



State Procurement 101

Alison Tavik

Director, Communication & Outreach

March 23, 2021

Agenda

- **Maryland's current business climate**
- **3 Things You Need to Know**
- **Procurement**
- **Solicitation Process**
- **Purchasing Categories**
- **State Contracting Pipeline**
- **Business Intelligence Tools**



Maryland is OPEN for Business

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

- **\$130 million COVID Emergency Relief**

- Grant, loan, and manufacturing programs

- **RELIEF Act of 2021**

- \$10 million in grants for small businesses

- Maryland Department of Commerce
March 30 – April 6

- \$10 million in loans for minority & women owned businesses

- VLT Fund Managers

- **SBR Program Enhancement**

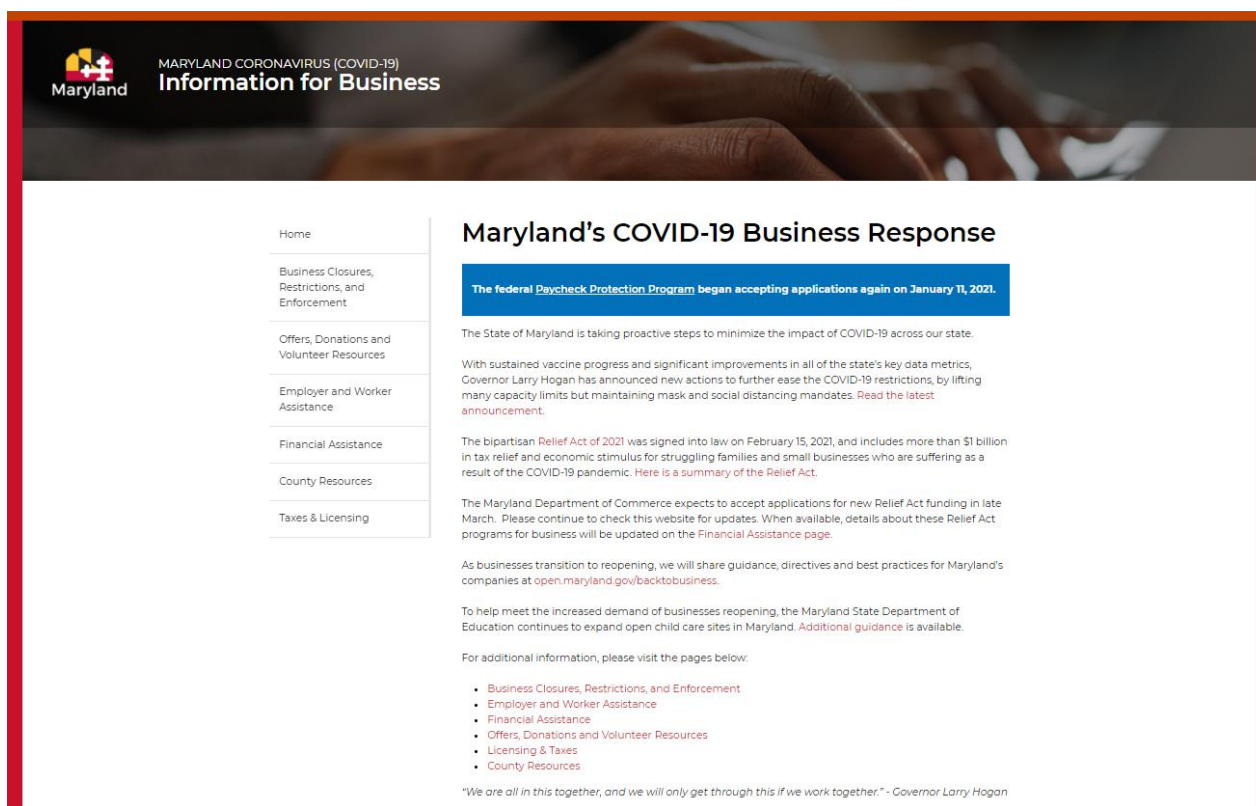
- Executive Order 01.01.2021.01




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

Maryland is OPEN for Business

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

<https://covidlink.maryland.gov/content/vaccine/>



