

# Maryland

DEPARTMENT OF BUDGET  
AND MANAGEMENT

LARRY HOGAN  
*Governor*

BOYD K. RUTHERFORD  
*Lieutenant Governor*

DAVID R. BRINKLEY  
*Secretary*

MARC L. NICOLE  
*Deputy Secretary*

September 30, 2019

The Honorable Clarence Lam  
Senate Chair, Joint Committee on Fair Practices and  
Personnel Oversight  
420 Miller Senate Office Building  
Annapolis MD 21401-1991

The Honorable Erek Barron  
House Chair, Joint Committee on Fair Practices and  
Personnel Oversight  
414 House Office Building  
Annapolis MD 21401-1991

Dear Chair Lam and Chair Barron:

Section 14-305(a)(1) of the State Finance and Procurement Article requires each agency to provide the Joint Committee on Fair Practices and Personnel Oversight and the Governor's Office of Minority Affairs a copy of their annual Minority Business Enterprise (MBE) Report. Attached is a copy of the Department of Budget & Management's FY 2019 Annual MBE Report Summary Statement.

During FY 2019, in excess of \$7 million (13.6%) of DBM awards went to MBE prime contractors and subcontractors. DBM payments to MBE prime contractors and subcontractors of approximately \$ 10.6 million. An additional \$39 million in payments were made to MBE subcontractors which are not included in the above reported payment total due to pro-rating requirements.

Also attached is the report of the total number and names of certified MBE's that participated as prime and subcontractors on DBM contracts.

During FY 2019, the Department continued to work diligently on many fronts to further the goals of the State's MBE program. Within DBM we continued to:

- structure Departmental procurements to maximize the potential for MBE prime and subcontract opportunities;
- manage the statewide Audit Services Master Contract to maximize MBE awards;
- engage prospective prime contractors during the procurement process both to ensure that MBE goals were understood by potential vendors and to minimize the potential for MBE related proposal deficiencies;

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<http://dbm.maryland.gov>

- strengthen and improve the Department's MBE compliance by conducting MBE-focused contract kick off meetings for every new contract award with an MBE subcontract goal, conducting real-time monthly report monitoring and prompt payment reviews; and
- hold quarterly MBE compliance reviews with follow up meetings with contractors as required, and taking decisive actions to ensure compliance.

In our oversight capacity, DBM continued to:

- work diligently with State agencies to assure that their services procurements were structured to maximize MBE opportunities;
- document MBE compliance reporting for contract renewals and modifications; and
- promote the goals of the MBE program through training and information dissemination.

During the upcoming year, DBM will continue to make every effort to further the success of the State's MBE performance. If you would like additional information, you may contact Thomas McLamore, MBE Liaison at 410-260-7663 or [Thomas.mclamore@maryland.gov](mailto:Thomas.mclamore@maryland.gov).

Sincerely,



Marc L. Nicole  
Deputy Secretary

Enclosure

cc: David Smulski, Policy Analyst, Department of Legislative Services  
Thomas McLamore, MBE liaison, Department of Budget and Management  
Barbara Wilkins, Department of Budget and Management

MSAR 11380

# Minority Business Enterprise MBE Prime Contract Awards Report

For Fiscal Year 2019 Department of Budget & Management

Date Submitted: FY 2019

(List all MBE prime contracts awarded.)

#	Agency Name	MBE Prime Contractor Name	Prime Contractor MBE Cert. #	Prime Contractor MBE Classification (Select from Dropdown)	Agency Contract # (Select from Dropdown or enter #)	Contract Description (Procurement Category) (Select from Dropdown)	Award Amount
1		MS Technologies	94-230	Asian Woman	F10B9400035	IT Service	\$306,523
2		MS Technologies	94-230	Asian Woman	F10B9400035	IT Service	\$306,523
3		RGH Enterprises	97-360	African American	F10P9400116	Service	3,101
4		Total Contracting	04-497	Hispanic American	F10P9400194	Service	\$3,924
5		All Shred	01-404	Woman	F10P9400027	Service	\$3,544
6		All Shred	01-404	Woman	F10P9400025	Service	\$5,000
7		All Shred	01-404	Woman	Direct Voucher	Service	\$131
8		Business Solutions Group	05-191	African American	F10P9400034	IT Service	\$536,227
9		All Shred	01-404	Woman	F10P9400027	Service	\$4,033
10		Applied Technologies	02-507	Woman	F10P8400205	Service	\$262,697
11		CR Dynamics	98-113	Hispanic American	F10B9499963	Service	\$914
12		Janus Associates	03-303	Woman	F10B4400008	Service	\$113,978
13		MVS	03-198	Asian American	F10B9400125	Service	\$31,138
14		MS Technologies	94-230	Asian Woman	F10B9400001	IT Service	\$190,042
15		Oakland Consulting	01-150	African American	F10P9400137	Service	\$5,163,327
16		Rudolph's	94-126	Woman	F10P9200216	Service	\$1,380
17		RGH Enterprises	97-380	African American	F10P9400115	Service	\$3,101
		TCS Interpreting	00-327	Woman	050B8400002	Service	\$2,868
		A Better Laser	97-360	African American	Credit Card	Service	\$12,265

