

Message from the County Executive

Nearly 95% of Montgomery County's companies are considered small businesses. Combined, they are a strong and powerful engine that drives the Montgomery County economy. The vitality of our economy and the success of local businesses is a top priority of mine. In December 2008, I announced economic stimulus measures that included eleven action items to sustain and enhance the viability of the business community. The Local Small Business Reserve Program (LSBRP) is one of those measures that will help sustain economic growth well into the future. Under this program, Montgomery County Government's departments and agencies must commit to allocate 20% of their purchases of goods and services for the small business community. Passage of the Local Small Business Reserve Program was the result of cooperation between my office, the County Council and stakeholders in the business community. In FY14 we took further steps to strengthen the Program by adding a Contract Compliance Module into the Contract Administrator training courses, thereby ensuring county staff are well trained and implement consistently in the county contracting processes. It is gratifying that through collaboration such as this we take more steps towards ensuring our economic security. Please take a few minutes to read the related information. If you are a business owner but not registered with Montgomery County please remember to register your business and allow us to share in your success.

Message from the Director

I have long been impressed with strength and diversity of the Montgomery County local small business community. County businesses provide a wide array of goods and services to residents, businesses, and the public sector, including local government and the federal government. The Local Small Business Reserve Program exists to ensure that public tax dollars expended by the county government are reinvested into the local economy. Since its inception, the Program has resulted in significant increases in the amount of contracting performed by the county government with local small businesses. In FY14, the Program accomplished significant milestones, such as receiving its first graduate from the program – Colossal Contractors, Inc., and for the first time, awarding the County's office supply contract to an LSBRP vendor -- Benjamin Office Supply and Services, Inc. The Department of General Services' Office of Business Relations and Compliance is dedicated to promoting the Program in order to achieve sustained growth in the amount of contracting between county government and local small businesses. Its ongoing efforts to build linkages between the business community and county departments are proving successful, resulting in an increasing realization of the County Executive's vision and economic strategy.

I am pleased to note that this FY14 Annual Report for the Local Small Business Reserve Program reflects sustained increases in the amount of County contract activity with local small businesses since Program's inception in FY09. I invite you to read this report and forward your comments and questions to the Office of Business Relations (OBRC) staff at obrc@montgomerycountymd.gov



Montgomery County's Local Small Business Reserve Program

Executive Summary

In FY14, the Local Small Business Reserve Program continues to show growth. The Program again hosted a number of open house events targeting particular industries and departments, designed to afford local small and minority businesses a face to face opportunity to dialogue with key staff from County department and prime contractors.

In FY14, the County spent nearly \$100 Million with local small businesses and as a testament to increased contracting opportunities to local small businesses, we are proud to announce our first graduate vendor of the LSBRP. Colossal Contractors Inc, a small minority owned business located in Burtonsville, MD has been awarded 16 separate contracts and over \$10 million in County contracts, since January 1, 2006. We congratulate Colossal Contractors, Inc. and wish its continued success. Also, in FY14, we successfully switched the County's office supplies supplier from Office Depot to a LSBRP vendor – Benjamin Office Supply and Services, Inc. This continues the County Executive's attempts to unbundle large contracts and provide more opportunities to LSBRP vendors.

In FY 14, OBRC worked with the Office of Human Resources (OHR) and Procurement to add a mandatory OBRC module in the Contract Administrator (CA) training course. The module discusses all OBRC's contracting compliance programs. This module helps departmental contract administrators to better understand OBRC compliance requirements and implement the procurement process with more consistency and accuracy. More than 140 contract administrators were trained in FY14.

Further illustrating the success of the LSBRP, the amount of money spent in terms of paid invoices by the County to local small businesses has significantly increased from \$12.7 million in FY10 to \$96.27 million in FY14. These are public tax dollars being reinvested back into the local economy, fueling the business community with capital, stability, and employment strength.

Finally, an increased number of local small businesses are becoming aware of the program and demonstrating interest in it. In FY14, OBRC sent out weekly e-newsletter to 5,500 vendors on upcoming contracting opportunities and outreach events. Local, small or minority businesses benefit from OBRC's 1:1 consulting and technical assistance (averaging 15 vendors/month) to provide capacity building and information assets, contract compliance requirements, procurement processes, and proposal writing, etc.

Montgomery County is home to an active and responsive local small business community. Nearly 95% of Montgomery County's companies are considered small businesses. Local small businesses employ local residents, provide good jobs with livable wages, and are a significant driver of the local economy. It is clear that local small businesses have benefited from the Local Small Business Reserve Program. The program provides fair competition among local businesses to ensure the best value for the dollar spent on county contracts. In addition, the LSBRP provides an economic opportunity from which local small business can benefit. This investment in the local economy is an ongoing benefit to every small business



Montgomery County's Local Small Business Reserve Program

struggling to get a foothold in the marketplace and an equally ongoing benefit to the County.