The screenshot shows the Maryland COVID-19 Vaccine page. The header features the Maryland Department of Health logo and the text "WELCOME TO covidLINK". Navigation links include Home, Vaccine (highlighted), Testing, Slow the Spread, Contact Tracing, and FAQs. A link for Language Assistance Services is also present. The main content area has a large orange graphic on the left and a photograph of two healthcare workers in blue scrubs and masks. On the right, a dark gray box contains the heading "COVID-19 Vaccine" and a paragraph about Phase 2 of the vaccination plan. Below the text are four buttons: "Get Vaccinated", "Resources", "FAQs", and "Mass vaccination site pre-registration info".

WELCOME TO covidLINK

Home **Vaccine** Testing Slow the Spread Contact Tracing FAQs

Language Assistance Services

COVID-19 Vaccine

Based on the state's accelerating vaccination rate and an anticipated increase in supply from the federal government, Maryland will enter Phase 2 of its vaccination plan early next week. Eligibility continues to expand: the vaccine will soon be available to all Marylanders over the age of 16.

[Get Vaccinated](#) [Resources](#) [FAQs](#)

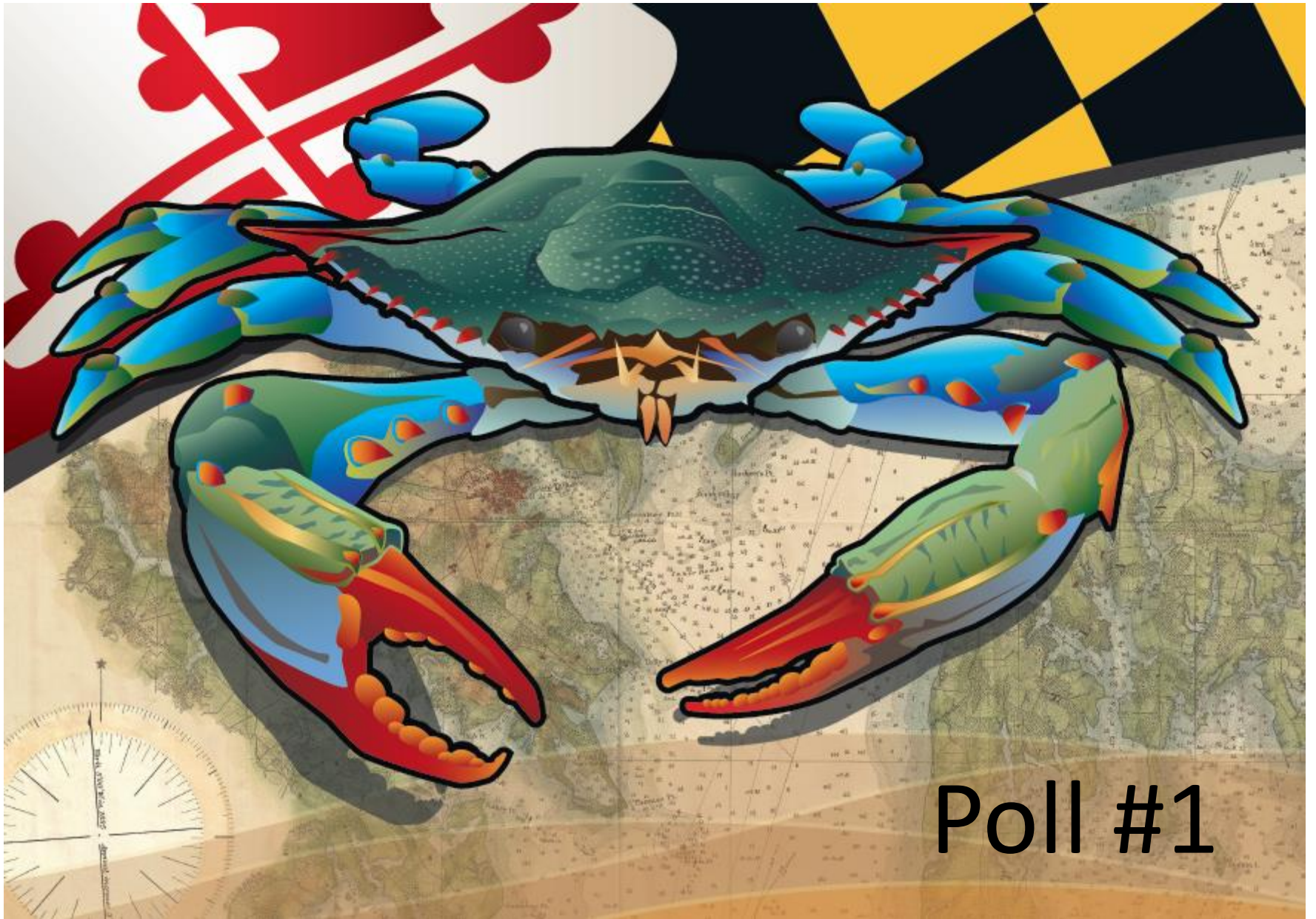
[Mass vaccination site pre-registration info](#)



