



Report on Procurement – Minority Business Enterprises - SB487, HB389

Office of Operations

January 2023



MARYLAND STATE DEPARTMENT OF EDUCATION

Mohammed Choudhury

State Superintendent of Schools

Krishnanda Tallur

Deputy Superintendent of Operations

Wes Moore

Governor

MARYLAND STATE BOARD OF EDUCATION

Clarence C. Crawford

President, Maryland State Board of Education

Susan J. Getty, Ed.D. (Vice President)

Shawn D. Bartley, Esq.

Gail Bates

Chuen-Chin Bianca Chang

Charles R. Dashiell, Jr., Esq.

Vermelle Greene, Ph.D.

Jean C. Halle

Dr. Joan Mele-McCarthy

Rachel L. McCusker

Lori Morrow

Brigadier General Warner I. Sumpter (Ret.)

Holly C. Wilcox, Ph.D.

Merin Thomas (Student Member)

Contents

Joint Chairmen's Information Request	4
Maryland State Department of education (MSDE) minority business enterprises (MBE) report	5

Joint Chairmen's Information Request

1. Within 90 days after the end of the fiscal year, each unit shall report to the Governor's Office of Small, Minority, and Women Business Affairs, the certification agency, and, subject to § 2-1257 of the State Government Article, the Joint Committee on Fair Practices and Personnel Oversight.
2. A report under this subsection shall for the preceding fiscal year:
 - i. State 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
 - ii. Indicate 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
 - iii. State 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;
 - iv. for each minority business included in the report under item (iii) of this paragraph, list all procurement contracts awarded by a unit to the minority business enterprise, including a description of the contract and industry type;
 - v. provide 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 minority business 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 if applicable,
 7. 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
 - vi. contain other such information as required by the Governor's Office of Small, Minority, and Women Business Affairs and the certification agency and approved by the Board.
3. As to procurement contracts for architectural services and engineering services reported under paragraph (2) of this subsection, the report shall identify by separate category of minority business enterprise procurements for:
 - i. architectural services; and
 - ii. engineering services.
4. A report under this subsection shall be in a form prescribed by the Governor's Office of Small, Minority, and Women Business Affairs and the certification agency and approved by the Board.
5. The Special Secretary for the Office of Small, Minority, and Women Business Affairs may waive the requirement for a unit to report minority business participation by industry type under paragraph (2) of

this subsection if the spending threshold for the industry type is too low for the unit to provide sufficient data.

MARYLAND STATE DEPARTMENT OF EDUCATION (MSDE) MINORITY BUSINESS ENTERPRISES (MBE) REPORT

MSDE submitted the report required under SB487/HB389 to the to the Governor's Office of Small, Minority, and Women Business Affairs on September 30, 2022. A copy of the report has been attached here in the form prescribed by the Governor's Office of Small, Minority, and Women Business Affairs and the certification agency and approved by the Board.

Minority Business Enterprise Annual Procurement Report
 Reporting Department/Agency:
 Fiscal Year 2022

Maryland State Department of Education
 July 1, 2021 - June 30, 2022

Reporting Form #1

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	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.00%
Engineering	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.00%
Construction	0	\$0	0	\$0	0	\$0	1	\$48,833	1	\$48,833	0.00%
Construction Related Services	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.00%
Maintenance	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.00%
Services	469	\$18,954,407	0	\$0	59	\$829,124	52	\$688,132	111	\$1,517,255	8.00%
Supplies & Equipment	149	\$1,657,847	0	\$0	19	\$50,467	19	\$50,467	38	\$100,934	6.09%
IT Services	59	\$14,729,859	0	\$0	29	\$9,934,527	5	\$725,197	34	\$10,659,724	72.37%
IT Supplies & Equipment	29	\$20,018,913	0	\$0	0	\$0	0	\$0	0	\$0	0.00%
Human, Cultural, Social & Educational Services	0	\$0	0	\$0	0	\$0	0	\$0	0	\$0	0.00%
Corporate Credit Card	1,553	\$1,212,915	0	\$0	28	\$81,803			28	\$81,803	6.74%
Direct Voucher					0	\$0			0	\$0	0.00%
Totals	2,259	\$56,573,940	0	\$0	135	\$10,895,921	77	\$1,512,629	212	\$12,408,550	21.93%