Background

The accomplishments outlined in this report result from several initiatives to stimulate economic growth through local contracting. In FY09 a partial governmental reorganization was implemented creating the Department of General Services and the Office of Business Relations and Compliance. The County Executive and County Council enacted new legislation and Executive Regulations to expand the County's ability to increase contracting with local businesses:

1. Local Small Business Reserve Bill #3-09 (April 30, 2009) -- Established the DGS Director as the evaluator of a business's capacity to contractually perform
2. County Executive Regulation #2-09 (April 28, 2009) -- Doubled the earnings and employee thresholds for small businesses
3. Contracts & Procurement Amendments Bill #45-09 (April 1, 2010) -- Made it easier for small businesses to compete for contracts
4. County Executive Regulation #19-09AM (March 23, 2010) -- Revised Procurement Regulations

In FY09, in the wake of the economic downturn, the LSBRP Bill was directed at stimulating the local economy and was made a part of the County Executive's "Eleven Point Package to Aid Businesses Caught in the Recession."

Eligibility Requirements

Montgomery County actively seeks local businesses to compete for contracting opportunities with the County Government through the Local Small Business Reserve Program. The County's commitment to maintain a viable and business friendly environment is clearly demonstrated through aggressive engagement and recruiting of eligible businesses and legislation that requires a minimum of 20 percent of eligible purchases of goods, services and construction by the government to be made with local small business. Businesses may participate in the program if they are independently owned, have an economic operational base in Montgomery County, and meet the following sales or employee thresholds:

<i>Business Type</i>	<i>Employee Limit</i>		<i>Prior Three Year's Avg. Sales</i>	<i>Compliance Requirements</i>
Retail	30	OR	\$5 million	MFD*
Wholesale	30		\$5 million	MFD
Service	50		\$5 million	Living Wage, MFD
Construction	50		\$14 million	Prevailing Wage
Manufacturing	40		\$14 million	MFD

* Minority, Female, Disabled persons owned business program



FY14 Accomplishments

The FY14 report demonstrates that the Program continues to gain momentum, showing growth in all three performance indicators (solicitations issued, contracts awarded, and dollars spent). This success is attributed to more awareness of the program in the local business community, increased outreach efforts to local business organizations, and more cooperation from County departments. Major accomplishments in FY14 include:

- First graduate vendor of the LSBRP. Colossal Contractors Inc, a small minority owned business located in Burtonsville, MD has been awarded 16 separate contracts and over \$10 million in County contracts, since January 1, 2006.
- Through the newly developed OBRC module in the Contract Administrator (CA) training course, trained 140 County CAs in FY14.
- Provided 1:1 consulting and technical assistance (averaging 15 vendors/month) to vendors to provide capacity building and information assets, contract compliance requirements, procurement processes, and proposal writing, etc.
- Reached 24.6% local spending mandate for County-wide procurements
- Spent \$96.27 million toward Local Small Businesses.

Continued Innovative Practices

Among local municipalities, Montgomery County's Local Small Business Reserve Program continues to be a model of legislation, operation and outreach. Innovative practices used to implement the LSBRP law include:

- Worked with OHR and Procurement to add a module in the County's Contractor Administrator training course to cover LSBRP, MFD and wage compliance programs.
- Initiated series of "Open House" industry-specific events to help department users and vendors to meet and connect.
- Distributed weekly newsletters to local small businesses to advertise active solicitations, upcoming contracting opportunities and networking events.
- Increased participation in industry association meetings and chamber matchmaking and networking sessions to promote the LSBRP program and making the connection.
- Improved intranet functionality to reduce paper work for Contract Administrators and Procurement Specialists.
- Improved on-line forms and reporting tools for county departments. The result is increased productivity and reduced response time to exemption requests and reporting needs.



Marketing and Outreach

DGS Office of Business Relations and Compliance continued to participate in and host outreach events that in FY14, affording businesses the opportunity to connect directly with County departments. Small businesses were able to walk away with a better understanding of the goods and services sought by the County, as well as County's contract compliance requirements. These events provided valuable information to small businesses about available County resources along with opportunities to network with prime contractors to explore possible partnerships. Comparing with FY13's 11 events, in FY14, OBRC participated in 20 events, almost doubled the effort.

OBRC hosted events for LSBRP vendors

- Oct 30, 2013 - 'Meet the Primes' – Montgomery County Vendor Fair
- Feb 19, 2014 - Small Business Information and Resource Summit
- Feb 26, 2014 - Public Safety Vendor Fair
- June 26, 2014 - Subcontracting matchmaking for the Energy Services Contracts (ESCO)



Vendor Open House for Montgomery County Public Safety Departments

When: February 26th, 2014 10:00 - 12:00 noon

Location: 100 Edison Park Drive, Gaithersburg, MD 20878
Lobby level large conference room. Prepare for security check.

