



Maryland

DEPARTMENT OF
GENERAL SERVICES

Construction Contracting and Small Procurement: A Guide for Vendors



Description:

Understanding construction contracting at DGS is essential for vendors looking to engage in public sector projects. DGS oversees a wide range of construction contracts, offering various opportunities for businesses to participate in state-funded projects. Small Procurement, a simplified process for lower-value contracts, provides a quicker path for vendors to secure work, making it a valuable entry point for building relationships with DGS and growing your business.



Maryland

DEPARTMENT OF
GENERAL SERVICES

Construction Contracting

Understanding Construction Contracting with
the Department of General Service (DGS)



PRESENTERS



Courtney League
Assistant Secretary
Design, Construction & Energy
courtney.league@maryland.gov

DGS Divisions

- Office of Real Estate (ORE)
- Business Enterprise Administration (BEA)
- Office of Facilities Management (OFM)
- Maryland Capital Police (MCP)
- Office of State Procurement (OSP)
- Design, Construction & Energy (DCE)

At DGS..... Who does What?

MANAGING - DCE

Design, Construction & Energy Unit is responsible for managing A/E design and Construction projects.

PROCURING – OSP

Office of State Procurement is responsible for the solicitation and administration of the contract.

*How Many
State Agencies Does
DGS Support?*

State Agency Procurement Overview



**University
System
College Park**

**University
System
University of
Baltimore**

**DGS
BCCC
Health & Mental Hygiene
Juvenile Services
Labor & Licensing
Natural Resources
Public Safety
Agriculture
Planning
Veterans Affairs
Judiciary
Military
Public Television
School for the Deaf
Education
Disabilities**

**Department of
Transportation**
State Highway
Transit Administration
Transportation Authority
Port Administration
Motor Vehicle
Administration
Aviation Administration

St. Mary's College	Morgan State
MD Environme ntal Service	Stadium Authority

What are the Roles and Responsibilities?



Key Players in Design and Construction Projects

Client Agency
(15)

Needs the project

DGS

Manages the Project

Contractor

Builds the Project

How does DGS procure goods and services for construction projects?

What Kinds of Projects Are There?

Operating Maintenance Projects	Facilities Renewal Projects	Capital Projects
< \$200k	\$200k - \$5M	> \$5M
Annual Operations	Annual Capital Plan	5 Year Capital Plan
	Each Project Legislated & Governor Approved	Each Project Legislated & Governor Approved
Submitted by Using Agencies	Submitted by Using Agencies	Submitted by Using Agencies
Prioritized by DGS and Project Rating System	Prioritized by DGS and Project Rating System	Prioritized by Dept. of Budget & Management & Governor

Contracting Methodologies

Design/Bid/Build (D/B/B)	Design/Build (D/B)	Construction Management at Risk (CM)
Most Common Most Preferred	Client/Project Specific	Considered for Projects >\$5M with Complications
Competitive Bid on eMMA	Multi-Step Proposal on eMMA	Request for Proposal on eMMA

What types of Contracting opportunities are there?

New Building Construction

Building Renovations

Historic Preservation

Building Upgrades

Building Maintenance

Building Repairs

Doing Business with DCE

- 1). Go to www.dgs.maryland.gov
- 2). Click on the last menu item on the left-hand side:

For State Agencies

- 3). Click the last item:

Design and Construction

- 4). In the column on the right, you will find links for the following
 - [2019 Manual](#) – covers what DCE expects from A/E firms
 - [2019 Roofing Policy](#) – covers what DCE expects for roof projects
 - [General Conditions 2022](#) – covers what DCE expects for all construction projects

Who's

eMMMa?

<https://procurement.maryland.gov/business-community/>

An eMMA Solicitation



Return

i Solicitation Info

Pricing (Ext)

Questionnaire (Ext)

To respond to this solicitation click "Add to My Solicitation" and either login or register.

