



MARYLAND
DEPARTMENT OF
BUDGET & MANAGEMENT

LARRY HOGAN
Governor

BOYD K. RUTHERFORD
Lieutenant Governor

DAVID R. BRINKLEY
Secretary

MARC L. NICOLE
Deputy Secretary

January 27, 2021 (Revised)

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

The Honorable Ereka L. Barron
Chair, Joint Committee on Fair Practices and
Personnel Oversight
312 House Office Building
Annapolis MD 21401-1991

Dear Senator Lam and Delegate 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 2020 Annual MBE Report Summary Statement.

During FY 2020, approximately \$ 4.5 million of DBM awards went to MBE prime contractors and subcontractors. DBM payments to MBE prime contractors and subcontractors were approximately \$13 million. An additional \$ 21 million in payments were made to MBE subcontractors which are not included in the above reported payment total due to pro-rating requirements.

During FY 2020, the Department continued to work diligently on many fronts to further the goals of the State's MBE program. Within DBM we continue to"

- structure Departmental procurements to maximize the potential for MBE prime and subcontract opportunities;
- 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;
- 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

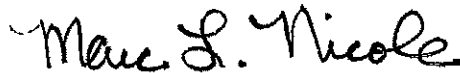
- hold quarterly MBE compliance reviews with follow up meetings with contractors as required, and taking decisive actions to ensure compliance.

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.

Sincerely,

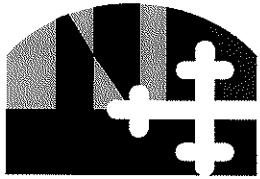


Marc L. Nicole
Deputy Secretary

Enclosure

cc: David Smulski
Barbara Wilkins

MSAR 11380



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

Annual Minority Business Enterprise (MBE)

Procurement Report

FY2020 Summary Statement

Reporting Department/Agency:	Department of Budget & Management
Fiscal Year:	2020

Category		Amount
1. Total dollars awarded to MBEs (Total from Form 1 Spreadsheet)		4629594
2. Total dollars paid to MBEs (Total from Form 3 Database, Sum of 2a and 2b below)		12,957,158.00
a. Total Actual Subcontractor Payments (Form 3)	6360048	
b. Total Prime Contractor Actual Payments by (excluding non-minority primes) (Form 3)	6597110	
3. Total dollars awarded (Total from Form 1 Spreadsheet)		4529594
4. MBE awards as a percentage of contracts awards (from Form 1 Spreadsheet)		.82
Secretary/Agency Head Name: Marc Nicole, Deputy Secretary		

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

Minority Business Enterprise MBE Prime Contract Awards Report

For Fiscal Year 2020

Department of Budget & Management

Date Submitted:

30-Sep-20

(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	DBM	MS Technology	94-230	Asian Woman	Direct Voucher	Service	1944000
2	DBM	Janus Associates/Business Health	03-303	Woman	Direct Voucher	Service	319560
3	DBM	AP Ventures	08-417	Asian Woman	Direct Voucher	Service	488306
4	DBM	Elicitek	05-212	Asian American	Direct Voucher	Service	479791
5	DBM	TCS Interpreting	00-327	Woman	Direct Voucher	Service	410
6	DBM	RGH Enterprises	97-360	African American	Direct Voucher	Service	8325
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Minority Business Enterprise MBE Subcontract Awards Report

For Fiscal Year 2020

Department of Budget & Management

Date submitted:

30-Sep-20

(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	DBM	ALTEK	07-474	Woman	F10B4400011	Service	388328
2	DBM	Absolute Staffing	06-326	African American Woman	F10B6400004	Service	123354
3	DBM	Mary Kraft	94-006	Woman	F10B9400020	Service	107488
4	DBM	Brenneman Printing	01-545	Woman	F10B9400020	Service	107488
5	DBM	Eurekafacts	03-524	Hispanic American	F10B9400020	Service	107488
6	DBM	Janice Stetz	09-203	Woman	F10B9400020	Service	107488
7	DBM	Patrica Litho	04-347	Asian American	F10B9400020	Service	22975
8	DBM	Well Advantage	09-542	Woman	F10B9400020	Service	22975
9	DBM	Work Force	09-332	African American	F10B9400020	Service	22975
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