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>



Poll #1



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.

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 payments from the State must be in good standing with the Maryland Department of Assessments and Taxation.

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

The screenshot shows the homepage of the Maryland Department of Assessments and Taxation (DAT). The header features the Maryland state flag and the DAT logo. Navigation links include Maryland.gov, State Directory, State Agencies, Online Services, and a Translate button. Social media icons for Facebook, Twitter, LinkedIn, and a general 'ALL' link are present. A search bar with the placeholder 'Enter search term' and a magnifying glass icon is located below the header. A yellow banner for 'COVID-19 HEALTH RESOURCES' with a warning icon and the text 'Learn more from MD Department of Health' is also visible. The main navigation menu includes links for HOME, ABOUT, REAL PROPERTY, BUSINESSES, FORMS, REPORTS, TAX CREDITS, and SERVICES. The 'Online Services' section lists various links such as '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', and 'Homestead Application'. A 'Quick References' section is also present. A large banner for 'CHANGING Maryland for the Better' features the text 'CUSTOMER SERVICE PROMISE' and mentions 'Larry Hogan, Governor' and 'Boyd Rutherford, Lt. Governor'. The banner also includes the phrase 'Changing Maryland for the Better'. A 'Covid-19 News and Announcements' section is located at the bottom of the banner area.

Maryland.gov State Directory State Agencies Online Services Translate

Maryland Department of Assessments and Taxation

Enter search term

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

HOME ABOUT REAL PROPERTY BUSINESSES FORMS REPORTS TAX CREDITS SERVICES

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

CHANGING Maryland for the Better

CUSTOMER SERVICE PROMISE
Larry Hogan, Governor • Boyd Rutherford, Lt. Governor

Changing Maryland for the Better


Covid-19 News and Announcements

3 Things You Need to Know

#3 – All vendors receiving payment from the State must be registered in eMaryland Marketplace Advantage (eMMA).

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

Welcome to eMaryland Marketplace Advantage (eMMA)



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!

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.



*COMAR Title 21,
Section 21.01.01.03*



Competition is Key

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





Procurement Authority

Authority flows downward:

- Legislature
- Board of Public Works (\$200,000+)
- Office of State Procurement
 - Maryland Department of Transportation
 - Line agencies (70)

The University System
(11 campuses),
St. Mary's College,
and Morgan State
University
**follow separate
procurement rules.**

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
- **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



Procurement Categories

- Construction
- Construction-Related Services
- A/E Services
- Services
- Information Technology
- Capital Equipment
- Maintenance
- Supplies
- Real Property Leases
- Bank and Financial Services
- Energy Performance
- Commodities



What is a
Master Contract?