Registration: No registration is required, this event is free

Calling for Montgomery County's Local, Small and Minority vendors! Come and meet with contract administrators and decision makers on purchasing goods and services for the County's Public Safety agencies. The purpose of the fair is to give small businesses an opportunity to showcase services or products that may be of use to Public Safety agencies.

The list below is a sampling of some of the goods and services we are currently contracting for, and for which we solicit bids from time to time, however you are invited to demonstrate other goods or services which may be of interest to the agencies listed in this flyer.

Examples of some of the goods and services currently on contract with County Public Safety agencies:

- Information Technology Products/Equipment and Services/Solutions
- Professional and Consulting Services (accountants, contract specialists, IT professionals, doctors, nurses, physical therapist, etc)
- Catering Services
- Taxi/Transportation Services
- Event Planners
- Promotional Items
- Uniform tailoring and alteration
- Cleaning, decontamination and sanitizing of vehicles and buildings



Montgomery County Energy Performance Contracting

MATCHMAKING SESSION

When: June 26, 2014 2:00pm - 4:00 pm

Where: Montgomery County Executive Office Building Auditorium
101 Monroe St. Rockville, MD 20850

Partner: Pepco Small Business Program

Departments: DGS/Office of Energy and Sustainability
DGS/Building Design and Construction
DGS/ Office of Business Relations and Compliance
DGS/Procurement
Department of Economic Development

Meet with Montgomery County's three Energy Service Contractors:

AMERESCO NORESKO ENERGY SYSTEMS GROUP

Take this opportunity to identify teaming opportunities

PLEASE RSVP!
<http://www.eventbrite.com/e/esco-matchmaking-session-tickets-11905921933>

For more information, call 240-777-9913.



Montgomery County's Local Small Business Reserve Program

OBRC participated business events:

- Aug 27, 2013 - "MONTGOMERY AL DIA" - Radio Show
- Oct 9, 2013 - African American Chamber of Commerce, MD Dept. of Transportation (MDOT) certification
- Oct 29, 2013 - Asian American Business Conference
- Oct 31, 2013 - Black Caucus 2013 Annual Legislative Week
- Nov 1, 2013 - DC Minority Contractor Association Minority Business Expo
- Nov 13, 2013 - Alliance Baltimore Vendor Fair
- Nov 20, 2013 - Baltimore Washington Regional Government Procurement Fair
- Nov 21, 2013 - Montgomery County Chamber Award Dinner
- Dec 10, 2013 - MBE University Conference in Baltimore City
- Feb 19, 2014 - Small Business Information & Resource Summit
- Mar 16, 2014 - Hispanic Chamber of Commerce Annual Business Expo
- Apr 23, 2014 - African American Chamber of Commerce, MDOT certification
- May 9, 2014 - DED small business awards
- May 16, 2014 - Montgomery County Chamber, GovConNet Procurement Conference
- May 29, 2014 - Asian Pacific American Chamber of Commerce (APACC) seminar
- May 30, 2014 - Hispanic Chamber of Commerce Training seminar
- June 12, 2014 - SSA Annual Small Business Procurement Conference

Support and Advocacy

The Office of Business Relations and Compliance has an open-door policy for businesses seeking opportunities to do business with Montgomery County government. Interested companies are welcome to schedule one-on-one appointments with OBRC staff to learn about County's contracting needs, compliance programs, and Procurement processes. OBRC also offers training on how to use online tools to find valuable contracting information, and refer these businesses to appropriate departmental contract administrators. OBRC functions as an internal advocate and liaison, connecting the local business community with county departments to facilitate information exchange and contracting resource development. OBRC sends out weekly newsletters to advertise upcoming LSBRP opportunities as well as newly posted LSBRP solicitations.

Local Small Business Contracting Opportunity

Solicitation Number: [H20152](#) - Development of Brand and Implementation Plan for Montgomery County's Workforce System and Workforce Investment Board

Montgomery County Government through the Office of Procurement has issued an LSBRP solicitation for Development of Brand and Implementation Plan for Montgomery County's Workforce System and Workforce Investment Board. The closing date for this solicitation is **February 8, 2015 at 3:00 pm**.

Please contact [Casey Haddock](mailto:Casey.Haddock@montgomerycountymd.gov) (240-777-2049) with questions or to obtain a copy of the internal solicitation.

Scope of Work

1. Review existing branding and messaging materials and campaigns (current state assessment). Determine how branding and messaging will be integrated with the new Montgomery™ logo website.
2. Stakeholder interviews - Conduct interviews with various system stakeholders, business and job seeker customers and potential customers to evaluate market perceptions, communications needs and resource recommendations. Prepare report summarizing the interviews and conditions as guidance for development of the branding and messaging. Provide report to DWS and WTB committee(s).
3. Branding/Messaging Recommendations - Identify brand objectives, global messaging themes, and brand narrative to guide development of a logo, tagline and marketing messaging for the website. Include relevant terms and initial tagline themes for WTB feedback.
4. Tagline Development - Prepare taglines and consult with DWS and WTB to identify a final tagline for use on the website and related marketing materials. WTB will approve the final tagline.
5. Logo Development - Draft at least 2 proposed logo designs and consult with

Upcoming LSBRP Opportunities

The following contracts are about to expire and when re-advertised the County will reserve these opportunities under the LSBRP program. The solicitations will be posted within a few weeks, please visit the solicitation page (current opportunities) on a daily basis so that you don't miss the opportunity.