Add to My Solicitations

Title	ID	Alternate ID	Lot #	Round #	Status	Due / Close Date
MR-200-200-003 HVAC Replacement MDH Holly Center	BPM016426	001IT821079	1	3	Open	11/8/2019 3:00:00 PM (your local time)
Solicitation Type IFB: Invitation for Bid						
Main Category Building and Construction Machinery and Accessories						
Issuing Agency Department of General Services						
Procurement Officer / Buyer		Email				
Daryl MOORE		daryl.moore@maryland...				
Solicitation Summary						
Project Cost Class B - \$100,000 to \$500,000						
Procurement Program Participation Goals						

Solicitation Links

[Access to questionnaire](#)

[Access to pricing form](#)

Attachments

Procurement Process

Construction Procurements through DGS

- Procurements greater than \$200,000
 - Route through DGS' Office of State Procurement (OSP)
 - Assigned MBE/VSBE Goal by Procurement Review Group (PRG)
 - Advertised on eMaryland Marketplace Advantage (eMMA) for minimum 20 calendar days
- Procurements less than \$200,000
 - Small Procurement Categories
 - Category I \$5000 or less – handled as invoice item
 - Category II \$5000 to \$50,000 – requires minimum of 2 written bids
 - Category III \$50,000 to \$200,000 – must be posted on eMMA (Projects estimated over \$100,000 will have an MBE/VSBE Goal assigned by the PRG)
 - DGS Small Procurements are handled by the Facilities Engineering Division as Small Business Reserve (SBR) opportunities

The Competitive Sealed Bid Process (> \$50,000)

1. Bid specifications and drawings are created and posted on eMaryland Marketplace Advantage.
2. A pre-bid meeting/site visit is held and all interested businesses are **encouraged to attend**.
3. Vendors **submit bids online** through www.emma.maryland.gov.
4. On the bid opening date, the procurement officer opens bid submissions and begins the review process.
5. A contract is awarded to the responsible bidder that submitted a responsive bid with the most favorable total bid price.

Responsive vs. Responsible

•Responsive

“A bid submitted in response to an invitation for bids that conforms in all material respects to the requirements contained in the invitation for bids” – COMAR21.01.02.01(78)

•Responsible

“A person who has the capability in all respects to perform fully the contract requirements, and the integrity and reliability that shall assure good faith performance” – COMAR 21.01.02.01(77)

Avoid the Fatal Flaws

- **Overcommitting Resources** – taking on more work than your company can handle will cause poor performance and can result in contract termination.
- **Bidding too Low** – submitting a low bid to win a contract award will likely have negative consequences, including:
 - Failure to perform work at the stated prices causing termination of contract.
 - Rejection of bid.
- **Failure to Read ALL Requirements and Follow Instructions** – the solicitation outlines all of the requirements of the solicitation. Be sure to read thoroughly and follow instructions. Common items overlooked include:
 - Wage Requirements – When applicable bidders are required to indicate a minimum labor hourly wage rate that has been determined by the Department of Labor and Licensing Regulations (DLLR)
 - Required Forms – Forms should be fully completed and signed. Make sure all required documents are included in bid submission.
 - Bid all lines of the bid form when indicated by the solicitation.

Tips to Submit a Complete Bid Response



- Read the entire solicitation, including all attachments/addendums, completely and thoroughly.
- Attend the pre-bid meeting/site visit so you can see the location where the work is to be performed.
- Ensure that all forms are completed in entirety and signed.
- Include all required information, forms and documents in your bid submission.
- Double check to make sure all forms are complete and required information and documents are included in your bid submission.

