**
- Save and distribute as a PDF, not a Word, PowerPoint or other format

Differentiators

Identify what makes you different from your competitors and how this benefits the targeted agency. Use metrics

TargetGov Tip: Relate your key differentiators to the needs of the agency, prime or teaming partner.

Use metrics – what have you done in your company's history. Create x amount, done x number of times, etc.

Company Data

Put one very brief paragraph of company description detailing pertinent facts here.

TargetGov Tip: Readers will visit your website for additional information. Make sure your website is constantly updated and government-focused.

List Specific Codes:

- Socio-economic certifications: B(a), HUB Zone, SDVOB, etc.
- DUNS
- NAICS
- CAGE Code
- Accepts Credit and Purchase Cards
- GSA Schedule Contract Number(s)
- Other Federal Contract Vehicles
- BPA's and other federal contract numbers
- State and other contract numbers

Past Performance

List past customers for whom you have done similar work. Prioritize by related agency, to all federal to other governments to commercial contracts. If the past projects do not relate to the targeted agency's needs, do not list. Only list past performance from the past 3 years.

Formatting: Name of the Agency, Department, or Company. Contract # (if applicable). Value, Timeframe, Brief description of the work done. Include metrics or customer benefits. End with Contract: Name, Position/Title, Email, Phone

TargetGov Tip: Ideally, include specific contact information for immediate references. Include name, title, email, and phone.

Your address, phone numbers (voice, mobile, and fax), email, website, and other related contact information
© TargetGov 2018 (remove the copyright from your final version)

