

**MINORITY BUSINESS ENTERPRISE ANNUAL PROCUREMENT REPORT
FISCAL YEAR 2025**

Department of General Services

October 2025

October 28, 2025

Y. Maria Martinez, Special Secretary
Office of Small, Minority & Women Business Affairs
100 Community Place, 3rd Floor
Crownsville, MD 21032

Re: Compliance Assessment pursuant to State Finance and Procurement Articles: §14-303 (b)(15) and §14-305 (a)(2)-(5)

Dear Special Secretary Martinez,

In accordance with State Finance and Procurement Article (SF&P) §14-305 (a)(2)(v), pursuant to §14-303 (b)(15), each unit shall include the results of each compliance assessment conducted by the unit for each contract completed during the fiscal year and report those results to the Office of Small, Minority, and Women Business Affairs (OSBA). Furthermore, in accordance with SF&P Article §14-305 (a)(2)-(5), the Department of General Services (DGS) shall report the following within 90 days of the end of the fiscal year:

- the total number and value of procurement contracts between the unit and certified minority business enterprises, by specific category of minority business enterprise and by industry type, including whether the minority business enterprise participated as a prime contractor or as a subcontractor;
- the percentage that those procurement contracts represent, by specific category of minority business enterprise and by industry type, of the total number and value of procurement contracts;
- the total number and the names of certified minority business enterprises that participated as prime contractors or as subcontractors on procurement contracts awarded by a unit;
- for each minority business included in the report under item (iii) of State Finance and Procurement Article §14-305 (a)(2), list all procurement contracts awarded by a unit to the minority business enterprise, including a description of the contract and industry type; and
- the results of each compliance assessment conducted by the unit under § 14-303(b)(15) of this subtitle, including for each contract completed during the fiscal year:
 1. the names of each prime contractor and each subcontractor that participated in the contract;
 2. the type of good or service provided by the contract;
 3. the minority business enterprise participation goal for the contract;

4. whether a waiver was granted for the minority business enterprise participation goal;
 5. the total dollar value of payments made to each prime contractor and by each prime contractor to each subcontractor during the contract term;
 6. whether each subcontractor is a certified minority business enterprise; and
 7. if applicable, a description of factors that may have contributed to failure to achieve the minority business enterprise participation goal for the contract, including documented nonperformance or unavailability of a minority business enterprise; and
- identify, by separate category of minority business enterprise procurements for:
 1. architectural services; and
 2. engineering services.

Thank you for the opportunity to provide this information, which is contained in the enclosed report. Please feel free to contact Wallace Sermons II, Chief Procurement Officer, DGS Office of State Procurement, at wallace.sermons@maryland.gov, if you have any questions.

Sincerely,



Atif Chaudhry
Secretary

Attachment

Cc:

Johnathan Medlock, Assistant Secretary, DGS Office of External Affairs
Wallace Sermons II, Chief Procurement Officer, DGS Office of State Procurement
John Woolums, Director, DGS Government Affairs
Davon Gardner, Director, GOSBA Policy & Legislative Affairs
Laura Gutierrez, Chief of Staff, DOSEM
Sarah Albert, Mandated Reports Specialist, DLS Library (5 copies)