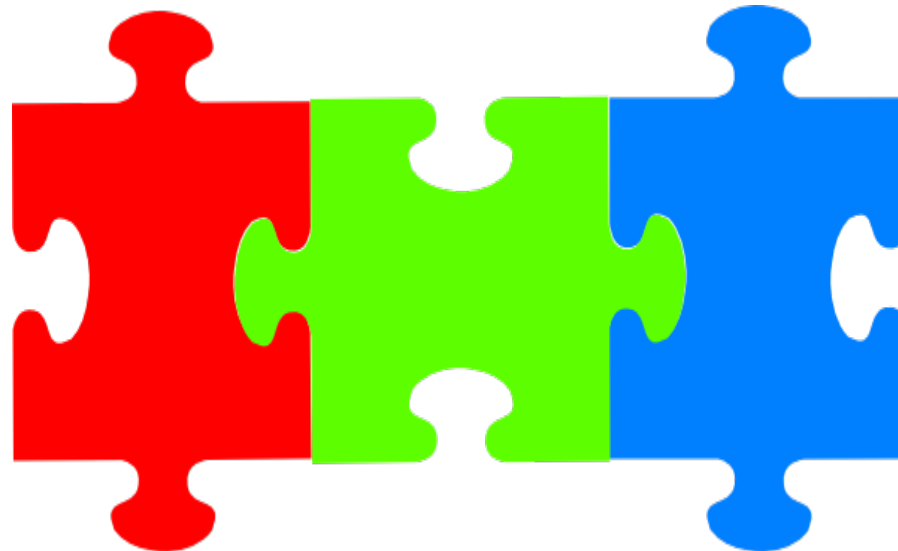
Opportunities to Participate

Materials
Supplier

General
Contractor

Trade
Contractor

Support
Services



Equipment
Rental

Where do you fit into the puzzle?

Green Purchasing Requirements

Maryland agencies are *required to procure environmentally preferable products and services.*

“All procurement agencies shall purchase environmentally preferable products and services unless purchasing environmentally preferable products and services would limit or supersede any requirements under any provision of law or result in the purchase of products and services that:

- (1) Do not perform adequately for the intended use;*
- (2) Exclude adequate competition; or*
- (3) Are not available at a reasonable price in a reasonable period of time.”*

Maryland Regulation [21.11.07.09](#)

“On or before September 1 of each year, each procurement agency shall report to the Department of General Services on the agency’s procurement of environmentally preferable products and services during the preceding fiscal year, including the types and quantities of products and services procured. The report format shall be determined by the Department of General Services.”

Maryland Regulation [21.13.01.14](#)

Maryland agencies are *required to report on their environmentally preferable procurements.*

MD Approved Environmental Ecolabels



	Construction & Maintenance	Electronic & IT Products	Food Service Ware	Janitorial Supplies	Lighting Products	Office Supplies	Paints & Coatings
Biodegradable Products Institute							
Business and Institutional Furniture Manufacturers Association Level							
Carpet and Rug Institute (CRI) Green Label Plus							
Clear Roads Qualified Product List							
Compost Manufacturing Alliance							
Cradle to Cradle (Silver or Higher)							
DesignLights Consortium							
ENERGY STAR							
EPEAT (Silver and Gold)							
EPA CPG							
Fair Trade Certified							
Forest Stewardship Council							
Green Seal							
Greenwise or Greenwise Gold							
MPI Green Performance Standard (e.g., Extreme Green, GPS-1, GPS-2)							
Rainforest Alliance							
Safer Choice							
Scientific Certification Systems Indoor (SCS) Advantage Gold or FloorScore							
UL ECOLOGO							
UL GREENGUARD							
UL GREENGUARD Gold							
WaterSense Certified							

Commodities



Vendors report by line item with products provided to State agencies through projects, including Construction.

Invoice DATE*	VENDOR*	State AGENCY or Entity*	Product CATEGORY*	Name of MANUFACTURER*	Product NUMBER*	Product DESCRIPTION*	Material Type*	Product Weight*	Environmental Certifications (Ecolabels)	Other Environmental Certifications	Link to Documentation	Post - Consumer Recycled Content (%)	Total Recycled Content (%)
<i>The date listed on the invoice for the purchase</i>	<i>The company providing the product/service</i>	<i>The agency purchasing the product/service</i>	<i>Ex. Janitorial supplies, office supplies, lighting, electronics & IT, construction & maintenance, paints & coatings, food serviceware, landscaping supplies.</i>	<i>The name of the company who made the product</i>	<i>The unique ID number found on the product/service catalog</i>	<i>The name of the product (Ex. DELL 27 4K Monitor)</i>	<i>The material used to manufacture the product (Ex. paper, plastic, metal, mixed materials)</i>	<i>The weight of the product rounded to the nearest whole number</i>	<i>Third - party certifications that verify the environmental attributes of the product/service</i>	<i>Other third - party verifications not found in the dropdown menu</i>	<i>References to the certifier's registry, the company's product catalog, or other forms of verified documentation</i>	<i>The percentage of materials recovered from the waste stream during production or after consumer use</i>	<i>Pre-consumer recycled content + post-consumer recycled content</i>