Note(s):

Authorized by: Mohammed Choudhury, State Superintendent of Schools
 Printed Name and Title

Date: 09/30/22

Prepared by: Jenna Meini, Business Services Partner
 Printed Name and Title

Date: 09/30/22

Telephone: 443-610-1493

Email Address: Jenna.Meini1@maryland.gov

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	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Engineering	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Construction	Total Dollars	\$0	\$0	\$48,833	\$0	\$0	0	\$0	\$0	\$0			\$0	\$48,833
	# of Contracts	0	0	1	0	0	0	0	0	0			0	1
Construction Related Services	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	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
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Services	Total Dollars	\$101,296	\$0	\$11,940	\$0	\$342,297	\$122,973	\$0	\$105,000	\$0			\$4,627	\$688,132
	# of Contracts	11	0	1	0	21	10	0	5	0			4	52
Supplies & Equipment	Total Dollars	\$9,769	\$0	\$6,080	\$0	\$30,867	\$1,700	\$0	\$0	\$0			\$2,051	\$50,467
	# of Contracts	4	0	2	0	9	2	0	0	0			2	19
IT Services	Total Dollars	\$0	\$0	\$0	\$0	\$725,197	\$0	\$0	\$0	\$0			\$0	\$725,197
	# of Contracts	0	0	0	0	5	0	0	0	0			0	5
IT Supplies & Equipment	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Human, Cultural, Social & Educational Services	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Totals	Total Dollars	\$111,065	\$0	\$66,853	\$0	\$1,098,361	\$124,673	\$0	\$105,000	\$0			\$6,678	\$1,512,629
	# of Contracts	15	0	4	0	35	12	0	5	0			6	77

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	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Engineering	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	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
	# of Contracts	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
	# of Contracts	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
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Services	Total Dollars	\$108,285	\$20,000	\$110,773	\$0	\$357,467	\$122,973	\$105,000	\$0	\$0	\$4,627		\$0	\$829,124
	# of Contracts	13	2	3	0	22	10	5	0	0	4		0	59
Supplies & Equipment	Total Dollars	\$9,769	\$0	\$6,080	\$0	\$30,867	\$1,700	\$0	\$0	\$0	\$2,051		\$0	\$50,467
	# of Contracts	4	0	2	0	9	2	0	0	0	2		0	19
IT Services	Total Dollars	\$1,255,170	\$4,012,931	\$1,340,000	\$0	\$747,560	\$0	\$2,578,865	\$0	\$0	\$0		\$0	\$9,934,527
	# of Contracts	3	8	2	0	9	0	7	0	0	0		0	29
IT Supplies & Equipment	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Human, Cultural, Social & Educational Services	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Corporate Credit Card	Total Dollars	\$5,679	\$0	\$1,100	\$0	\$70,243	\$3,038	\$0	\$0	\$0	\$1,743		\$0	\$81,803
	# of Contracts	10	0	1	0	11	2	0	0	0	4		0	28
Direct Voucher	Total Dollars	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0			\$0	\$0
	# of Contracts	0	0	0	0	0	0	0	0	0			0	0
Total	Total Dollars	\$1,378,903	\$4,032,931	\$1,457,953	\$0	\$1,206,137	\$127,711	\$2,683,865	\$0	\$0	\$8,421		\$0	\$10,895,921