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

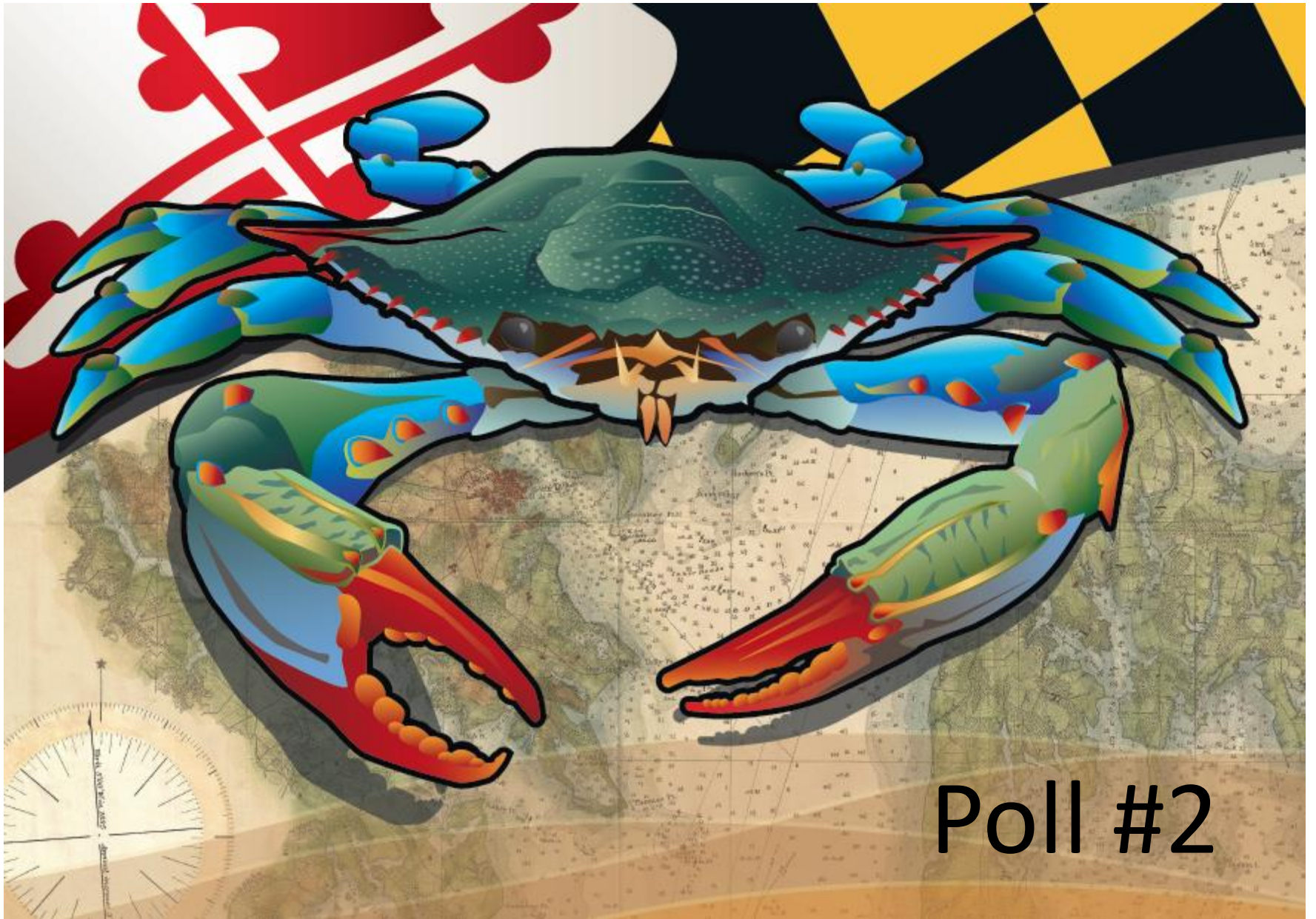
“Responsible” relates to the bidder’s technical capability to deliver the product/service as required; reliability and integrity are also factors.

Applies to both
bids and proposals





Questions?



Poll #2



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!





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, 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 Method



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



Prime Contracting Tips

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

- Read and follow bid instructions to the letter
- Attend the pre-bid meeting
- Conduct your MBE outreach efforts early; cast a broad net
- Keep records of all outreach activity
- Complete the required MBE paperwork correctly; failure to do so could eliminate you from consideration
- Understand the MBE waiver process; high burden of proof that must be met
- Don't guess or assume anything; ask questions until you are sure
- There is no penalty for asking questions
- Late bids will not be accepted
- Late bids cannot be accepted
- Late bids are never accepted

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.