Potential products include paint, flooring, lighting, plumbing fixtures, appliances, HVAC equipment and other products with approved ecolabels.

Contact Information

Questions Related to Green Purchasing Requirements or Reporting can be sent to the Green Purchasing Committee at

DGS.BuyGreen@maryland.gov



Contracting Opportunities

Programs for Small, **Minority**, and **Veteran-Owned** Businesses



**Small Business
Reserve**

**Minority Business
Enterprise**

**Veteran-owned
Small Business
Enterprise**

Contracting Opportunities

State Programs to Assist Businesses with Subcontracting Opportunities

**Minority Business
Enterprise
(MBE)**

**Veteran-owned
Small Business
Enterprise
(VSBE)**

Small Business Reserve Program

Agency provides prime-contracting opportunities for small businesses by restricting competition to only **certified** small businesses.

- Contracts set-aside for small business participation only will be noted in the solicitation documents as a “Small Business Reserve Procurement”
- Solicitations estimated between \$50,000 to \$500,000 are automatically designated **SBR**

MBE & VSBE Programs

Increase opportunities for Maryland State **certified** minority-owned and/or veteran-owned businesses to participate on state contracts.

Subcontracting goals are placed on contracts and the prime contractor is required to utilize certified firms to satisfy the established goal.

What you Need to Know

- Goals are placed on contracts BEFORE they are solicited.
- Prime-Contractors are required to identify MBE/VSBE subcontractors WHEN they submit their bid.
- Certified MBEs are encouraged to participate as prime-contractors and may count their own work toward 50% of the goal.
- Certified VSBEs are encouraged to participate as prime-contractors and may count their own work toward 100% of the goal.
- A company who has both certifications may be counted toward achieving both goals.

Operating Maintenance Project Opportunities

Typical Construction Projects \$5,000 to \$200,000

- ◆ Replace sump pump systems
- ◆ Refinish floors
- ◆ Replace heating system
- ◆ Replace exterior doors
- ◆ Resurface roads and parking lots
- ◆ Elevator Maintenance Service
- ◆ Removal and replacement of bridges
- ◆ Remove/replace existing tower lighting
- ◆ ADA Shower Restorations
- ◆ Replace existing HVAC split system units
- ◆ Repair/replace perimeter fence
- ◆ Installation of ductless split units
- ◆ Office interior renovations
- ◆ Seal exterior roofline
- ◆ Wrap exterior trim
- ◆ Testing, adjusting, balancing (TAB) analysis
- ◆ Install fire alarm systems
- ◆ Replace stairs
- ◆ Small roof projects
- ◆ Paint exterior lintels & trim
- ◆ Repair cracks and tuck point brickwork
- ◆ Repair windows
- ◆ Replace windows & doors
- ◆ Restore exterior masonry
- ◆ Sprinkler system maintenance