Minority Business Enterprise Annual Procurement Report

Reporting Department/Agency:
Fiscal Year 2022

Maryland State Department of Education
July 1, 2021 - June 30, 2022

Reporting Form #2

# of Contracts	30	10	8	0	51	14	12	0	0	10	0	135
----------------	----	----	---	---	----	----	----	---	---	----	---	-----

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	Total Dollars	\$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
Engineering	Total Dollars	\$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
Construction	Total Dollars	\$0	\$0	\$48,833	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$48,833
	# of Contracts	0	0	1	0	0	0	0	0	0	0	0	0	1
Construction Related Services	Total Dollars	\$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
Maintenance	Total Dollars	\$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
Services	Total Dollars	\$209,581	\$20,000	\$122,713	\$0	\$699,763	\$245,945	\$105,000	\$105,000	\$0	\$9,253	\$0	\$0	\$1,517,255
	# of Contracts	24	2	4	0	43	20	5	5	0	8	0	0	111
Supplies & Equipment	Total Dollars	\$19,538	\$0	\$12,160	\$0	\$61,734	\$3,400	\$0	\$0	\$4,102	\$0	\$0	\$0	\$100,934
	# of Contracts	8	0	4	0	18	4	0	0	4	0	0	0	38
IT Services	Total Dollars	\$1,255,170	\$4,012,931	\$1,340,000	\$0	\$1,472,757	\$0	\$2,578,865	\$0	\$0	\$0	\$0	\$0	\$10,659,724
	# of Contracts	3	8	2	0	14	0	7	0	0	0	0	0	34
IT Supplies & Equipment	Total Dollars	\$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
Human, Cultural, Social & Educational Services	Total Dollars	\$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
Corporate Credit Card	Total Dollars	\$5,679	\$0	\$1,100	\$0	\$70,243	\$3,038	\$0	\$0	\$1,743	\$0	\$0	\$0	\$81,803
	# of Contracts	10	0	1	0	11	2	0	0	4	0	0	0	28
Direct Voucher	Total Dollars	\$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
Total	Total Dollars	\$1,489,968	\$4,032,931	\$1,524,807	\$0	\$2,304,497	\$252,383	\$2,683,865	\$105,000	\$0	\$15,098	\$0	\$0	\$12,408,550
	# of Contracts	45	10	12	0	88	26	12	5	0	18	0	0	212
% of Contract Awards	2.63%	7.13%	2.70%	0.00%	4.07%	0.45%	4.74%	0.19%	0.00%	0.03%	0.00%	0.00%	0.00%	21.93%

Total Contract Awards from Form 1 \$56,573,940

Minority Business Enterprise Annual Procurement Report
Reporting Department/Agency:
Fiscal Year 2022

Maryland State Department of Education
July 1, 2021 - June 30, 2022

Reporting Form #2

Authorized by: Mohammad Choudhury, State Superintendent of Schools
Printed Name and Title

Prepared by: Jenna Meindl

Telephone: 443-610-1493

Date: 09/30/22

Date: 09/30/22

Email Address: Jenna.Meindl@maryland.gov

Notes:

FY22 Annual Report Instructions for Completing the "MBE CONTRACTS INVENTORY" formerly known as the Annual List of MBE Prime Contractors and Subcontractors

****New:** A new column has been added to distinguish between credit card or direct voucher transactions and contract awards. This change only affects the MBE Prime Contractors tab, which now includes **Column F** where only Credit Card or Direct Voucher can be chosen from the drop down box and **Column I** which is now for contract numbers only.

Pursuant to Senate Bill 849, passed during the 2010 General Assembly session and effective October 1, 2010, the Governor's Office of Small, Minority & Women Business Affairs (formerly the Governor's Office of Minority Affairs) is required to include in its annual report certain information on contracts awarded to Minority Business Enterprise prime contractors and subcontractors.

MBE Prime Contractors spreadsheet

Number of Unique MBE Prime Contractors: Enter the total number of different MBEs that were awarded prime contracts by the reporting agency.

Agency Name: Enter the name of the State Agency reporting data.

MBE Prime Contractor Name: Enter the name of each MBE prime contractor awarded a contract by the agency.

Prime Contractor MBE Cert. #: For each MBE prime contractor, enter the MDOT MBE certification number. (Format: 00-000)

Prime Contractor MBE Classification: For each MBE prime contractor, enter or select from the drop-down list the MBE classification. (African American, African American Woman, Asian American, Hispanic American, Native American, Woman, African American Woman, Asian Woman, Hispanic Woman, Native American Woman, Disabled, Disadvantaged)

Agency Contract #: For each MBE prime contractor, enter all prime contracts awarded. ***NEW*** To be consistent with SBR Reporting, **DO include** awards/payments made via corporate credit card or direct voucher. Choose Credit Card or Direct Voucher from the drop down menu or enter the Agency Contract #.