Subcontracting Tips

WHEN BIDDING

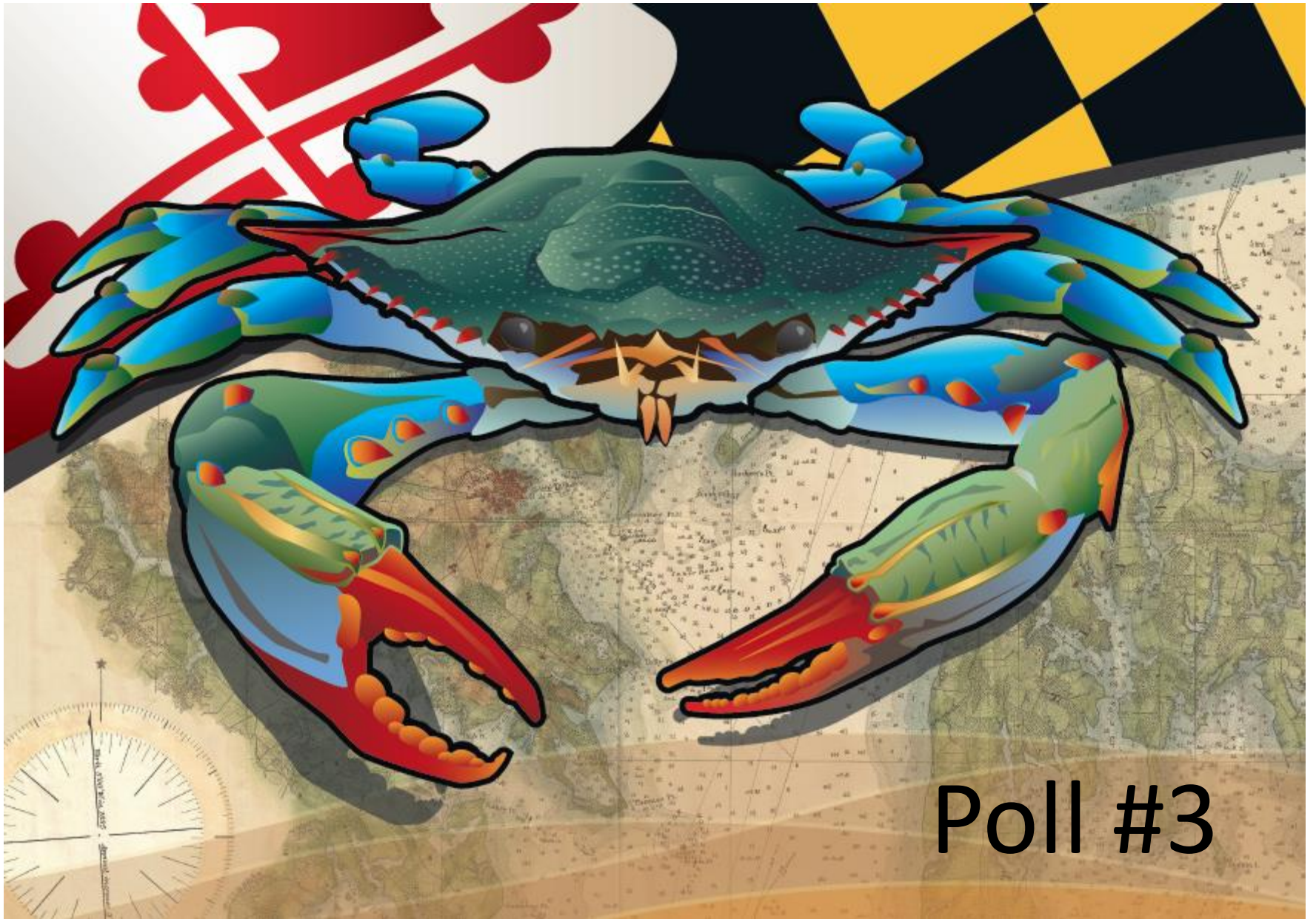
- Know your customer
- Try to respond to all requests for quotes from prime contractors
- Document all correspondence up until the time of bid (names, dates, phone calls, faxes, meetings, etc.)
- Don't submit quotes in a vacuum; know the scope, timeline, etc.
- Never sign a blank MBE form (Unavailability Certificate, Participation Statement)
- Keep copies of everything you sign
- Follow up on all quotes
- Know the expected work schedule
- Do what you say you are going to do



