



October 3, 2013

The Honorable C. Anthony Muse
Senate Chair, Joint Committee on Fair Practices and
Personnel Oversight
304 James Senate Office Building
Annapolis MD 21401-1991

The Honorable Adrienne A. Jones
House Chair, Joint Committee on Fair Practices and
Personnel Oversight
312 House Office Building
Annapolis MD 21401-1991

Dear Senator Muse and Delegate Jones:

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 a copy of their annual Minority Business Enterprise (MBE) Report. Attached is a copy of the FY 2013 Annual MBE Report for the Department of Information Technology.

During FY 2013, the Department of Information Technology (DoIT) awarded 274 contracts to MBE prime contractors and subcontractors. Moreover, DoIT payments to MBE prime contractors and subcontractors exceeded \$9.8 million. During the upcoming year, DoIT will continue to make every effort to further the success of the State's MBE performance.

I hope that the information in this report is useful to the Jt. Committee. If you would like additional information, please do not hesitate to contact me at isabel.fitzgerald@maryland.gov.

Respectfully,

Isabel FitzGerald
Secretary

Enclosure

cc: David Smulski
Carla Thompson
Rebecca Burner

MSAR 8532

Minority Business Enterprise Annual Procurement Report

Reporting Form #1

Reporting Department/Agency: Department of Information Technology
 Fiscal Year 2013

Total Contract Awards by Procurement Categories

Procurement Category	Total # All Prime Contracts (Including MBE)	Total All Prime Contracts Dollar Value Awarded (Including MBE)	Total # of Prime Contract Waivers	Total Dollar Value of Prime Contract Waivers	Total # MBE Prime Contracts Awarded	Total MBE Prime Contract Dollar Value Awarded	Total # MBE Subcontracts Awarded	Total MBE Subcontract Dollar Value Awarded	Total # of MBE Contracts Awarded- Prime & Sub	Total \$ of MBE Contracts Awarded- Prime & Sub	Total MBE Participation Percentage
Architectural/Engineering					0	\$0	0	\$0	0	\$0	0.00%
Construction					0	\$0	0	\$0	0	\$0	0.00%
Construction Related Services					0	\$0	0	\$0	0	\$0	0.00%
Maintenance	3	\$3,549			0	\$0	0	\$0	0	\$0	0.00%
Services	22	\$126,648			2	\$2,200	0	\$0	2	\$2,200	1.74%
Supplies & Equipment	49	\$133,915			4	\$49,250	0	\$0	4	\$49,250	36.78%
IT Services	164	\$53,559,048			33	\$6,274,955	75	\$2,993,506	108	\$9,268,461	17.31%
IT Supplies & Equipment	219	\$17,011,219			46	\$465,148	0	\$0	46	\$465,148	2.73%
Human, Cultural, Social & Educational Services					0	\$0	0	\$0	0	\$0	0.00%
Corporate Credit Card	352	\$90,271			114	\$17,402			114	\$17,402	19.28%
Direct Voucher	221	\$352,771			0	\$0			0	\$0	0.00%
Totals	1,030	\$71,277,421	0	\$0	199	\$6,808,955	75	\$2,993,506	274	\$9,802,461	13.75%

Note(s):

Authorized by: Edward Bannat, IT Procurement Specialist
 Printed Name and Title

Date: 08/15/13

Prepared by: Edward Bannat, IT Procurement Specialist
 Printed Name and Title

Date: 08/15/13

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Total MBE Subcontract Awards by MBE Classifications and Procurement Categories

Procurement Category	African American	Asian	Hispanic	Native American	Women	African American Women	Asian Women	Hispanic Women	Native American Women	Disabled	Non-Profit (Certified)	Community Service Provider	Disadvantaged	Total
Architectural/Engineering	Total Dollars													\$0
	# of Contracts													0
Construction	Total Dollars													\$0
	# of Contracts													0
Construction Related Services	Total Dollars													\$0
	# of Contracts													0
Maintenance	Total Dollars													\$0
	# of Contracts													0
Services	Total Dollars													\$0
	# of Contracts													0
Supplies & Equipment	Total Dollars													\$0
	# of Contracts													0
IT Services	Total Dollars	\$391,562	\$131,026	\$1,465,059		\$405,203	\$219,828	\$380,828						\$2,993,506
	# of Contracts	10	2	32		15	7	9						75
IT Supplies & Equipment	Total Dollars													\$0
	# of Contracts													0
Human, Cultural, Social & Educational Services	Total Dollars													\$0
	# of Contracts													0
Totals	Total Dollars	\$391,562	\$131,026	\$1,465,059	\$0	\$405,203	\$219,828	\$380,828	\$0	\$0	\$0	\$0	\$0	\$2,993,506
	# of Contracts	10	2	32	0	15	7	9	0	0	0	0	0	75