Facility Renewal Project Opportunities



Construction Projects \$200,000 to \$5 Million

COUNTY	AGENCY	FACILITY	BUILDING	TITLE	SBR
ALLEGANY	MDH	THOMAS B. FINAN CENTER	FACILITY WIDE	UPDATE FIXTURES TO BE ANTI-LIGATURE	SBR
ANNE ARUNDEL	DGS	SENATE OFFICE BUILDING	SENATE OFFICE BUILDING	REPL FIRE & JOCKEY PUMPS/TRANSFER SWITCH-MILLER	SBR
ANNE ARUNDEL	DGS	CENTRAL SERVICES BUILDING (29 ST. JOHNS ST)	CENTRAL SERVICES	RENOVATE ELEVATORS	SBR
ANNE ARUNDEL	DGS	ANNAPOLIS DATA CENTER	DATA CENTER	REPLACE 66 BROKEN FAN COIL UNITS	SBR
ANNE ARUNDEL	DGS	CROWNSVILLE PEOPLE'S RESOURCE CENTER (100 COMMUNITY F	100 COMMUNITY PLACE	REPL FIRE PUMP, JOCKEY PUMP & TRANSFER SWITCH	SBR
ANNE ARUNDEL	DGS	ANNAPOLIS DATA CENTER	DATA CENTER	REMOVE/REPLACE AHU #7	SBR
ANNE ARUNDEL	DGS	TAWES STATE OFFICE COMPLEX	TAWES BUILDING	UPDATE HVAC IN DAYCARE AREA	SBR
ANNE ARUNDEL	DPSCS	MD CORRECTIONAL INSTITUTION - JESSUP	ADMIN/ GATE HOUSE BUILDING	REPAIR HEATING SYSTEM @ ADMIN & GATE HOUSE	SBR
ANNE ARUNDEL	DGS	CENTRAL SERVICES BUILDING (29 ST. JOHNS ST)	CENTRAL SERVICES	UPDATE HVAC SYSTEM & BOILER #3	SBR
ANNE ARUNDEL	DGS	GOVERNMENT HOUSE - ANNAPOLIS	GOVERNOR'S RESIDENCE	HVAC REPAIRS/REPLACEMENT	SBR
ANNE ARUNDEL	DGS	DISTRICT COURT/MSC - ANNAPOLIS (ROBERT F. SWEENEY)	SWEENEY DISTRICT COURT	REMOVE/REPL ROOF SYSTEM	
BALTIMORE	MSP	MD STATE POLICE - GLEN BURNIE (BARRACK P)	GLEN BURNIE BARRACK	REPLACE BOILER W/PROPANE @ BARRACK	SBR
BALTIMORE	MSP	MD STATE POLICE - MARTIN STATE AIRPORT	MARTIN STATE AIRPORT	REPLACE 9 PROPANE BTU CEILING RADIANT SPACE RAYS	SBR
BALTIMORE	MSP	MD STATE POLICE - HEADQUARTERS (PIKESVILLE)	BUILDING A - MSP HQ	REPL HISTORIC ROOF/SOFFIT/FASCIA/GUTTERS ON BLDG A	SBR
BALTIMORE	DGS	DISTRICT COURT/MSC - GLEN BURNIE (GEORGE M TAYLOR)	GLEN BURNIE DISTRICT COURT	REPLACE BUILT UP ROOF	SBR
CALVERT	DGS	DISTRICT COURT - PRINCE FREDERICK/CALVERT COUNTY	PRINCE FREDERICK DISTRICT COU	REPLACE EIGHT RTU-AHU'S	SBR
CARROLL	MSP	MD STATE POLICE - WESTMINSTER (BARRACK G)	WESTMINSTER BARRACK	REPLACE HVAC & BOILER IN BARRACK & GARAGE	SBR
CARROLL	DPSCS	PUBLIC SAFETY TRAINING CENTER (SYKESVILLE)	TRAINING RANGE	RENOVATIONS TO PISTOL SHOOTING RANGE	SBR
CECIL	MSP	MD STATE POLICE - NORTH EAST (BARRACK F)	NORTH EAST BARACK	REPLACE CONDENSING UNIT & AC UNIT	SBR
CECIL	DGS	DISTRICT COURT/MSC - ELKTON	ELKTON DISTRICT COURT	REPAIR CATWALK ON SOUTH & WEST SIDE OF BLDG.	SBR
CHARLES	MSP	MD STATE POLICE - LA PLATA (BARRACK H)	LA PLATA BARRACK	REPLACE SLATE ROOF W/ASPHALT	SBR