1. Police: Software Case Management System for Animal Control and Animal Shelter Records Management (No current contract)
2. DOT: Furnishing and Installation of Street Name and Traffic Sign Assemblies ([Similar to Contract: 010650129AA](#))
3. REC: Trophies, Awards, Plaques, Ribbons and Engraving ([Similar to Contract: 003113](#))
4. DOT: Tree Planting Services ([Similar to Contract: 0106020012AB](#))

Please note that the LSBRP newsletter is not a solicitation of your company's LSBRP status. The newsletter is a monthly publication for agencies that are interested in using the LSBRP program and provide you with the latest available information. To receive your LSBRP status information, please give the County's Contract Vendor Registration System (<http://www.montgomerycountymd.gov>) and update your profile. Thank you very much for your support!

Office of Business Relations and Compliance
 Department of General Services
 255 Rockville Pike, Suite 160
 Rockville, Maryland 20850
OBRC@montgomerycountymd.gov



Sample opportunity newsletters

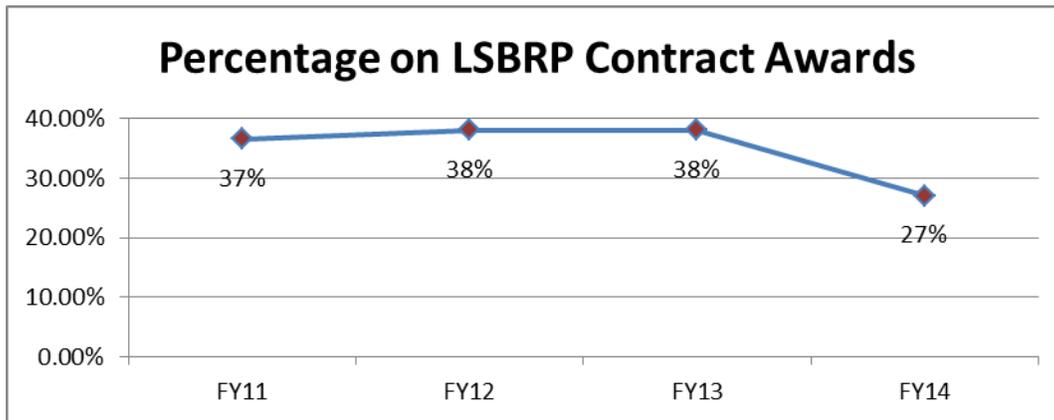
FY11 – FY14 Comparative Program Measures

1. Contracts Awarded to LSBRP (Based on Contract Execution Date)

Contracts executed in FY14 totaled \$657 million. Of the \$98 million in eligible contract awards, over \$26 million, or 27%, was awarded to Local Small Businesses. Comparing with previous years, FY14 awarded nearly \$327 million through Grants and Council Resolution, or to Public Entities, Non-profit Entities, or through non-competitive bids. These categories are exempted from the LSBRP program, and, therefore, combined resulted in decreased awards to LSBRP vendors in FY14.

Table 1: 4 year comparison of contract dollar values awarded to LSBRP companies

In \$ Values of Contracts	FY11	FY12	FY13	FY14
Total Award	\$ 581,951,169	\$ 502,679,749	\$ 361,752,610	\$ 656,974,770
Eligible to LSBRP	\$ 159,134,688	\$ 219,686,672	\$ 118,233,394	\$ 98,095,078
Award to LSBRP	\$ 58,178,516	\$ 83,652,699	\$ 45,123,467	\$26,231,520
Percent eligible awarded	37%	38%	38%	27%





Montgomery County's Local Small Business Reserve Program

TABLE 2 - Major contracts (over \$100,000) awarded in FY14 to LSBRP (sorted by dollar amount)