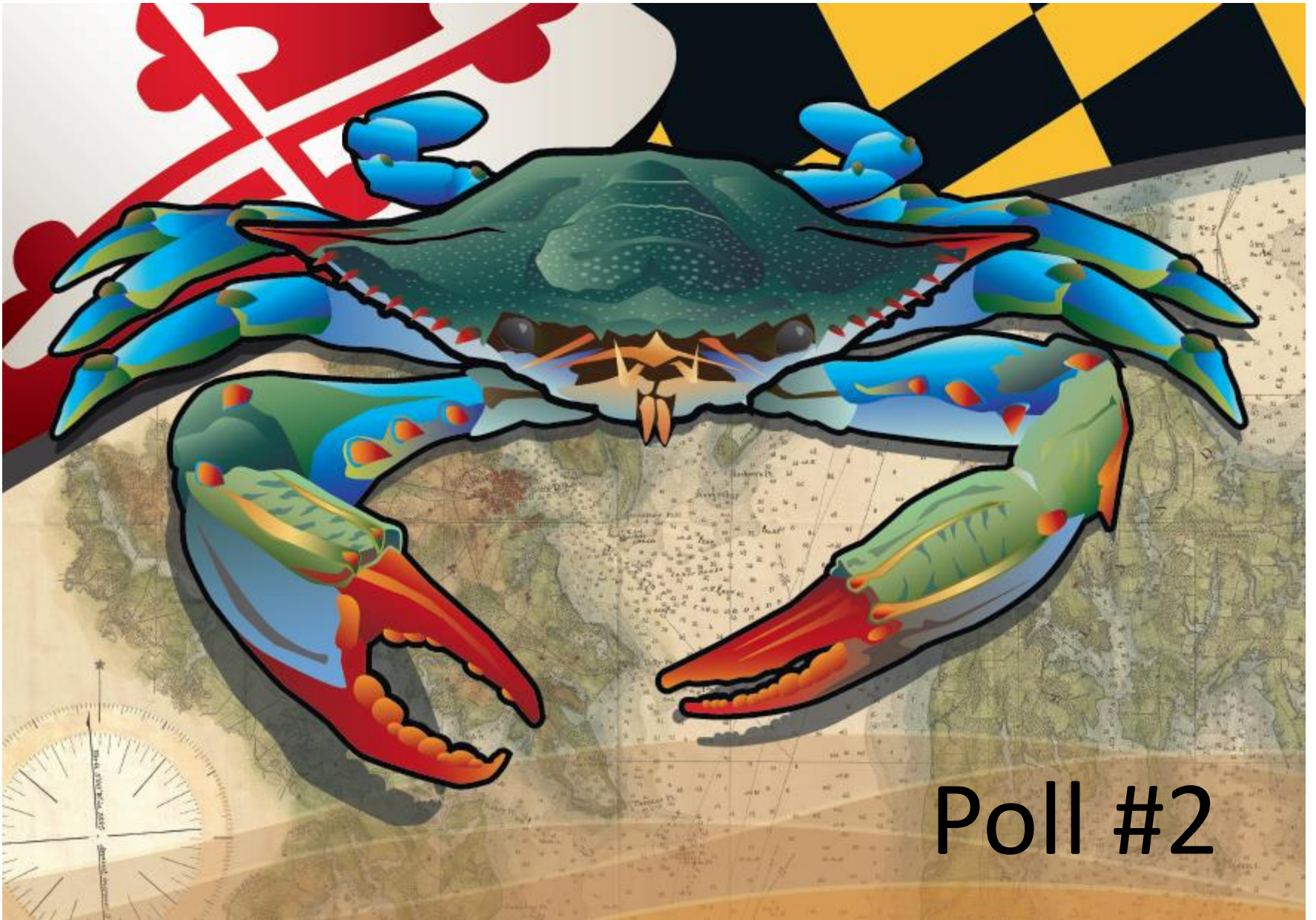


Perfect Your Pitch

- The Elevator Pitch is alive and well
- Choose every word carefully
- Describe what you do; how do you help existing customers
- Communicate your value proposition and differentiators
- Engage with a question
- Practice, practice, practice

Example:

“My company develops mobile applications that businesses use to train their staff remotely. This means senior managers can spend time on other important tasks. We actually visit each customer to identify their specific needs, which is a unique practice in our industry. As a result, 95 percent of our clients are happy with the first version of their app. So, how does your organization handle new employee training?”



Poll #2



Doing Business with the State of Maryland

6 Things You Need to Know

1. “Good Standing” status is required.
2. The State of Maryland doesn’t buy anything; agencies & departments procure things.
3. All solicitations over \$15,000 must be posted on eMaryland Marketplace Advantage (eMMA).
4. Virtually all contracts are evaluated for small, minority, women and veteran-owned business inclusion.
5. Certification in a socioeconomic programs is an added value
6. State procurement is open and transparent.



Know Your Customer

Your business must be in Good Standing with the Maryland Department of Assessments and Taxation.

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



Online Services

- › Maryland Business Express
- › Order a Certificate of Status
- › UCC Online Filing & Search
- › Search the Business Database
- › Search the Real Property Database
- › Homeowners' & Renters' Tax Credit Application
- › Homestead Application

Quick References



Covid-19 News and Announcements



Know Your Customer

All solicitations over \$15,000 must be publically posted (advertised) 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](#)



Know Your Customer



- Learn how to navigate this system
- Maintain your profile
- Assign roles
- Update your profile as needed
- Use the FAQs, QRGs and Vendor Training Videos
- When you need help, ask
 - Contact the eMMA Help Desk



Know Your Customer

Certification in a socioeconomic program 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.



State Procurement Programs

Small Business Reserve (SBR) Program

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

Minority Business Enterprise (MBE) Program

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

Veteran-Owned Small Business Enterprise (VSBE) Program

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

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



What is Procurement?

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



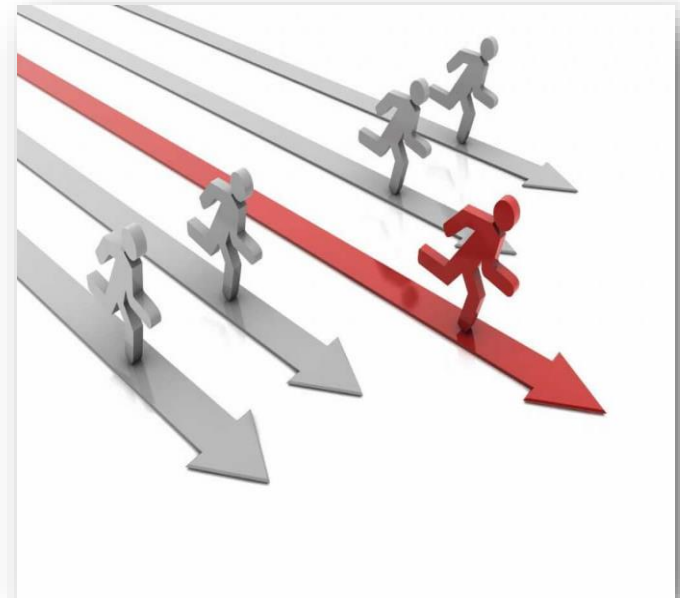
*COMAR Title 21,
Section 21.01.01.03*





Competition is Key

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





Basic Procurement Terminology

- SF&P
- RFP
- Offeror
- Master Contract
- Statewide Contract
- Task Order
- COMAR
- IFB
- Bidder
- NTP
- IDIQ
- Payment Report