Contract Description (Procurement Category): For each MBE prime contract, credit card purchase or direct voucher payment, enter or select from the drop-down list the contract description. For the purpose of this report, the contract description is the procurement category. Enter the appropriate procurement category: Architectural, Engineering; Construction; Construction Related Service; Maintenance; Service; Supplies & Equipment; IT Service; IT Supplies & Equipment; Human, Cultural, Social, & Educational Service;

Award Amount: Enter dollar value of award

***NEW* Credit Card, Direct Voucher.**

MBE Subcontractors spreadsheet

Number of Unique MBE Subcontractors: Enter the total number of different MBEs that were listed as subcontractors on prime contracts awarded by the reporting agency.

Agency Name: Enter the name or acronym of the State Agency reporting data.

MBE Subcontractor Name: Enter the name of each MBE subcontractor on a prime contract awarded by the agency. Include the names of MBE subcontractors on contracts awarded to Non-MBE and MBE prime contractors.

Subcontractor MBE Cert. #: For each MBE subcontractor, enter the MDOT MBE certification number. (Format: 00-000)

Subcontractor MBE Classification: For each MBE subcontractor, enter or select from the drop-down list the MBE classification. (African American, Asian, Hispanic, Native American, Woman, African American Woman, Asian Woman, Hispanic Woman, Native American Woman, Disabled, Disadvantaged)

Agency Prime Contract #: For each MBE subcontractor, enter the agency's prime contract number for all prime contracts awarded where there were one or more MBE subcontractors.

Prime Contract Description (Procurement Category): For each MBE subcontract, enter or select from the drop-down list the prime contract description, as indicated in the MBE Prime Contractors spreadsheet section above.

Award Amount: Enter dollar value of award

Minority Business Enterprise MBE Prime Contract Awards Report
For Fiscal Year 2022
Date Submitted: 9/30/2022

(List all MBE prime contracts awarded.)

#	Agency Name	MBE Prime Contractor Name	Prime Contractor MBE Cert. #	Prime Contractor MBE Classification (Select from Dropdown)	Credit Card / Direct Voucher (Select ONLY from the Dropdown)	Contract Description (Procurement Category) (Select from Dropdown)	Award Amount	Contract # ONLY (Please list the contract #, do NOT include Credit Card or Direct Voucher on this line)
1	MSDE	THE CANTON GROUP LLC.	03-108	Asian American		IT Service	\$68,594.22	R00B4400006
2	MSDE	GANTECH	19-647	Hispanic American		IT Service	\$50,000.00	R00B4400087
3	MSDE	THE CONSULTANTS CONSORTIUM	08-115	Hispanic American		IT Service	\$40,000.00	R00B4400088
4	MSDE	THE CANTON GROUP LLC.	03-108	Asian American		IT Service	\$3,575,876.84	R00B7400027
5	MSDE	SERIGOR INC	11-486	Asian American Women		IT Service	\$745,985.00	R00B8400026
6	MSDE	GANTECH	19-647	Hispanic American		IT Service	\$1,300,000.26	R00B9400036
7	MSDE	BITHGROUP TECHNOLOGIES INC	94-329	African American		IT Service	\$1,250,000.00	R00B9400044
8	MSDE	ANGARAI INTERNATIONAL INC	06-112	Asian American		IT Service	\$24,192.00	R00P1602114
9	MSDE	ALL 4 ONE TUTORING LLC	16-181	African American Women		Service	\$2,900.00	R00P2600577
10	MSDE	ALL-PRO PLACEMENT SERVICE	3-205	Women		Service	\$8,335.00	R00P2603584
11	MSDE	APPLIED TECHNOLOGY SERVICES	02-507	Women		IT Service	\$407,684.00	R00B2600055
12	MSDE	ATLANTIDA BUILDERS INC	16-617	Hispanic American		Construction Related Service	\$48,833.33	R00B2600126
13	MSDE	BEACON STAFFING ALTERNATIVES	01-022	Women		Service	\$20,000.00	R00P2603525
14	MSDE	BLACK FOX	18-491	African American		Service	\$950.00	R00P2603526
15	MSDE	CARRIE QUIGLEY AND ASSOCIATES	05-181	Women		Service	\$1,810.00	R00P2602984
16	MSDE	COUSER SUPPLY INC	02-366	African American		Service	\$6,198.00	R00P2601307
17	MSDE	EDUCATIONAL ARCHITECTS CO	18-725	African American Women		Service	\$3,750.00	R00P2600714
18	MSDE	FALCON SOLUTIONS LLC	13-082	Disabled		Service	\$1,100.00	R00P2601140
19	MSDE	FREDERICK INTERPRETING AG	21-164	Disabled		Service	\$1,222.00	R00P2601017