Dept	Description	Vendor	Amount *
DGS	Snow Removal Services at County Facilities - Group IV	Colossal Contractors, Inc.	\$3,959,999
DGS	Snow Removal Services at County Facilities - Group II	C T Stanley & Son, Inc.	\$3,889,999
DGS	Office Supplies	Benjamin Office Supply & Services, Inc.	\$2,000,000
DPS	Contractual Plan Review Assistance for Building Construction	DNC Architects, Inc.	\$1,500,000
DPS	Contractual Plan Review Assistance for Building Construction	Holbert & Apple Associates, Inc.	\$1,500,000
DPS	Contractual Plan Review Assistance for Building Construction	Weigand Associates, Inc.	\$1,500,000
DPS	Contractual Plan Review Assistance for Building Construction	Hacopian Enterprises, Inc.	\$1,500,000
DPS	Contractual Plan Review Assistance for Land Development	iDesign Engineering, Inc.	\$1,500,000
DGS	Snow Removal Services at County Facilities - Group I	Julio A. Ortiz trade as Kiaras Landscaping Corporation	\$1,140,000
DOT	Tree Planting Services (Secondary)	Ashton Manor Environmental, LLC	\$1,063,404
DOT	Tree Planting Services	Patriot Land And Wildlife Management Services, Inc.	\$682,058
DGS	TIME AND MATERIAL ELECTRICAL CONTROL SERVICES	Electric Advantage, Inc.	\$600,000
HCA	Residential Weatherization Services	Baruch and Pagan Associates, Inc. trade as Rockville Window and Door Corporation	\$433,926
DGS	Food Services Operation (EOB)	Wellbeing Cafe, Inc.	\$300,000
DGS	Food Services Operation (COB)	Wellbeing Cafe, Inc.	\$300,000
FRS	Personal Protective Equipment - Helmets	Maryland Fire Equipment Corporation	\$300,000
HCA	Residential Weatherization Services	Katcoll Enterprises, Inc. trade as Green Step	\$260,356
DGS	Time and Material Fencing Services	Julio A. Ortiz trade as Kiaras Landscaping Company	\$240,000
DGS	Snow Removal Services at County Facilities - Group III	EARN Contractors, Inc.	\$201,400
REC	Custodial Services for Indoor Pools for Areas A, B, C, D	J&H Maintenance Services Corporation	\$170,000
DOT	Snow Removal Services at County Parking Facilities - Group VI & VIII	Commercial Lawn & Landscaping, Inc. trade as Gazebo Gardens	\$148,000
HHS	Language Translation and Interpretation Services for minority individuals residing in Montgomery County, Maryland.	Schreiber Translations, Inc.	\$148,000
DOT	Sand Removal Services at Public Parking Facilities	EARN Contractors, Inc.	\$109,248
DOT	Snow Removal Services at County Parking Facilities	EARN Contractors, Inc.	\$108,500
PIO	Cable Television Producer Services	National Hispanic Communications Group, LTD	\$105,000
DOT	Snow Removal Services at County Parking Facilities - Group I	Julio A. Ortiz trade as Kiaras Landscaping Corporation	\$101,200

* This is estimated amount of the total contract value for the life of the contract including multi-year contracts.



Montgomery County's Local Small Business Reserve Program

2. Solicitations Issued in FY13: (Based on Solicitation posting date)

a. Number of Formal and Informal Solicitations Reserved for LSBRP

	FY11	FY12	FY13	FY14
Formal Solicitation	51	41	32	31
Informal Solicitation	22	28	21	28
Total	73	69	53	59

b. Number of Issued Formal and Informal LSBRP Solicitations subsequently Canceled*

	FY11	FY12	FY13	FY14
Formal Solicitation	13	7	6	1
Informal Solicitation	0	0	1	2
Total	13	7	7	3

* Solicitations may be cancelled due to:

- (1) lack of response,
- (2) offerors responding are subsequently found to be unqualified to perform the work,
- (3) offerors are found to not meet the eligibility requirements for LSBRP,
- (4) offers are withdrawn leaving no eligible LSBRP bidders, or
- (5) issuing department cancels due to a lack of funds or the termination of the original requirement.

c. Number of Formal and Informal Solicitations Reserved and Awarded to LSBRP**

	FY11	FY12	FY13	FY14
Formal Solicitation	38	34	26	30
Informal Solicitation	22	28	20	26
Total	60	62	46	56

** One solicitation may generate multiple contracts; and there may be up to 6 months between the date a solicitation is issued and the date a contract is executed.

Having to cancel and re-issue a solicitation when receiving no responsive bids for the LSBRP solicitations is time and labor consuming. In FY14, OBRC increased efforts to identify pools of qualified prospective bidders before LSBRP solicitations were issued. Further, OBRC worked closely with county departments submitting exemption requests to determine the basis for each request; advertised upcoming LSBRP opportunities well in advance of the solicitation; issued recruitment newsletters and notices of each new LSBRP opportunity and made personal contact through phone calls. Because of these efforts, in FY14 the number of solicitation cancellations due to lack of LSBRP competition was cut in half from the prior year. (see item b above).



Procurement Spending in FY14:

This section of the Report deals with payments made to local small businesses, which differs from earlier sections that reference contract awards that may cover multiple years. OBRC tracks both categories, recognizing that payments for work performed may lag behind contract awards by 6 to 12 months. The following performance indicators reflect both transaction activity as well as payments to businesses.