Typical Solicitation Process

- 1. Planning**
 - Cost estimate, budget approval, timeline, key personnel
- 2. Document Preparation**
 - Technical, administrative, and contractual requirements finalized
- 3. Publication**
 - eMaryland Marketplace Advantage (eMMA)
 - Over \$15,000
- 4. Pre-Bid/Proposal Conference**
 - Buyers explain scope of work & answer questions
 - Identify potential bidders/offerors
- 5. Receive Bids/Proposals**
 - Public bid opening



Typical Solicitation Process

6. Evaluate Responses

- Lowest responsive & responsible bid
- Most advantageous responsive” & responsible offer

7. Notify Vendors

- Provide debriefings for unsuccessful offerors

8. Recommend Award

- Obtain signed contract and forms from winning vendor
- Receive internal approvals

9. Receive Final Award Approval

- BPW

10. Issue NTP

- Notice to Proceed!





Procurement Methods

Invitation for Bid (IFB)

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

The award is made to the responsive and responsible bidder who submits the **lowest 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 made to the responsive and responsible offeror whose proposal is **most advantageous**.

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

Late submissions are NEVER, EVER accepted.



Purchasing Categories

Small Procurement – *Category I:*

- \$5,000 or less
- Can use oral, written, or published solicitation to obtain quotes
- Encouraged to solicit quotes from small & minority businesses
- Award is based on the procurement officer's judgement

Small Procurement – *Category II*

- \$5,001 - \$15,000
- Can use oral, written, or published solicitation to obtain quotes
- Encouraged to solicit quotes from small & minority businesses
- Award is based on the procurement officer's judgement