Minority Business Enterprise MBE Subcontract Awards Report
For Fiscal Year 2022
Date submitted: 9/30/2022

(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	MSDE	CINNOVAS	09-210	Woman	R00B2600093		\$10,000.00
2	MSDE	ALPHA GRAPHICS INC	09-121	Woman	R00B2600067		\$42,150.52
3	MSDE	MONUMENTAL SUPPLY CO INC	06-436	Woman	R00B2600088		\$15,170.00
4	MSDE	AUTOMATED CABLE SERVICES	93-176	African American	R00B2600077		\$5,170.15
5	MSDE	BLV ENGINEERING ASSOCIATE	93-123	Asian American	R00B2600093		\$10,000.00
6	MSDE	MIMAR ARCHITECTS & ENGINE	96-031	Asian American	R00B2600093		\$10,000.00

**Governor's Office of Small, Minority & Women Business Affairs
 FY 2022 Annual Small Business Reserve Summary Statement**

July 1, 2021- June 30, 2022

(Enter Data In Yellow Boxes Only. Tan Boxes Are Calculated Totals)

1. Total Credit Card Payments	\$1,140,661
2. Total Credit Card Payments to SBR Contractors	\$32,253
3. Total Procurement Payments (not including Credit Card Payments)	\$62,250,795
4. Total Dollars Paid to SBR Contractors Under a Designated SBR Procurement	\$1,127,933
5. Total Dollars Paid to SBR Contractors Under a Non-Designated Procurement	\$11,177,597
6. Total Number of SBR Contractors receiving award and payments	632
7. Total DESIGNATED SBR Procurement Payments (Line 2 and Line 4)	\$1,160,186
8. Total SBR Procurement Payments (Lines 2, 4 & 5)	\$12,337,784
9. Total Procurement Payments (Lines 1 and Line 3)	\$63,391,456
10. Percentage All SBR Designated Payments to All Payments (Line 7/Line 9)	1.8%
11. Percentage All SBR Payments to All Payments (Line 8/Line 9)	19.5%

Agency Name: Maryland State Department of Education

Agency Head Signature:

Chief Financial Officer Signature:

Submitted By: Jenna Meini

Title: Business Services Partner

Telephone Number: 443-610-1493

Submission Date: September 30, 2022

Did the agency attain the 15% SBR Designated set aside? Yes or No. If agency did not attain 15% designated set aside, use the Notes section to explain the lack of attainment.

NOTES:



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

Annual Minority Business Enterprise (MBE)

Procurement Report

FY2022 Summary Statement

Reporting Department/Agency:	Maryland State Department of Education
Fiscal Year:	2022

Category		Amount
1. Total dollars awarded to MBEs (Total from Form 1 Spreadsheet)		\$12,408,550
2. Total dollars paid to MBEs (Total from Form 3 Database, Sum of 2a and 2b below)		20,489,298.60
a. Total Actual Subcontractor Payments (Form 3)	92490.67	
b. Total Prime Contractor Actual Payments by (excluding non-minority primes) (Form 3)	20396807.93	
3. Total dollars awarded (Total from Form 1 Spreadsheet)		\$56,573,940
4. MBE awards as a percentage of contracts awards (from Form 1 Spreadsheet)		21.93%
Secretary/Agency Head Name: Superintendent Mohammed Choudhury		

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

Annual Minority Business Enterprise (MBE)

Procurement Report FY2022 Summary Statement

Page 2

Reporting Department Agency: Maryland State Department of Education

Fiscal Year: 2022

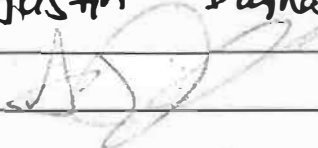
Agency Representative who Prepared Report:

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: Jenna Meini TITLE: Business Services Partner
SIGNATURE AND DATE:  1/27/2023

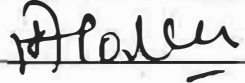
Reviewed and Approved by Agency Chief Financial Officer:

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: Justin Dayhoff TITLE: Assistant State Superintendent, Finance
SIGNATURE AND DATE:  1/27/23

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: Krishnanda Talwar TITLE: ~~1/27/20~~ Deputy Superintendent, operations
SIGNATURE AND DATE:  1/27/23

FORM 3 IMPORT METHOD:

The Form 3 Data Template is used to input FY payment data into the Form 3 Web Portal. While contracts and direct voucher transactions must be entered separately in the portal, credit card payments can be combined per vendor for entry into the Portal.

Payments included in the Form 3 Web Portal should include:

Form3 web portal is ALL payments to Non-minority Primes with MBE goals on contract and ALL payments reported by the MBE subcontractors

Form3 also includes ALL payments to MBE Primes with no MBE goal

Form3 Also includes ALL payments to MBE Primes with MBE goals, however pay particular attention to self-

****Important Note: Importing an Excel file will overwrite *ALL* existing working data. Should you need to edit that data, you can edit the Excel file and reimport it. You still need to submit the data for it to be final. If there are issues after data has been submitted, please contact GOSBA at 410-697-9605 or email the MBE***

The worksheet must contain two sheets with the following names:

Primes

Subs

The Primes Sheet should hold all the prime contractor information.

It should contain a header row at the top

Columns are expected in order:

ID

Contractor Name

EFIN

MBE Designation

MDOT Cert

Contract#

StartDate

EndDate

Award Amount

Payments FY

Payments CTD

MBE Goal

Description

The ID column will not be stored in the database. It is just used to connect your subcontractors to their primes. You can use whatever naming convention you wish (Numbers or Letters). The ID's just need to be unique for every Contract (so every Excel row should be unique).

The optional columns are EFIN and Description. The rest are required.

For transactions that have no Start or End Date, you can use the Fiscal Year Start or end Dates.

For transactions like Direct Vouchers and P-Card, you can use the FY payment data for other dollar fields, such as the Awards and payments CTD.

The Subs Sheet should hold all the sub-contractor information.
This sheet should also contain a header row at the top.

Columns are expected in order:

Prime ID

Contractor Name

MDOT Cert #

MBE Designation

Award Amount

Payments FY

Payments CTD

All columns are required

The Prime ID column will link the subs to their primes. The ID doesn't need to be unique per row, but must match one row in the *Primes* sheet.

Default Data

Some contracts may not have all the information. Like P Card may not have Start or End Dates. These can be resolved by using some default data. This must be done for the system to be able to differentiate between data that actually has no value and data that was just forgotten.

Some of the default data values can be:

Contractor Name – There is no default data that can be substituted. You need to type in the actual contractor name.

MBE Designation – There is no default data that can be substituted. A valid MBE from the system must be input.

MDOT Cert# – You can use a Zero or a blank for Non-Minority.

Start Date – Use the Fiscal Year Start Date.

End Date – Use the Fiscal Year End Date.

Award Amount & Payments – Just insert a zero for any missing amounts.

MBE Designations

Here is a list of MBE Designations that are available in the Form 3 Portal. The MBE Column must be one of the items from the list below.

Non-Minority

African American

Asian American

Hispanic American

Native American

Women

African American Women

Asian American Woman
Hispanic American Woman
Native American Women
Disabled
Disadvantaged

Instructions on Importing the Excel File

On the left hand menu under the “Working Data” section, choose the *Import Contracts link* . This will get you to the Import page. The link is **Working Data**

- > View All Data
- > Add New Contract
- > Import Contracts

Once you arrive on the import page you will:

Select the Agency/Agency/Department from the dropdown list (if not already selected).

Click on the “*Select a File To Upload*” button. A dialog box will pop up for you to select which Excel file you want to upload. Only one file can be uploaded at a time.

Once a file has been selected and completely uploaded, click on the “*Import Excel*” button.