Subcontracting Tips

WHEN PERFORMING

- Introduce yourself to the MBE Liaison at the State agency
- Identify your primary point-of-contact with the prime contractor
- Know when you are expected to perform
- Submit the monthly payment forms throughout the life of the contract
- Do what you said you would do
- Contact the MBE Liaison if any problems arise



Poll #3

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)



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*

 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

Quick Reference Guides

Quick Reference Guides (QRGs)

Vendor 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/>

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*

 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](#)



< 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 HYDROPIILLAR 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
BPM023176	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

The screenshot shows the eMMA website interface for Public Solicitations. At the top, there is a navigation bar with the eMMA logo and links for 'New Vendor? Register Now', 'Vendor Search', 'Public Solicitations' (which is underlined), and 'Public Contracts'. Below the navigation bar is a breadcrumb trail showing '<' and a clock icon, followed by 'Public Solicitations'. The main content area is titled 'Public Solicitations' and contains a search form. The form has 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, which is currently collapsed. To the left of the 'Advanced Search' section is a vertical sidebar with a red arrow pointing to the 'Advanced Search' toggle. The 'Advanced Search' section contains several filters: 'Type' (dropdown), 'Authority' (dropdown), 'Award Status' (dropdown), 'Agency' (dropdown), 'Sub Agency' (dropdown), and 'Site' (dropdown). There are also checkboxes for 'SBR Designation', 'SBE Goal', 'MBE Goal', 'MBE Sub-Goal', 'VSBE Goal', and 'DBE Goal'. Red arrows are also pointing to the 'Keywords' field and the 'Status' dropdown menu.

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: ☒ 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	2018-21 RESOURCES FOR STUDENTS WITH COGNITIVE DISABILITIES	Open	4/15/2021	3/17/2021	Education and Training Services	Public Notice	Baltimore County Public Schools

1

2

3

4

5

6

7

>

90 Result(s)

<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 *

 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



Public Contracts

Keyword: Window



Keywords: Commodities: Status:

[Advanced Search](#)

Filters Keywords:

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 No			
WBE Goal Yes			

Contract Scope

Organizations
Department of General Services

Commodities
Building and Construction Machinery and Accessories

Procurement Forecast

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



Quick Links

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



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

Procurement Forecast

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

Enter search term

HOME MBE PROGRAM SBR PROGRAM VSBE PROGRAM RESOURCES PROCUREMENT FORECAST

Quick Links

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

Procurement Forecast Portal

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

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

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

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

Search - Description

Search by Agency


Search by Procurement Categories

Search by Contract Value


Search by Region



Search by Projected Advertisement Dates

Example #1 Search



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

Enter search term 



HOME MBE PROGRAM SBR PROGRAM VSBE PROGRAM RESOURCES PROCUREMENT FORECAST

Quick Links

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

Procurement Forecast Portal

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

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

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

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

All items checked

Search by Procurement Categories

Search by Contract Value

Search by Region

Q4 (April-June 2021)

Export To Excel

Reset All Filters

Example #1 Results

Partial View

A	D	C	F	I	J	K	L	M
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

f You Tube

HOME MBE PROGRAM SBR PROGRAM VSBE PROGRAM RESOURCES PROCUREMENT FORECAST

Quick Links

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

Procurement Forecast Portal

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

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

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

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

Search - Description

General Services

Search by Procurement Categories Search by Region

Search by Contract Value Q4 (April-June 2021)

Export To Excel

Reset All Filters

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/MS	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>



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

Publications

- > All Publications
- > Reports Due to BPW
- > Advisories
- > Debarments
- > Pending Regulations
- > PAAR

About BPW

- > Staff
- > Organizational Chart
- > Directions and Parking
- > About BPW

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

Select A Year

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



MDOT 14
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



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

Know Your Customer

“If you want to compete with confidence in the government contracting arena, you have to understand how your customer buys things.”