Direct Solicitation



Purchasing Categories

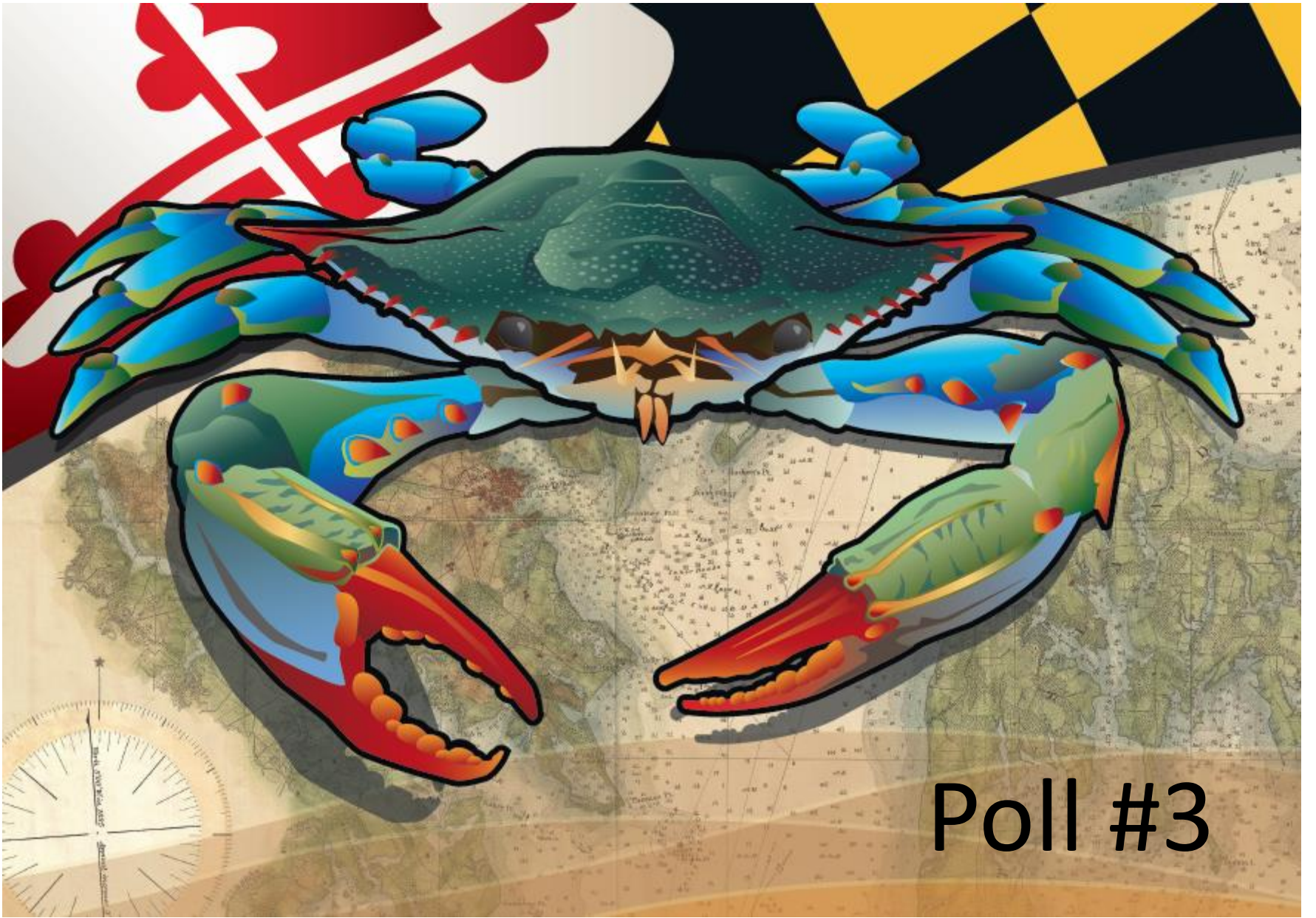
Small Procurement – *Category III:*

- \$15,001 - \$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

Open Competition



Poll #3



CUSTOMER = STATE AGENCY/DEPARTMENT

Prime Contractor

- Read thoroughly and follow instructions to the letter
- Attend the pre-bid meeting
- Don't guess or assume anything; ask questions until you are sure
- There is no penalty for asking questions
- Conduct your MBE outreach efforts early; cast a broad net
- Keep records of all outreach activity
- Complete the required MBE or VSBE paperwork correctly; failure to do so could eliminate you from consideration
- MBEs performing as a prime contractor may fulfill a maximum of 50% of a stated contract goal
- Request a debrief if you are not the apparent awardee

Late submissions are NEVER, EVER accepted.



CUSTOMER = PRIME CONTRACTOR

Subcontractor

- Try to respond to all requests for quotes from prime contractors
- Document all correspondence
- Don't submit quotes in a vacuum - know overall project & know your scope of work
- Follow up on all quotes
- Never sign any blank forms and keep copies of everything you sign
- Introduce yourself to the MBE Liaison at the State agency
- Identify your primary point-of-contact with the prime contractor
- Submit monthly payment forms throughout the life of the contract
- Do what you say you are going to do



State Contracting Pipeline



eMaryland Marketplace Advantage
(eMMA)



Procurement Forecast



Board of Public Works



eMMA Vendor Registration

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

Welcome to eMaryland Marketplace Advantage (eMMA)



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

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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

Quick Reference Guides

Vendor QRGs

Quick Reference Guides (QRGs)

1 - eMMA QRG Registering
as a Vendor

2 - eMMA QRG Managing
Vendor Profile

3 - eMMA QRG Viewing
Open Solicitations

4 - eMMA QRG Responding to
Solicitations (IFB)

5 - eMMA QRG Responding to
Solicitations (RFP)

6 - eMMA QRG Viewing
Awarded Contracts

eMMA Vendor Registration

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

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[Public Solicitations](#)



[Public Contracts](#)



[Vendor Search](#)

eMMA Search – Public Solicitations



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



Public Solicitations

Keywords
 Keyword: Water

Category: Status:

> Advanced Search

Filters Status: Open Keywords: Water



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
BPM022176	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

Keon POMPEY

Email

Keon.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 Search – Public Solicitations


Advanced Search

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

[<](#) [↻](#) | **Public Solicitations**

Keywords

Category Status

 **Advanced Search**

Type Authority SBR Designation SBE Goal

Award Status Agency MBE Goal MBE Sub-Goal

Sub Agency VSBE Goal DBE Goal

Site



Public Solicitations

Keywords

Category Status

> Advanced Search

Filters MBE Goal: Status: Open

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	IFB-21-21 RESOURCES FOR STUDENTS WITH COGNITIVE DISABILITIES	Open	4/15/2021	3/17/2021	Education and Training Services	Public Notice	Baltimore County Public Schools