A “wait” icon will display while the file is being processed. If everything goes well, you will be greeted with the message **Data was Validated & Imported Successfully**.

If instead you receive an error, please see the error section on pages 36 - 37 of the Reporting Manual for help resolving them. Once you have resolved the errors, try importing the Excel file again.

Requirements for the Template (Excel File):

The worksheet must be either an .xls or .xlsx file type

The worksheet must not be locked otherwise it cannot be read.

ID	Contractor Name	EFIN	MBE Designation	MDOT_Cert
ROOB4400006	THE CANTON GROUP LLC.	52-2104148	Asian American	03-108
ROOB4400087	GANTECH	52-2179898	Hispanic American	19-647
ROOB4400088	THE CONSULTANTS CONSORTIUM	35-1990942	Hispanic American	08-115
ROOB7400027	THE CANTON GROUP LLC.	52-2104148	Asian American	03-108
ROOB8400026	SERIGOR INC	27-1191366	Asian American Woman	11-486
ROOB9400036	GANTECH	52-2179898	Hispanic American	19-647
ROOB9400044	BITHGROUP TECHNOLOGIES INC	52-21827526	African American	94-329
ROOP1602114	ANGARAI INTERNATIONAL INC	86-1053818	Asian American	06-112
ROOP2600577	ALL 4 ONE TUTORING LLC	45-3655235	African American Women	16-181
ROOP2603584	ALL-PRO PLACEMENT SERVICE	04-3621585	Women	21-106
ROOB2600055	APPLIED TECHNOLOGY SERVICES	52-2341809	Women	02-507
ROOB2600126	ATLC!NTIDA BUILDERS INC	47-5250107	Hispanic American	16-617
ROOP2603525	BEACON STAFFING ALTERNATI	52-2176942	Women	01-022
ROOP2603526	BLACK FOX	82-4714399	African American	18-491
ROOP2602984	CARRIE QUIGLEY AND ASSOCIATES	52-2060281	Women	05-181
ROOP2601307	COUSER SUPPLY INC	52-232688	African American	02-366
ROOP2600714	EDUCATIONAL ARCHITECTS CO	82-4006155	African American Women	18-725
ROOP2601140	FALCON SOLUTIONS LLC	27-0683330	Disabled	13-082
ROOP2601017	FREDERICK INTERPRETING AG	81-5071576	Disabled	21-164
ROOB2600008	G R PATEL & ASSOCIATES	62-1255647	Asian American	06-200

ROOP2601339	GLENMORE CATERERS	86-1069987	Women	16-094
ROOB2600136	GROUP Z INC	52-2351500	Women	03-262
ROOP2600800	HAMILTON ENTERPRISES LLC	20-5057883	African American	08-696
ROOB2600009	ICUBE SYSTEMS INC	54-1783774	Asian American Woman	13-120
ROOP2602243	IDLE TIME ADVERTISING LL	77-0687129	Women	10-529
ROOP2601382	ITNOVA	38-3844540	Hispanic American Woman	12-364
ROOP2601034	JONES NETWORKING ASSOCIATES	52-20204613	Women	05-485
ROOP2600532	JVM CONSULTING & CONTRACT	81-4646774	African American	17-208
ROOP2600680	KIROMA CONTRACTING INC	20-0832628	African American	11-329
ROOB2600095	KNOT TECHNOLOGY SOLUTIONS	20-0286921	Women	10-318
ROOP2601487	MARTIN & ASSOCIATES	83-2141577	African American	19-219
ROOB2600010	N-3 TECHNOLOGIES INC	20-5503449	Asian American Woman	08-682
ROOP2600972	OPENLAND LLC	27-4726751	African American	18-317