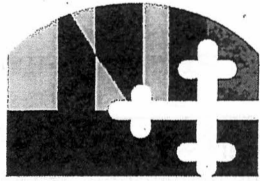
**Minority Business Enterprise MBE Subcontract Awards Report  
For Fiscal Year 2019**

Date submitted:

30-Sep-19

(List all MBE subcontracts awarded.)

#	Agency Name	MBE Subcontractor Name	Subcontractor MBE Cert. #	Subcontractor MBE Classification (Select from Dropdown)	Agency Prime Contract #	Prime Contract Description (Procurement Category) (Select from Dropdown)	Award Amount
1	Department of Budget & Mgt	Dream Management	01-138	Hispanic American	050B8400001	Service	63,475
2	DBM	Academy of Language	04-127	Woman	050B8400001	Service	1,325,505
3	DBM	Academy of Language	04-127	Woman	050B8400001	Service	268,560
4	DBM	Manage Care	98-324	Woman	F10B7400031	Service	749,125
5	DBM	Dana Insurance Services	01-536	Woman	F10B8400043	Service	590,313
6	DBM	Brenneman Printing	01-545	Woman	F10B8400043	Service	590,313
7	DBM	Absolute Staffing	06-326	Woman	F10B9400004	Service	61,677
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**Governor's Office of  
Small, Minority & Women  
Business Affairs**

Annual Minority Business Enterprise (MBE)

Procurement Report

**FY2019 Summary Statement**

Reporting Department/Agency:	Department of Budget & Management
2019	

Category		Amount
1. Total dollars awarded to MBEs (Total from Form 1 Spreadsheet)		\$7,037,491
2. Total dollars paid to MBEs (Total from Form 3 Database, Sum of 2a and 2b below)		10,594,358.00
a. Total Actual Subcontractor Payments (Form 3)	\$472,170.91	
b. Total Prime Contractor Actual Payments by (excluding non-minority primes) (Form 3)	\$5,872,649	
3. Total dollars awarded (Total from Form 1 Spreadsheet)		\$144,345,122
4. MBE awards as a percentage of contracts awards (from Form 1 Spreadsheet)		13.6%
Secretary/Agency Head Name: David R. Brinkley, Secretary		

**This summary is not complete until the three respective signatures on Page 2 have been obtained.**

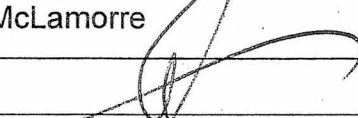
Annual Minority Business Enterprise (MBE) Procurement

Report FY2019 Summary Statement - Page 2

Reporting Department Agency:  
Fiscal Year:

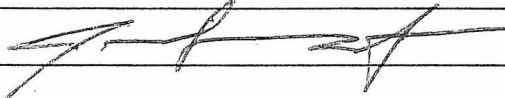
**Agency Representative who Prepared Report:**

I hereby attest that I reviewed the FY MBE Reports and any attachments and the information therein is true and correct to the best of my knowledge, information and belief.

PRINT NAME: Thomas McLamorre TITLE: MBE Liaison  
SIGNATURE AND DATE:  9/30/19


**Reviewed and Approved by Agency Chief Financial Officer:**

I hereby attest that the vendor payment information included in the current FY MBE Reports is true and correct to the best of my knowledge, information and belief.

PRINT NAME: John West TITLE: Director, Division of Finance & Administration  
SIGNATURE AND DATE:  9/30/19

**Reviewed and Approved by Agency Head or Designee:**

I hereby attest that I reviewed the FY MBE Reports and any attachments and the information therein is true and correct to the best of my knowledge, information and belief.

PRINT NAME: Marc Nicole TITLE: Deputy Secretary  
SIGNATURE AND DATE:  9/30/19