Table 3: 4 year comparison on Eligible LSBRP Expenditure

Procurement Expenditures, FY11-FY14								
Exemption Categories	FY11		FY12		FY13		FY14	
	Million \$	%						
Total Procurement Dollars	\$1,050.69		\$845.27		\$974.13		\$980.77	
Eligible for LSBRP Procurement	\$39.48	3.7%	\$125.07	14.8%	\$215.12	22.1%	\$299.17	30.5%
Procurement Expenditure to LSBRP	\$8.0	20.3%	\$29.65	23.7%	\$52.63	24.5%	\$73.71	24.6%

The “eligible” spending against which annual performance is measured is based on the portion of solicitations awarded to LSBRP vendors out of all eligible solicitations, the balance of which are considered open to non-LSBRP businesses.

A closer look at Exempted LSBRP spending

Highlighted in Table 5 are categories significantly impacting the overall availability of annual contracting dollars to local small businesses, or any other businesses: (1) Pre-existing Contracts and (2) Procurements exceeding \$10 million.

1. **Pre-existing Contracts** (highlighted in **YELLOW** in Table 4) - Many County contracts are for terms that exceed a single 12-month period, often extending for three to five years. Therefore, a contract is counted only once in the year of the award, and is not counted in the following years. In FY14 this “pre-existing contract” category equals \$408 million, accounting for 62% of contract expenditures.
2. **Procurements exceeding \$10 million** (highlighted in **GRAY** in Table 4) – Legislation creating the LSBRP initiative requires that all contracts valued under \$10 million will be reserved for competition among local small businesses unless specific exemption criteria apply. In FY14 the County awarded \$173 million in contracts valued over \$10 million, accounting for almost 26% of all contracting dollars awarded in FY14.

These two categories combined for \$580 million, or 88% of all LSBRP exemptions in FY14. This spending distribution is further illustrated in the following tables.

Besides the two categories of Pre-existing Contracts and Procurements Exceeding \$10 million, approximately \$73 million in exemptions (highlighted in **GREEN** in Table 4) were for contracts for which no competition was possible since the contracts were with; (a) other public entities, (b) specific companies because of grant requirements, or (c) were non-competitive awards such as contracts with an Original Equipment Manufacturers, sole licensed service providers, or other non-competitive basis approved by the County’s Contract Review Committee.



Montgomery County's Local Small Business Reserve Program

Table 4: 4 year comparison on LSBRP Exemptions (in million \$)

Exemption Categories	FY11		FY12		FY13		FY14	
	\$	%	\$	%	\$	%	\$	%
Chief Administrative Officer Waiver	\$ 0.30	0.03%	\$ 0.00	0%	\$ 0.00	0%	\$0.00	0%
Conflicts with law or grant	\$ 13.00	1.34%	\$ 11.37	1.68%	\$ 5.82	0.81%	\$6.34	0.95%
Public or Emergency Procurement	\$ 43.50	4.47%	\$ 6.12	0.90%	\$ 10.99	1.54%	\$14.94	2.27%
Non-competitive contract	\$ 22.30	2.29%	\$ 12.75	1.88%	\$ 25.35	3.55%	\$51.61	7.83%
Pre-existing Contract	\$307.80	31.66%	\$465.25	68.71%	\$452.56	63.30%	\$407.54	61.85%
Procurement Exceeds \$10 million	\$561.90	57.80%	\$163.39	24.13%	\$210.35	29.43%	\$172.57	26.19%
No LSBRP vendor deemed qualified	\$ 23.40	2.41%	\$ 18.29	2.70%	\$9.82	1.37%	\$6.03	0.91%
Total Procurement exempted from LSBRP	\$972.20	100%	\$677.17	100%	\$714.90	100%	\$659.03	100%

In FY14, continued enhancements in the technology as well as the implementation of the “Upcoming LSBRP Opportunities” newsletter further decreased the number of exemptions under the “No LSBRP vendor deemed qualified” exemption category. When a department submits a request with “No LSBRP vendor deemed qualified,” OBRC staff works closely with the Contract Administrator to review the basis for this request and confirms the presence or absence of qualified competition. OBRC also works with departments well in advance of requirements to pro-actively advertise LSBRP solicitations anticipated to be issued in the near future. Staff conducts one-on-one outreach through phone calls and e-mail notifications to registered businesses as well as businesses identified by the various chambers of commerce, Economic Development records, and Internet searches in an effort to encourage businesses’ participation in the procurement. As a result of these efforts exemptions allowed under this category continued to drop to \$6.03 million (0.91%) in FY14.