Facility Renewal Project Opportunities



Construction Projects \$200,000 to \$5 Million

COUNTY	AGENCY	FACILITY	BUILDING	TITLE	SBR
FREDERICK	MSD	MD SCHOOL FOR THE DEAF - FREDERICK CAMPUS	BENSON GYM	REPLACE UPPER & LOWER ROOFS ON BENSON GYM	SBR
FREDERICK	MSD	MD SCHOOL FOR THE DEAF - FREDERICK CAMPUS	ELY BUILDING	REPLACE ELECTRICAL SWITCHGEAR @ ELY BLDG.	SBR
HARFORD	MSP	MD STATE POLICE - BEL AIR (BARRACK D)	BEL AIR BARRACK	REPLACE 25 TON AC UNIT	SBR
HOWARD	DPSCS	PATUXENT INSTITUTION - MAX SECURITY FOR MEN	D/D BUILDING	REPLACE CHILLER IN D/D BUILDING	SBR
HOWARD	MSD	MD SCHOOL FOR THE DEAF - COLUMBIA CAMPUS	BAKER	REPAIR BUR ON BAKER BLDG.	SBR
HOWARD	DPSCS	PATUXENT INSTITUTION - MAX SECURITY FOR MEN	DIAGNOSITC BUILDING CENTER	REPIPING & RADIATOR REPLACEMENT OF D/C BLDG.	SBR
HOWARD	DPSCS	MD CORRECTIONAL INSTITUTION FOR WOMEN - JESSUP	MULTI-PURPOSE BUILDING	UPGRADE SECURITY SYSTEM IN MULTI-PURPOSE BLDG.	SBR
HOWARD	MSP	MD STATE POLICE - WATERLOO (BARRACK A)	WATERLOO BARRACK	REPLACE AC SYSTEM & HEATING SYSTEM @ BARRACK	SBR
HOWARD	DPSCS	PATUXENT INSTITUTION - MAX SECURITY FOR MEN	D/D BUILDING	REPAIR AIR HANDLER CONTROLS IN D/D BLDG.	SBR
HOWARD	DPSCS	PATUXENT INSTITUTION - MAX SECURITY FOR MEN	HOUSING UNIT "B"	REPL FIRE SAFETY SYSTEMS IN 'B' WING	SBR
MONTGOMERY	MSP	MD STATE POLICE - ROCKVILLE (BARRACK N)	ROCKVILLE BARRACK	HVAC UPGRADES	SBR
WASHINGTON	DJS	WESTERN MARYLAND DETENTION CENTER	MAIN ADMIN BUILDING	CHILLER REPLACEMENT @ MAIN BLDG.	SBR
WASHINGTON	DJS	WESTERN MARYLAND DETENTION CENTER	24 BED DETENTION CENTER	REPLACE CHILLER @ 24 BED DETENTION	SBR
WASHINGTON	DPSCS	MD CORRECTIONAL INSTITUTION - HAGERSTOWN	HOUSING UNIT 5	REPLACE CELL DOOR CONTROL PANELS	SBR
WASHINGTON	DPSCS	MD CORRECTIONAL TRAINING CENTER - HAGERSTOWN	HOUSING UNIT 7	REPLACE CELL DOOR CONTROLS PANELS IN HU #7	SBR
WASHINGTON	DPSCS	MD CORRECTIONAL TRAINING CENTER - HAGERSTOWN	CASE MANAGEMENT BUILDING	REPL 2 VARIABLE AIR VOLUME ROOF TOP UNITS-CASE MAN	
WASHINGTON	MDH	POTOMAC CENTER	CAMPUS WIDE	REPLACE AUTOMATIC DOORS	
WASHINGTON	DPSCS	MD CORRECTIONAL TRAINING CENTER - HAGERSTOWN	FOOD SERVICES BUILDING	REPLACE STEAM HEAT AIR HANDLERS @ FOOD SERVICE	
WICOMICO	MDH	HOLLY CENTER	FACILITY WIDE	REM/REPL ROOFS ON COTTAGES 100, 200 & 800	

