

Procurement Roadmap to FY23



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Office of Procurement





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Headlines

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Headlines

Local Small Businesses

Designated all informal solicitations to LSBRP



Spent \$129 million to LSBRP contractors, at 27.2%

Proposed for FY23

Proposed sustainability/green staffer for FY23



MFD Businesses

Expanded certifications to include the VA's "Service-Disabled Veteran" certificate

Achieved a 20-year high on FY21 MFD awards of 26.86% at \$200 million



Savings



FY20 Procurement Specialist savings/cost avoidance achieved of \$511,932

FY21 Procurement Specialist savings/cost avoidance achieved of \$2,066,909

Procurement Operations and Compliance

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Formal and Informal Solicitations



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- **Formal Solicitations (>\$100K)**
 - IFBs
 - RFPs
 - REOIs
- **Informal Solicitations (< \$100K, > \$10K)**
 - All reserved under the LSBRP
 - >\$50 all subject to MFD requirements
 - >\$50 services contracts subject to Wage requirements
- **Direct Purchase (departments buy directly) (< \$10K)**

Contract Compliance Programs

- Minority, Female and Disabled Persons (MFD) Owned Business Program
- Local Small Business Reserve Program (LSBRP)
- Local Business Preference Program (LBPP)
- Local Business Subcontracting Program (LBSP)
- Wage Requirements (Living Wage) Law (WRL)
- Prevailing Wage Law (PWL)



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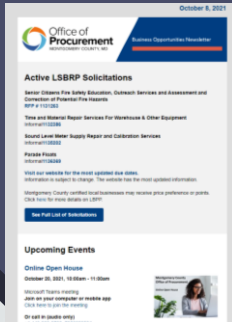
Outreach and Accessibility



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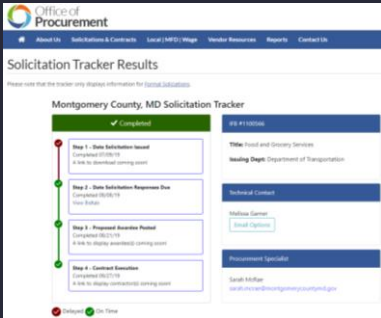
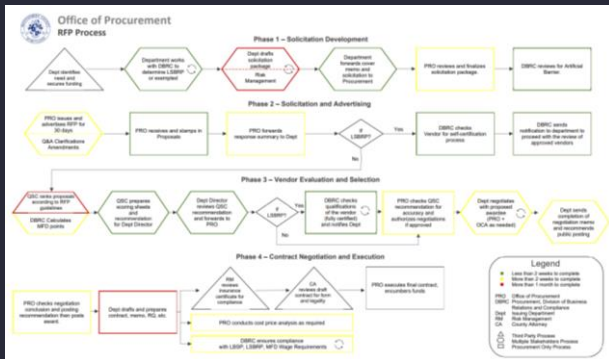
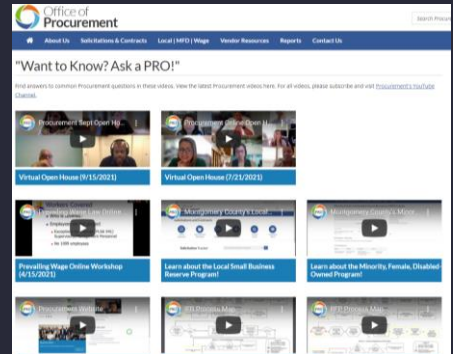


Outreach

- Hosted annual Reverse Trade Show with 600 attendees
- Hosted Monthly Open House (Online since May 2020)
- Hosted/participated in 10 virtual events
- Upgraded and re-designed weekly newsletters
- Increased engagement on social media platforms

Re-designed website

- Implemented a PROjections forecasting webpage
- Posted IFB and RFP Process Maps
- Solicitation Tracker search engine
- Developed "How-to" videos