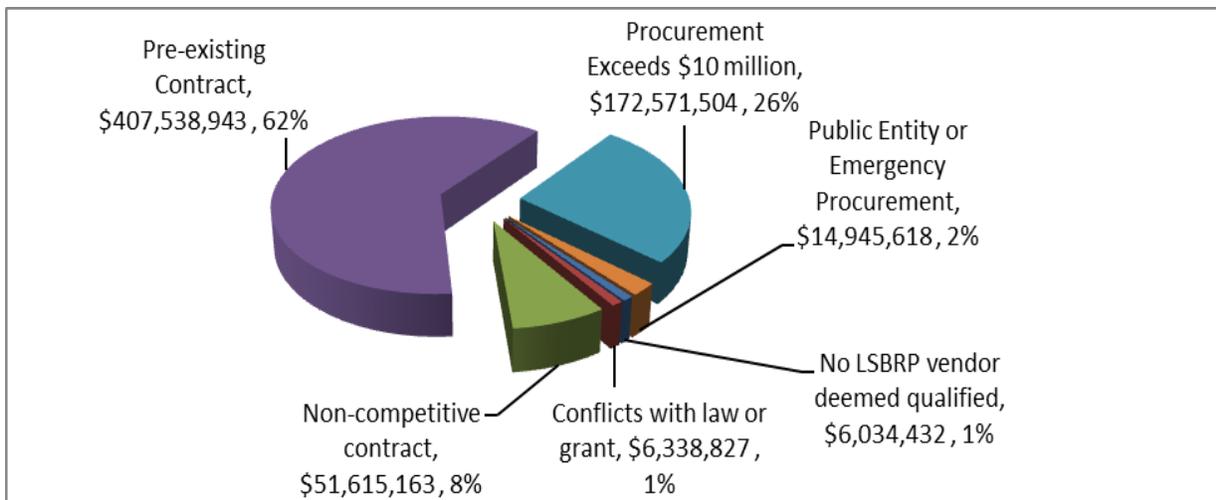


Figure 1: FY14 Exempted Expenditure breakdown



Montgomery County's Local Small Business Reserve Program

Procurement Expenditures Summary

A total of \$22.56 million of the County's FY14 competitive contract opportunities (highlighted in **YELLOW** in Table 5) could be considered available for LSBRP competition. These are opportunities in which it would be reasonably assumed that sufficient competition exists to support a competitive solicitation under the LSBRP as program enrollment increases and resources can be further devoted to identifying companies qualified to meet County requirements.

Table 5: FY14 Procurement Expenditures Summary

Categories		# of PO	\$ amount value	Sub Total	Exemption Y/N	Awarded LSBRP	Potential Market
Not Exempted	Non exempt and Awarded non LSBRP	Non exempt and Awarded non LSBRP	2007	\$225,458,555	\$225,458,555	\$299,166,670	\$327,763,966
	Non-exempt and Awarded LSBRP	Under \$5,000 solicitation, awarded LSBRP	0	\$0	\$73,708,115		
		Non-exempt but Awarded LSBRP	582	\$39,804,242			
		Advertised LSBRP Solicitation and Awarded LSBRP	524	\$33,903,873			
Exempted from LSBRP	Exempt and Awarded LSBRP	N/A	236	\$22,562,864	\$681,607,351	\$653,010,055	
	Exempt and Awarded non LSBRP	No LSBRP vendor deemed qualified	180	\$6,034,432			\$659,044,487
		Conflicts with law or grant	56	\$6,338,827			
		Non-competitive contract	543	\$51,615,163			
		Pre-existing Contract	2497	\$407,538,943			
		Procurement Exceeds \$10 million	53	\$172,571,504			
		Public Entity or Emergency Procurement	131	\$14,945,618			
		Total					