Capital Project Opportunities



County	Agency	Facility	Project Title	Project Class	Estimated Solicitation*	DGS Project Number
Design						
Baltimore City	DJS	Maryland Youth Residence Center	MYRC Renovation and Expansion	F	Spring 2025	DH-756-250-001
Baltimore City	Comm. Col.	Baltimore City Community College	Nursing Building Renovation and Expansion	E	Summer 2025	CC-623-250-001
St. Mary's	HSMCC	Education and Artisan Center	Renovation and Systems Upgrade	D	Summer 2025	SM-005-250-003
Construction						
Garrett	DNR	Mt. Nebo WMA	NRP Garage, Office, and Storage	B	Summer 2025	P-078-230-002
Allegany	DNR	Rocky Gap State Park	Campground Improvements	C	Winter 2025	P-059-232-010
Baltimore City	Comm. Col.	Baltimore City Community College	Learning Commons Renovation	E	Winter 2025	CC-623-230-002
Anne Arundel	DSP	State Police - Annapolis	Barrak "J" Communication Room and Garage	F	Summer 2025	PJ-610-230-001
Frederick	MSD	Maryland School for the Deaf	New Student Residences	E	Spring 2025	A-000-201-001

All solicitations will be posted on eMMA

So What's Next



- ◆ Build relationships with prime contractors.
- ◆ Look for notification emails from eMaryland Marketplace Advantage and review the solicitation documents.

A Checklist for your Company

- How have you organized your business?
- Do you have a Business License?
- Are you certified in a trade?
- Do have contract experience?
- Do you have an Accountant?
- Do you have a Lawyer?
- Do you have a Bank?
- Do you have a Line of Credit?
- Do you have Bonding?
- How is your cash flow?

State House Exterior and Grounds - \$40m Restoration



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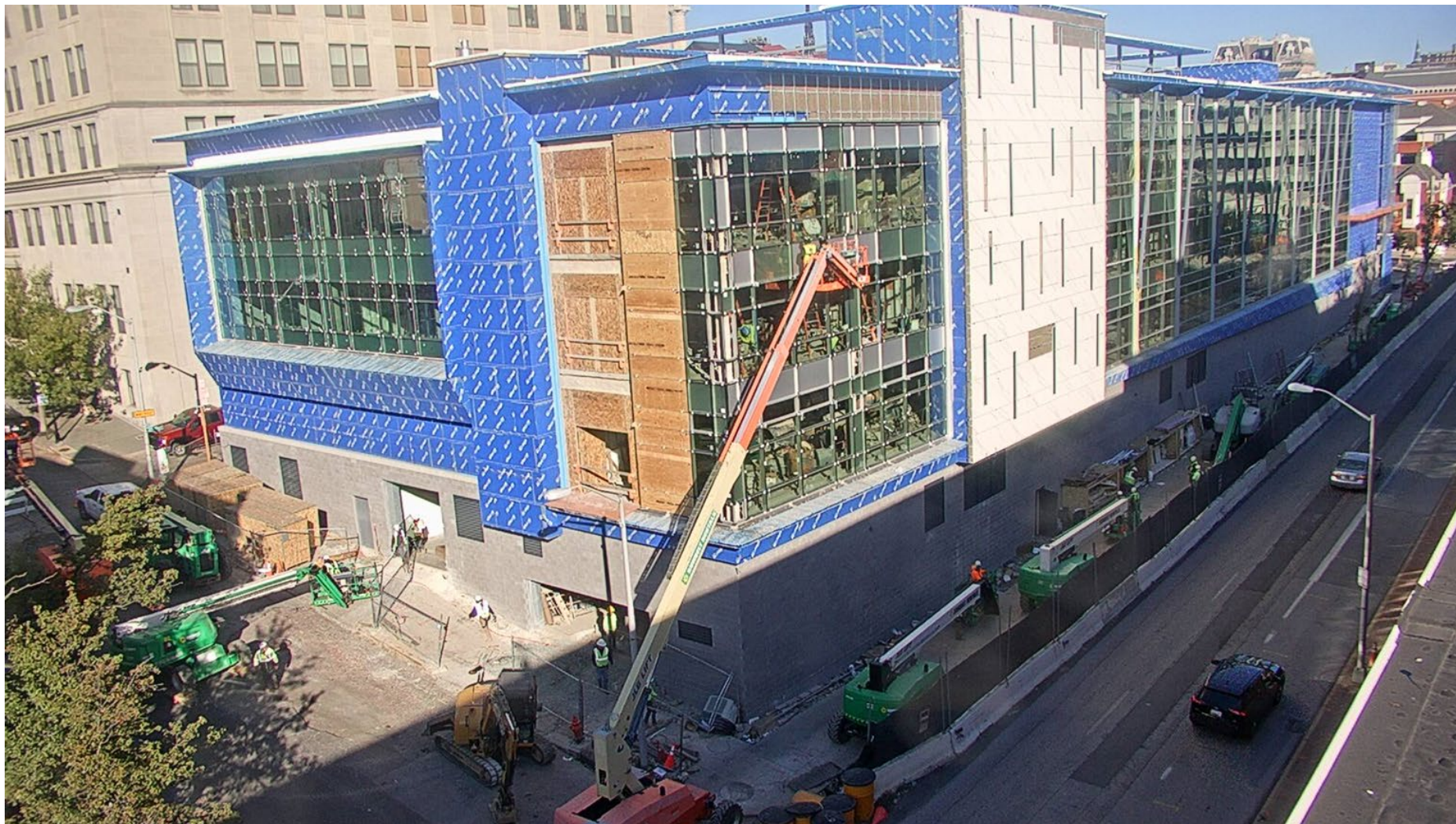