- Alison Tavik



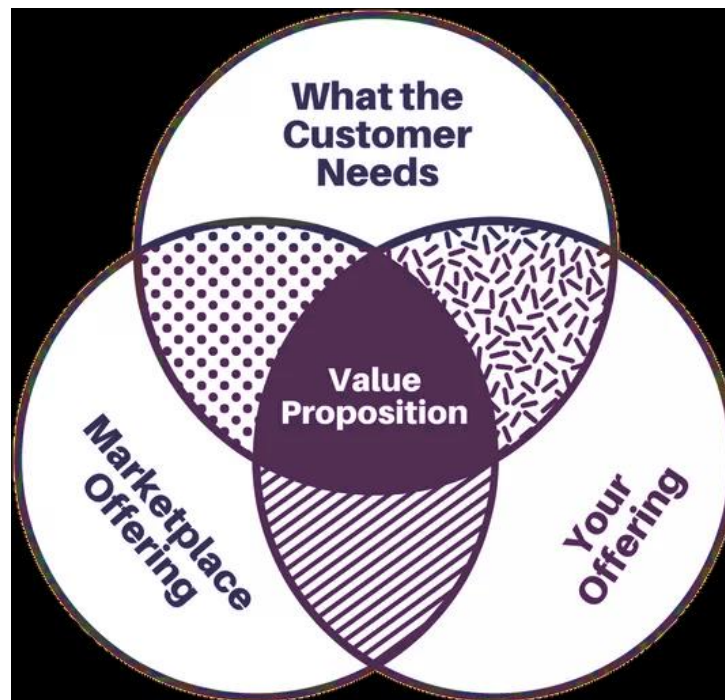
Compete with Confidence

Clearly Define Your Value Proposition

Prime
Contractor

SBR Prime
Contractor

MBE Prime
Contractor



General Sub
Contractor

MBE Sub
Contractor

VSBE Sub
Contractor

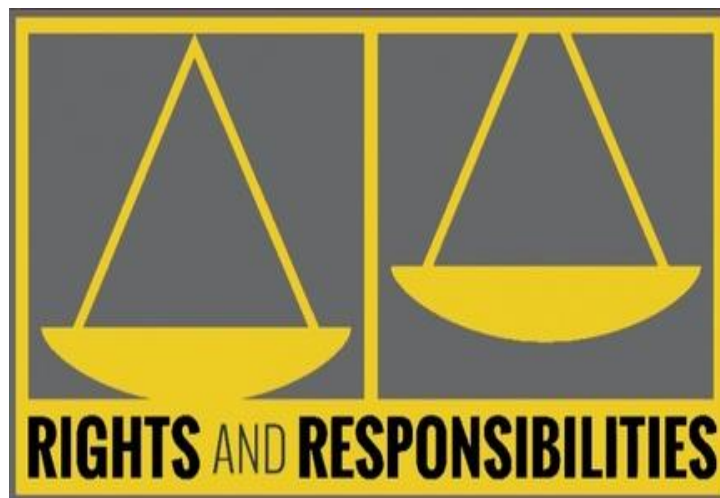
Compete with Confidence

Understand Your Rights & Responsibilities

Prime
Contractor

SBR Prime
Contractor

MBE Prime
Contractor



General Sub
Contractor


MBE Sub
Contractor

VSBE Sub
Contractor

State Procurement 101 - Recap

- **Procurement**
- **Solicitation Process**
- **Purchasing Categories**
- **State Contracting Pipeline**
- **Business Intelligence Tools**
- **Compete with Confidence**





Scratch your
answers on your
note pad.



1. What does “NTP” mean?
2. All solicitations published on eMaryland Marketplace Advantage (eMMA) are above what dollar threshold?
3. Is MBE certification required in order to work on a state-funded contract?
4. When is it okay to submit a bid package after the deadline?
5. Name one Business Intelligence tool.



“State Procurement 101” is part of our
TECHNICAL TRAINING CLASSROOM
series.

Alison Tavik
Director, Communication & Outreach
alison.tavik@Maryland.gov