

PRO Open House:

LSBRP & VBPP Program Overview

Jan 21, 2026

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Local Small Business Reserve Program (LSBRP)

- Any procurement valued under \$10 million is assumed to be reserved as LSBRP (unless an exemption is approved)
- Register your business as a vendor in our County Vendor Registration System (CVRS), identifying who you are and the goods and services you provide
- Complete the LSBRP application

LSBRP Goal: County departments are charged with spending 25% of their available procurement dollars with LSBRP vendors

- Issuing RFP's and IFB's under LSBRP
- As part of the County Executive's efforts to assist local small businesses to recover from the COVID-19 recession, the Director of Procurement will require all Informal solicitations to be reserved under the Local Small Business Reserve Program (LSBRP), starting on April 1st, 2021
- Direct Purchase Orders (DPO's)

Local Small Business Reserve Program (LSBRP)



Do I Qualify for LSBRP?

Eligibility is determined by ownership type, location, number of employees and gross sales.

Ownership

- Independently-owned businesses only; brokers and subsidiary businesses are not eligible. A federal tax number or W-9 in the name of the business is required.

Location - your principal place of business is in Montgomery County defined as follows:

- The business has its physical business location(s) only in Montgomery County; OR
- The business has physical locations both in and outside of the County, but the County-based location(s) accounts for over 50% of employees, or over 50% of gross sales.

LSBRP

Sales & Size Criteria

Business Type	Employee Limit	OR	Prior 3 Years' Average Sales
Retail	30		\$5,000,000
Wholesale	30		\$5,000,000
Services	100		\$10,000,000
Construction	50		\$14,000,000
Manufacturing	40		\$14,000,000

Veteran-Owned Business Preference Program (VBPP)

- New program passed by the Montgomery County Council in 2024 that is designed to give veteran-owned businesses located in the county a leg-up in doing business with the county
- Verified Veteran Owned businesses will receive additional evaluation points worth 5% of the total available points for eligible solicitations
- Must have BOTH the LSBRP and the VBPP certifications to receive points
- The only certification that we accept is the SBA Veteran Small Business Certification (VetCert)

https://veterans.certify.sba.gov



Tips for Success



- Apply for all LSBRP and VBPP through the CVRS portal
- Gather the required business documents in advance to speed up the application process
- Answer ALL questions and submit ALL the required documentation to avoid delays or denial of your application
- Ensure that your vendor profile has an approved LSBRP /VBPP certification whenever you submit a bid or proposal
- OR that you have completed your LSBRP/ VBPP certification applications before the proposal / bid deadline

CVRS – how to apply for VBPP

Navigate to:

<https://montgomerycountymd.gov/vendorregistration>



Thank you!

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Montgomery County Office of Procurement

<https://montgomerycountymd.gov/pro>

CVRS Vendor Registration

<https://montgomerycountymd.gov/VendorRegistration>