Baltimore City District Court - \$70M Major Renovation

Maryland

DEPARTMENT OF
GENERAL SERVICES



New Berlin State Police Barrack and Forensic Lab - \$28M New Construction



Dans Mountain State Park, Allegheny County - \$2.4M Renovation



Thank you!!.....Any Questions?



What is Small Procurement?

A brief description of what Small Procurement is and how it is an opportunity for you.



**Maryland Business Opportunities
& Entrepreneurial Training Summit**





**Maryland Business Opportunities
& Entrepreneurial Training Summit**

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Office of Facilities Management/Department of
Administration**

410-260-2903

Tone.Hansford@maryland.gov



COMAR 21.05.07

Small Procurements are a relatively simple procurement method used for securing the State's needed goods and services. The responsible staff member submits a request for written quotes from multiple vendors (at least 2-3) for goods or services described in detail. The vendor with the lowest bid wins.



Maryland Business Opportunities & Entrepreneurial Training Summit

Small Procurements are broken up into 3 Categories:

Cat I- up to \$5000 (phone quotes are ok, at least 2)

Cat II- \$5,000.01 to \$50,000 (written quotes required, at least 2)

Cat III- \$50,000.01 to \$100,000 (Required to be posted on eMMA for at least 3 days)

*As of October 1, 2023, the threshold is increased to \$100,00



**Maryland Business Opportunities
& Entrepreneurial Training Summit**

- Small Procurements
(up to ~~\$50,000~~, \$100,000 as of October 1, 2023)
- Small Procurements are a great opportunity for vendors to gain experience in contracting with the State. It also provides a simplified acquisition threshold that streamlines the award process to ensure our needs are met.



What we need from you !!!!!



TIMELINESS



EFFICIENT
COMMUNICATION



CLEAR
SUBMISSIONS





ATTENTION TO
DETAIL



Maryland Business Opportunities & Entrepreneurial Training Summit



Make sure you are registered in **eMMA**

-  Any Small Procurement \$50K or more must be in eMMA for at least 3 days prior to award.
-  Also, in order to do business with the State of Maryland, you must be a registered vendor in eMMA.



**Maryland Business Opportunities
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Questions?

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