ROOB2600021	OPTIMAL SOLUTIONS GROUP L	52-2216205	African American	03-018
ROOP2601408	PREMIER GROUP SERVICES IN	20-1099202	African American Women	11-597
ROOB2600139	PRIORITY ONE STAFFING SERVICES	52-1904271	Women	19-224
ROOP2601291	PSYCHOMETRIC SOLUTIONS	47-4489503	African American Women	16-274
ROOB2600056	SERIGOR INC	27-1191366	Asian American Woman	11-486
ROOP2600154	STEPHANIE DENNIS & ASSOCI	85-1773349	African American Women	21-157
ROOP2600538	STUART B CONSULTANTS IN	52-1493503	Disabled	96-393
ROOP2600642	TCS INTERPRETING INC	15-21325301	Women	00-327
ROOB2600015	THE CANTON GROUP LLC	15-22104148	Asian American	03-108
ROOP2602379	TOTAL CONTRACTING INC	15-22220997	Hispanic American	04-497
ROOB2600022	TPJ SOLUTIONS INC	47-2613838	African American Women	18-483
ROOB2600014	TRILOGY TECHNICAL SERVICE	22-0477165	Women	08-176
ROOB2600011	VIKAT SOLUTIONS LLC	27-4356146	Asian American Woman	12-373
ROOP2601296	WALTERS RELOCATIONS INC	52-1571089	African American	02-178
ROOD2600107	JVM SPORTS MANAGEMENT LLC	81-1464774	African American	17-208
ROOD2600203	TRILOGY TECHNICAL SERVICES LLC	22-0477165	Women	08-176
ROOD2600073	JONES NETWORKING ASSOCIATES LLC	52-20204613	Women	05-485

ROOD2600205	ICUBE SYSTEMS INC	54-1783774	Asian American Woman	13-120
ROOD2600041	SONA NETWORKS LLC	38-3745328	Asian American	07-447
ROOD2600202	G R PATEL & ASSOCIATES INC	62-1255647	Asian American	06-200
ROOB2600093	BUREAU VERITAS TECHNICAL ASSESSMENTS LLC	02-0655997	Non-Minority	
ROOB2600067	MARYLAND ALLIANCE OF PUBLIC CHARTER SCHOOL	52-2282166	Non-Minority	
ROOB2600088	G A MECHANICAL INC	56-2396163	Non-Minority	
ROOB2600077	NEC CORPORATION OF AMERICA	20-0665337	Non-Minority	
	1 STAPLES INC	04-2896127	African American	97-360
	2 CARRIE QUIGLEY & ASSOC	52-2060281	Women	05-181
	3 ONENESS MOBILITY SERVICE	52-2108085	African American Women	04-473
	4 TOTAL CONTRACTING	52-2220997	Hispanic	04-497
	5 STUART B CONSULTANTS INC	52-1493503	Disabled	96-393
	6 HCGI	45-3526648	Women	13-322
	7 PROMOTIONS UNLIMITED INC	52-1490159	Women	90-599
ROOB2600093 - 1	BUREAU VERITAS TECHNICAL ASSESSMENTS LLC	02-0655997	Non-Minority	
ROOB2600093 - 2	BUREAU VERITAS TECHNICAL ASSESSMENTS LLC	02-0655997	Non-Minority	
ROOB2600093 - 3	BUREAU VERITAS TECHNICAL ASSESSMENTS LLC	02-0655997	Non-Minority	
ROOB2600067 -1	MARYLAND ALLIANCE OF PUBLIC CHARTER SCHOOL	52-2282166	Non-Minority	
ROOB2600088 - 1	G A MECHANICAL INC	56-2396163	Non-Minority	

Prime ID	Contractor Name	MDOT Cert#	MBE Designation	Award Amount	Payments FY	Payments CTD
ROOB2600093 - 1	CINNOVAS	09-210	Women	\$10,000.00	\$0.00	\$0.00
ROOB2600067 -1	ALPHA GRAPHICS INC	09-121	Women	\$42,150.52	\$544.00	\$544.00
ROOB2600088 - 1	MONUMENTAL SUPPLY CO INC	06-436	Women	\$15,170.00	\$0.00	\$0.00
ROOB2600077	AUTOMATED CABLE SERVICES	93-176	African American	\$5,170.15	\$0.00	\$0.00
ROOB2600093 - 2	BLV ENGINEERING ASSOCIATE	93-123	Asian American	\$10,000.00	\$0.00	\$0.00
ROOB2600093 - 3	MIMAR ARCHITECTS & ENGINE	96-031	Asian American	\$10,000.00	\$0.00	\$0.00