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



Public Contracts

Keywords: Commodities: Status:

Keyword: Window

> Advanced Search

Filters Keywords: X Window



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/>

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

Enter search term

COVID-19 HEALTH RESOURCES
Learn more from MD Department of Health

HOME MBE PROGRAM SBR PROGRAM VSBE PROGRAM RESOURCES **PROCUREMENT FORECAST**



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- > About Us
- > FAQs
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GoVAX Safe and Effective
Let's end COVID, Maryland.
Click here for the latest vaccine information.



ALERT

- **COVID-19 Information & Resources for Businesses**
- **Maryland Unites! A-to-Z Resources on COVID-19**

TOP PICKS

- Procurement Portal
- eMaryland Marketplace Advantage (eMMA)
- Maryland Business Express
- SBR Liaisons
- MBE Liaisons
- MBE Rights & Responsibilities

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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

Search by Agency

Search by Procurement Categories


Search by Contract Value



Search by Region

Search by Projected Advertisement Dates

Example #1 Search

Maryland GOVERNOR'S OFFICE OF
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All items checked

Search by Procurement Categories Search by Region

Search by Contract Value Q4 (April-June 2021)

Example #1 Results

Partial View

Agency Name	Incumbent Name	Current MBE/DBE Participation Goal	Description	Estimated Total Contract Award (no options)	Term of Contract	PO Name	PO Phone	PO Email
Housing and Community Development	Dovenmuehle Mortgage, Inc.	15.00%	Single Family Bond Funded Mortgage Subservicing	\$5,000,001 to \$10,000,000	5 years or more	Paul Dickman	301-429-7566	paul.dickman@maryland.gov
Transportation - Office of the Secretary	Knott Technology, Inc.	0.00%	Gigamon Wan Software Maintenance FY 18-19	\$15,000 to \$99,000	1-2 years	Joe Palechek	410-865-1137	jpalechek@mdot.maryland.gov
Police	LB&B	30.00%	Crime Lab Building Maintenance	\$1,000,001 to \$5,000,000	5 years or more	DGS	DGS	DGS
Transportation - Port Administration	Marine Technologies, Inc.	0.00%	Seafender Removal	\$15,000 to \$99,000	3-4 years	Olu Fawehinmi	410-385-4568	ofawehinmi@marylandports.com
Stadium Authority	Malstrom Electric, Inc.	12.00%	On-Call General Electrical Services	\$500,001 to \$1,000,000	2-3 years	John Samoryk	410-223-4147	jsamoryk@mdstad.com
Comptroller	NEC Corporation of America	25.00%	PBX III	\$500,001 to \$1,000,000	5 years or more	Mike Balderson	410-260-6330	mbalderson@comp.state.md.us
University of Maryland, Baltimore		0.00%	Microscopes	\$10,000,001 to \$20,000,000	5 years or more	Kristal Burgess	410-706-0772	mailto:kburgess@umaryland.edu
Coppin State University			Resident Hall Bathroom Renovations	\$1,000,001 to \$5,000,000	Less than 1 year	Thomas Dawson	410-951-3792	thdawson@coppin.edu
Housing and Community Development	Dovenmuehle Mortgage, Inc.	15.00%	Single Family Bond Funded Mortgage Subservicing	\$5,000,001 to \$10,000,000	5 years or more	Paul Dickman	301-429-7566	paul.dickman@maryland.gov

Example #2 Search

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

Enter search term

HOME MBE PROGRAM SBR PROGRAM VSBE PROGRAM RESOURCES PROCUREMENT FORECAST

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Search - Description

General Services

Search by Procurement Categories Search by Region

Search by Contract Value Q4 (April-June 2021)