Total MBE Prime Contract Awards by MBE Classifications and Procurement Categories

Procurement Category		African American	Asian	Hispanic	Native American	Women	African American Women	Asian Women	Hispanic Women	Native American Women	Disabled	Non-Profit (Certified)	Community Service Provider	Disadvantaged	Total	
Architectural/Engineering	Total Dollars															\$0
	# of Contracts															0
Construction	Total Dollars															\$0
	# of Contracts															0
Construction Related Services	Total Dollars															\$0
	# of Contracts															0
Maintenance	Total Dollars															\$0
	# of Contracts															0
Services	Total Dollars								\$2,200							\$2,200
	# of Contracts								2							2
Supplies & Equipment	Total Dollars						\$45,990					\$3,260				\$49,250
	# of Contracts						1					3				4
IT Services	Total Dollars	\$20,430	\$4,242,520	\$168,926		\$1,542,850	\$107,378	\$192,000				\$851				\$6,274,955
	# of Contracts	2	5	3		8	11	1				3				33
IT Supplies & Equipment	Total Dollars		\$120,871			\$25,494	\$311,947					\$6,836				\$465,148
	# of Contracts		20			4	3					19				46
Human, Cultural, Social & Educational Services	Total Dollars															\$0
	# of Contracts															0
Corporate Credit Card	Total Dollars					\$17,402										\$17,402
	# of Contracts					114										114
Direct Voucher	Total Dollars															\$0
	# of Contracts															0
Total	Total Dollars	\$20,430	\$4,363,391	\$168,926	\$0	\$1,585,746	\$465,315	\$192,000	\$2,200	\$0	\$0	\$10,947	\$0	\$0	\$0	\$6,808,955
	# of Contracts	2	25	3	0	126	15	1	2	0	0	25	0	0	0	199

Total MBE Prime and Subcontract Awards by MBE Classifications and Procurement Categories

Procurement Category		African American	Asian	Hispanic	Native American	Women	African American Women	Asian Women	Hispanic Women	Native American Women	Disabled	Non-Profit (Certified)	Community Service Provider	Disadvantaged	Total
Architectural/ Engineering	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction Related Services	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Maintenance	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Services	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$2,200	\$0	\$0	\$0	\$0	\$0	\$2,200
	# of Contracts	0	0	0	0	0	0	0	2	0	0	0	0	0	2
Supplies & Equipment	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$45,990	\$0	\$0	\$0	\$0	\$3,260	\$0	\$0	\$49,250
	# of Contracts	0	0	0	0	0	1	0	0	0	0	3	0	0	4
IT Services	Total Dollars	\$411,992	\$4,373,546	\$1,633,985	\$0	\$1,948,053	\$327,206	\$572,828	\$0	\$0	\$0	\$851	\$0	\$0	\$9,268,461
	# of Contracts	12	7	35	0	23	18	10	0	0	0	3	0	0	108
IT Supplies & Equipment	Total Dollars	\$0	\$120,871	\$0	\$0	\$25,494	\$311,947	\$0	\$0	\$0	\$0	\$6,836	\$0	\$0	\$465,148
	# of Contracts	0	20	0	0	4	3	0	0	0	0	19	0	0	46
Human, Cultural, Social & Educational Services	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Corporate Credit Card	Total Dollars	\$0	\$0	\$0	\$0	\$17,402	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$17,402
	# of Contracts	0	0	0	0	114	0	0	0	0	0	0	0	0	114
Direct Voucher	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	Total Dollars	\$411,992	\$4,494,417	\$1,633,985	\$0	\$1,990,949	\$685,143	\$572,828	\$2,200	\$0	\$0	\$10,947	\$0	\$0	\$9,802,461
	# of Contracts	12	27	35	0	141	22	10	2	0	0	25	0	0	274

% of Contract Awards 0.58% 6.31% 2.29% 0.00% 2.79% 0.96% 0.80% 0.00% 0.00% 0.00% 0.00% 0.02% 0.00% 0.00% 13.75%

Total Contract Awards from Form 1 \$71,277,421

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