Montgomery County's Local Small Business Reserve Program

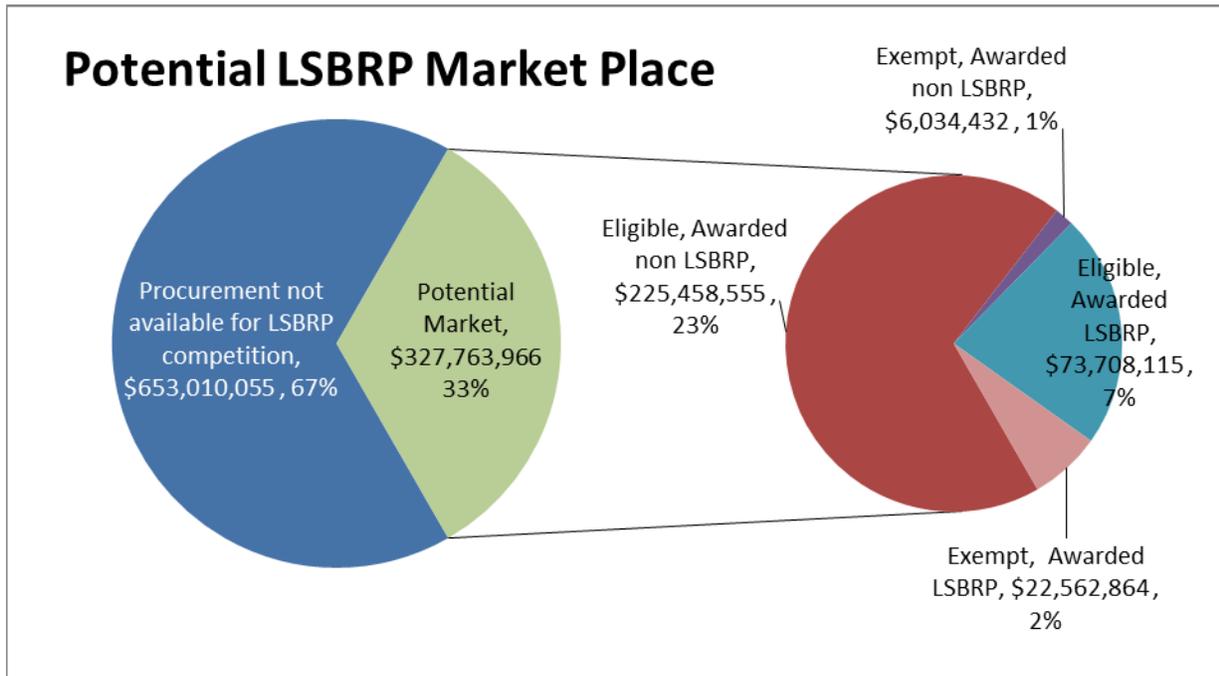


Figure 2: Procurement expenditure available to LSBRP competition

As illustrated in Figure 2, of the \$328 million potential LSBRP opportunities, \$96.27 million, or 29%, was awarded to local small businesses.

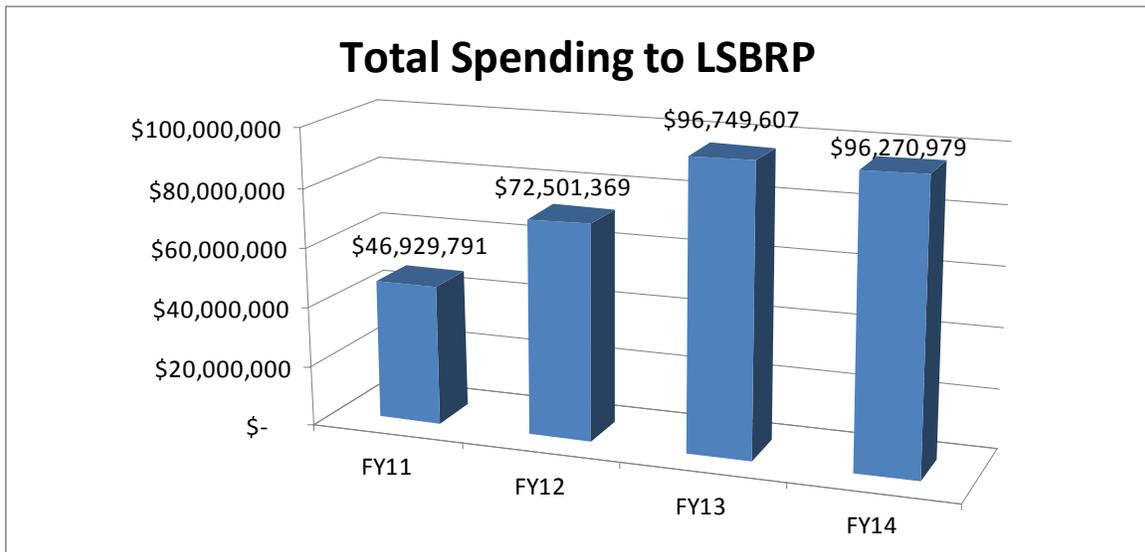


Figure 3: 4 year comparison on Procurement expenditures to LSBRP vendors



Montgomery County's Local Small Business Reserve Program

LSBRP expenditure by Department

Table 6: Department spending towards LSBRP vendors

Department	LSBRP spending	% to Eligible
Board of Investment Trustees	\$554,882	7
Circuit Court	\$64,737	50
Community Engagement Cluster	\$68,365	20
Community Use of Public Facilities	\$3,396	4
Department of Correction and Rehabilitation	\$933,375	30
County Council	\$147,000	65
Department of Economic Development	\$325,612	22
Department of Homeland Security	\$269,150	13
Department of Environmental Protection	\$5,767,824	90
Department of Finance	\$2,351,067	95
Department of Fire & Rescue Services	\$2,189,363	16
Department of General Services	\$34,690,440	51
Department of Health & Human Services	\$10,449,048	27
Department of Housing & Community Affairs	\$791,958	24
Office of Human Resources	\$250,556	27
Department of Liquor Control	\$800,223	55
Department of Permitting Services	\$174,205	59
Department of Police	\$1,314,706	8
Public Information Office	\$6,000	100
Department of Public Libraries	\$58,970	18
Department of Recreation	\$944,513	44
Office of the Sheriff	\$136,533	17
Department of Technology Services	\$4,622,499	30
Department of Transportation	\$29,415,873	28

Departments Compliance with LSBRP Requirements, FY11 - FY14

Table 7: Number of Department that meet/do not meet the 20% goal

	FY11	FY12	FY13	FY14
# of Departments that meet requirement	21	23	22	17
# of Departments that do not meet requirement	3	6	4	7
Total	24	29	26	24