Example #2 Results

Partial View

Procurement Category	Procurement Method	Description	Location/Delivery of Ser	PO Name	PO Phone	PO Email
Supplies and Equipment	Competitive Sealed Bid	REMOVAL.	STATEWIDE	Calvin Gladden	410 767-4281	calvin.gladden@maryland.gov
Maintenance	Other	CENTER (310 & 311 W SAR	CENTRAL MARYLAND	Calvin Gladden	410 767-4281	calvin.gladden@maryland.gov
Maintenance	Competitive Sealed Bid	DGS- UNARMED UNIFORMED GUARD AT HYATTSVILLE DC/MSC	SOUTHERN MARYLAND	Calvin Gladden	410 767-4281	calvin.gladden@maryland.gov
Maintenance	Competitive Sealed Bid	ELEVATOR MAINTENANCE AND REPAIR @ 6 ST. PAUL STREET	CENTRAL MARYLAND	Calvin Gladden	410 767-4281	calvin.gladden@maryland.gov
Supplies and Equipment	Competitive Sealed Bid	STATEWIDE POLICE VEHICLES TYPE 3	STATEWIDE	Allegra Daye	410 767-4032	allegra.daye1@maryland.gov
Supplies and Equipment	Competitive Sealed Bid	STATEWIDE 2021 VANS & SUV'S	STATEWIDE	Allegra Daye	410 767-4032	allegra.daye1@maryland.gov
Supplies and Equipment	Competitive Sealed Bid	STATEWIDE 2021 LIGHT DUTY TRUCKS	STATEWIDE	Allegra Daye	410 767-4032	allegra.daye1@maryland.gov
Architectural Services	Architectural/Engineering	IQC - PROFESSIONAL SERVICES AGREEMENT	STATEWIDE	Trudy Liller	410-767-4296	trudy.liller@maryland.gov
Maintenance	To Be Determined	Kenneth Weaver Building - Repave Parking Lot and Replace Lighting	CENTRAL MARYLAND	Courtney League	410767-5516	courtney.league@maryland.gov
Maintenance	To Be Determined	Hillsboro Natural Resource Police - Building Security	EASTERN SHORE	Courtney League	410767-5516	courtney.league@maryland.gov
Maintenance	To Be Determined	Mount Nebo Wildlife Management Area - Interior Renovations and MOSH Lighting Compliance	WESTERN MARYLAND	Colleen Haynes	410767-4995	colleen.haynes@maryland.gov
Maintenance	To Be Determined	Bear Creek Hatchery - Renovate Office Shop building HVAC, Insulation, Doors	WESTERN MARYLAND	Courtney League	410767-5516	courtney.league@maryland.gov
Maintenance	To Be Determined	Albert Powell Fish Hatchery - Dock and Railing Replacement	WESTERN MARYLAND	Courtney League	410767-5516	courtney.league@maryland.gov
Construction	Competitive Sealed Bid	INSTALL NEW FIRE PANEL	CENTRAL MARYLAND	Colleen Haynes	410767-4995	colleen.haynes@maryland.gov
Construction	Competitive Sealed Bid	REPL RUBBER MEMBRANE/STONE ROOF TO TPO W/OUT ROCK.	SOUTHERN MARYLAND	Colleen Haynes	410767-4995	colleen.haynes@maryland.gov
Construction	Competitive Sealed Bid	REPL ROOF & STONE W/TPO MEMBRANE W/OUT STONE.	EASTERN SHORE	Colleen Haynes	410767-4995	colleen.haynes@maryland.gov
Construction	Competitive Sealed Bid	REMOVE ELEVATOR CARS, CONTROLS & REPL WITH NEW.	EASTERN SHORE	Colleen Haynes	410767-4995	colleen.haynes@maryland.gov

Board of Public Works

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



The header features the Maryland logo on the left, the text "BOARD OF PUBLIC WORKS" in the center, and a search bar below. On the right, there is a Twitter icon and a small circular seal. The background is a collage of the Maryland state flag and the State House dome.

BPW Meetings

- › [Meeting Information](#)
- › [BPW Meeting Documents](#)
- › [Meeting Calendar](#)

Publications

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

About BPW

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

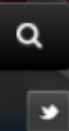
Board of Public Works



Spotlight

- [eMaryland Marketplace Advantage \(eMMA\) Registration Now Open!](#)
- [NASPO State Preference Repository](#)
- [Workforce Healthcare Study Report](#)
- [FY 2017 Small Business Reserve Report](#)
- [Haven Harbor South: Letter + Report & Recommendation](#)
- [2020 State Tax Rate](#)

MEETING BROADCAST LIVE



BPW Meetings

- > Meeting Information
- > BPW Meeting Documents
- > Meeting Calendar

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- > Debarments
- > Pending Regulations
- > PAAR

About BPW

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Board of Public Works Meeting Documents

Board of Public Works Meeting Documents consist of:

- **Agenda** - full-text of each Item before the Board each meeting
- **Summary** - synopsis of each Item before the Board each meeting
- **Audio Recording** - full voice recording for each meeting
- **Transcript** - full written recording for each meeting

Before a meeting, the Agenda is posted - generally ten days in advance. The Summary is posted a few days later. After posting, these two documents may be updated to reflect revised, supplemental, and hand-carried Items.