Efficiencies

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Increased Efficiencies

PRO jection

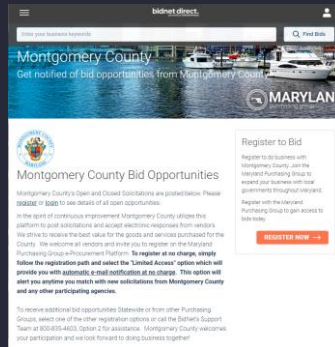
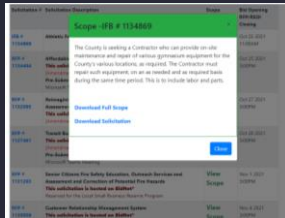
Solicitation forecasting

<https://www.montgomerycountymd.gov/PRO/solicitations/projections.html>



View Scope Button

Give vendor quick access to the scope of work



E-Procurement

Reduce paper submissions, increase accessibility



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COVID-19 Pandemic Response and Recovery

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COVID-19 Pandemic Response and Recovery

Process Flexibility

Partnered with DHHS and OCA for Council Resolution language and templates

C-PAP Donation

Partnered with OEMHS and DGS for seniors

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Sourcing

Vetted PPE emergency vendor offers; 2,120 received

Economic Development
All informal solicitations

LSBRP



Challenges and Opportunities

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Procurement Challenges and Opportunities

	FY19	FY20
Procurement \$s	\$1,039 million	\$1,072 million
Procurement Actions	8,887	9,438
Contract Modifications	542	729
Specialist Portfolio	150 contract / specialist	200 contract / specialist
Time to issue solicitation	84 days	96 days
Solicitation Timeframe	6 months	9 months

Challenges



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Opportunities

- Considerable savings and cost avoidance
- Customer Service satisfaction rating remained high at 93% during this period
- Modified workflow to virtual solicitation collaboration folders
- Modified workflow for solicitation approvals and cancellations via e-routed workflows
- Developed virtual contract folders to support remote work, access and efficiencies
- Virtual pre-submission and pre-bid conferences

Staff Engagement



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Innovation Accelerators (most participated department)

Ash Shetty

Bethany Manimbo

Sheronda Baltimore

Edward Lanier

Alicia Jackson

Grace Denno

Jose Alfaro



Bethany Manimbo

Racial Equity Lead

MCG Delivers Mentoring Experience

Sheronda Baltimore

MCG Leads

Women in Government

Karen DeLuca

Wellness Champion

Employee Giving Campaign



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Awards



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Staff Awards



Maryland Public Purchasing Association, Inc. (MPPA)

Pam Jones

5/2021

Manager of the Year

Sarah Giambra

1/2020

Buyer of the Year



Montgomery County Chamber of Commerce

Ash Shetty 6/2021

Public Sector Partner of the Year



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National Recognition



**Visualizing the Solicitation
Process with Kanban Boards**

**DPO Violation E-Notification
and Response System**

**Construction Manager at Risk
Project Delivery System**

**Solicitation Tracker – Transparency
in Public Procurement**



**National Procurement Institute
Achievement of Excellence in Procurement Award**



Resources and Contacts

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Resources and web links

Procurement website www.montgomerycountymd.gov/PRO

Vendor Registration System www.mcipcc.net

Vendor Resources

<https://www.montgomerycountymd.gov/PRO/vendor-resources/index.html>

PROjection (Forecasting tool)

<https://www.montgomerycountymd.gov/PRO/solicitations/projections.html>

Subscribe to weekly newsletter

<https://content.govdelivery.com/accounts/MDMONTGOMERY/bulletins/2fb9c49>

Monthly Virtual Open House (Third Wed 10AM –1/19/2022 10AM)

[Click here to join the meeting](#)



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Contact Information

<https://www.montgomerycountymd.gov/PRO/contact.html>

Local Business Program Manager

Michael Brown 240-777-9913
Michael.Brown@montgomerycountymd.gov

Minority, Female, Disabled Business Program Specialist

Alvin Boss 240-777-9912
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Procurement Business Relations and Compliance

Grace Denno 240-777-9959
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