After a meeting, the Summary is updated with a notation showing the Board's action on each Item. The Audio Recording and the Transcript are added when available.

Note: Our historic files do not contain the full collection of e-documents. You will find:

- 2012-present: Agenda, Summary, Audio Recording, Transcript
- 2009-2011: Summary, Audio Recording, Transcript
- 1995-2009 Summary

2021 Meeting Documents

Doc Title	File Size
1/6/2021	
1/27/2021	
2/10/2021	
2/24/2021	
3/10/2021	
3/24/2021	

(1) Select from the meeting dates provided

(2) Select "Agenda"



DEPARTMENT OF TRANSPORTATION
ACTION AGENDA
February 24, 2021



Contact: Jada Wright 410-545-0330
jwright18@mdot.maryland.gov

5-C. STATE HIGHWAY ADMINISTRATION
Construction Contract

Contract ID: Salt Structure Restorations at Various Locations in Caroline, Cecil, Kent, Queen Anne's, and Talbot Counties; *XX1405B29SB*
ADPICS No.: XX1405B29

Contract Description: This contract is for the salt structure restorations at various locations in Caroline, Cecil, Kent, Queen Anne's, and Talbot Counties.

Awards: Colossal Contractors, Inc. (Certified MBE)
Burtonsville, MD

Contract Term: 03/11/2021* – 12/31/2024 (*or earlier upon BPW Approval)
(1,391 Calendar Days)

Amount: \$228,205 NTE

Procurement Method: Competitive Sealed Bidding

Bids: Colossal Contractors, Inc. \$228,205
Burtonsville, MD

St. Mary's Roofing and Home Improvement LLC \$344,536
Hollywood, MD

Living Wage Eligible: No

MBE Participation: 100%

Performance Security: Performance and Payment Bonds for 100% of the award amount exists for this contract.

Incumbent: St. Mary's Roofing and Home Improvement LLC
Hollywood, MD



DEPARTMENT OF GENERAL SERVICES
OFFICE OF STATE PROCUREMENT
ACTION AGENDA
March 10, 2021



Contact: Debra Roberts 410-767-8715
debra.roberts@maryland.gov

19-S **SERVICES CONTRACT**
Teachers and State Employees Supplemental Retirement

Contract ID: Audit Services - Maryland Supplemental Retirement Plans;
ASC-20 G50B1600001
ADPICS No.: G50P1600011

Contract Description: Audit services for the Maryland Supplemental Retirement Plans.

Award: RSM US LLP; Baltimore, MD

Contract Term: 03/25/2021* - 08/31/2025 (*or earlier upon BPW approval)

Amount: \$305,970

Procurement Method: Competitive Sealed Proposals

Proposals:

<i>Offerors</i>	<i>Technical Rankings</i>	<i>Financial Proposals (Rankings)</i>	<i>Overall Rankings</i>
RSM US LLP; Baltimore, MD	1	\$ 305,970.00 (2)	1
SB & Company, LLC; Owings Mills, MD	3	\$ 239,603.00 (1)	2
BD & Company, Inc.; Owings Mills, MD	4	\$ 363,695.00 (3)	3
UHY LLP Columbia, MD	2	\$1,567,917.11 (4)	4

Living Wage Eligible: Yes

MBE/VSBE Participation: 30% / NA

Performance Security: N/A

Hiring Agreement Eligible: No

Incumbent: SB & Company, LLC; Owings Mills, MD

Put it all Together



eMaryland Marketplace Advantage (eMMA)



Procurement Forecast



Board of Public Works



Compete with Confidence

“If you want to compete with confidence in the state contracting arena, you have to understand how your customers buy things.”

- Alison Tavik





“Know Your Customer” is part of our
TECHNICAL TRAINING CLASSROOM
series.

Alison Tavik

Director, Communication & Outreach

alison.tavik@Maryland.gov