P2 7lr0184 CF SB 309

## By: The Speaker (By Request - Administration) and Delegates Kipke, McConkey, and West

Introduced and read first time: January 26, 2017 Assigned to: Health and Government Operations

Committee Report: Favorable with amendments

House action: Adopted

Read second time: March 14, 2017

CHAPTER \_\_\_\_\_

1 AN ACT concerning

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## State Finance and Procurement - Small and Minority Business Participation

3 FOR the purpose of clarifying what constitutes good cause for the purpose of removal of a 4 certified minority business enterprise after the execution of a contract; prohibiting 5 the failure of a certified minority business to provide a certain bond from being 6 considered nonperformance; authorizing a certain unit to apply a certain percentage 7 of certain costs toward achieving certain goals under certain circumstances; 8 authorizing a certain unit to apply the total amount of certain fees or commissions 9 toward certain goals under certain circumstances; prohibiting a certain unit from 10 applying any portion of certain costs toward certain goals; repealing the definition of 11 "designated procurement unit" in the Small Business Reserve Program; altering a 12 requirement that certain units structure certain procurement procedures to achieve 13 a certain minimum percentage of the unit's total dollar value of certain contracts to 14 be made directly to small businesses; providing that a certain unit may apply only certain payments toward its overall annual Small Business Reserve payment; 15 16 requiring the Special Secretary of Minority Affairs, in consultation with the Attorney 17 General, to establish certain standards and guidelines at a certain regular interval; defining a certain term; making conforming changes; and generally relating to small 18 19 and minority business participation in State procurement.

20 BY repealing and reenacting, with amendments,

Article – State Finance and Procurement

22 Section 14–302 and 14–502 through 14–505

23 Annotated Code of Maryland

## EXPLANATION: CAPITALS INDICATE MATTER ADDED TO EXISTING LAW.

[Brackets] indicate matter deleted from existing law.

<u>Underlining</u> indicates amendments to bill.

Strike out indicates matter stricken from the bill by amendment or deleted from the law by amendment.



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(iii) 1.

1	(2015 Replacement Volume and 2016 Supplement)							
2 3 4 5 6 7	BY repealing and reenacting, with amendments, Article – State Finance and Procurement Section 14–501 Annotated Code of Maryland (2015 Replacement Volume and 2016 Supplement) (As enacted by Chapter 8 of the Acts of the General Assembly of 2016)							
8 9	SECTION 1. BE IT ENACTED BY THE GENERAL ASSEMBLY OF MARYLAND, That the Laws of Maryland read as follows:							
10	Article - State Finance and Procurement							
11	14–302.							
12 13 14 15	(a) (1) (i) 1. Except for leases of real property, each unit shall structure procurement procedures, consistent with the purposes of this subtitle, to try to achieve an overall percentage goal of the unit's total dollar value of procurement contracts being made directly or indirectly to certified minority business enterprises.							
16 17 18	2. Notwithstanding subsubparagraph 1 of this subparagraph, the following contracts may not be counted as part of a unit's total dollar value of procurement contracts:							
19 20	A. a procurement contract awarded in accordance with Subtitle 1 of this title;							
21 22	B. a procurement contract awarded to a not–for–profit entity in accordance with requirements mandated by State or federal law; and							
23 24 25 26 27 28	C. a procurement by the Maryland Developmental Disabilities Administration of the Department of Health and Mental Hygiene for family and individual support services, community residential services, resource coordination services, behavioral support services, vocational and day services, and respite services, as those terms are defined in regulations adopted by the Department of Health and Mental Hygiene.							
29 30 31	(ii) 1. The overall percentage goal shall be established on a biennial basis by the Special Secretary of Minority Affairs, in consultation with the Secretary of Transportation and the Attorney General.							
32 33	2. During any year in which there is a delay in establishing the overall goal, the previous year's goal will apply.							

the Attorney General, the Special Secretary of Minority Affairs shall establish guidelines

In consultation with the Secretary of Transportation and

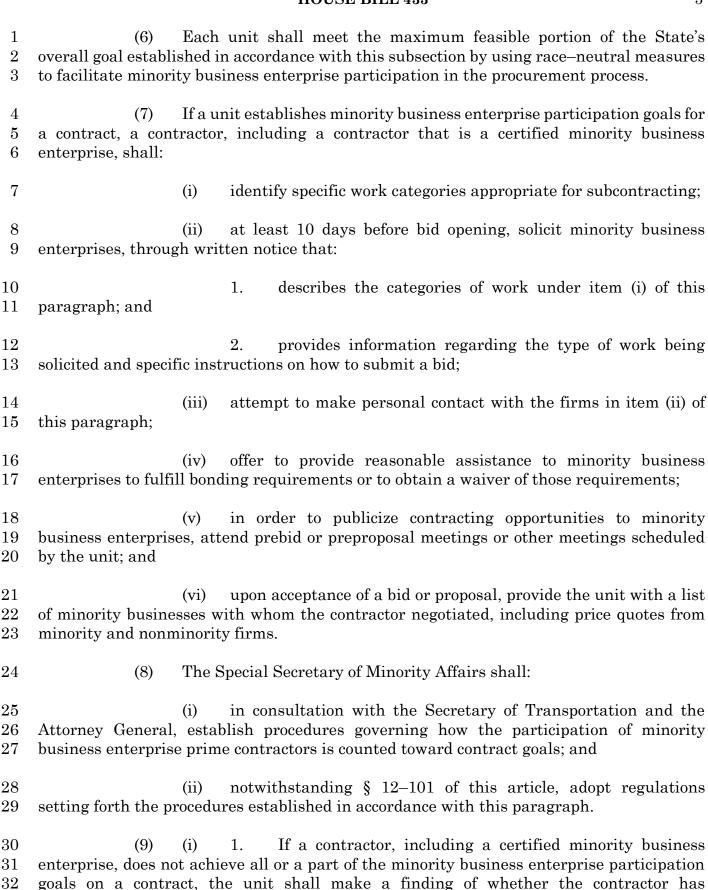
- on a biennial basis for each unit to consider while determining whether to set subgoals for the minority groups listed in § 14–301(k)(1)(i)1, 2, 3, 4, and 6 of this subtitle.
- During any year in which there is a delay in establishing the subgoal guidelines, the previous year's subgoal guidelines will apply.
- 5 (iv) 1. The Special Secretary of Minority Affairs, in consultation 6 with the Secretary of Transportation and the Attorney General, shall establish goals and 7 subgoal guidelines that, to the maximum extent feasible, approximate the level of minority 8 business enterprise participation that would be expected in the absence of discrimination.
- 9 2. In establishing overall goals and subgoal guidelines, the 10 Special Secretary of Minority Affairs shall provide for public participation by consulting 11 with minority, women's, and general contractor groups, community organizations, and 12 other officials or organizations that could be expected to have information concerning:
- A. the availability of minority— and women—owned businesses;
- B. the effects of discrimination on opportunities for 16 minority– and women–owned businesses; and
- 17 C. the State's operation of the Minority Business Enterprise 18 Program.
- 19 (v) In establishing overall goals, the factors to be considered shall 20 include:
- 21 1. the relative availability of minority— and women—owned 22 businesses to participate in State procurement as demonstrated by the State's most recent 23 disparity study;
- 24 2. past participation of minority business enterprises in 25 State procurement, except for procurement related to leases of real property; and
- other factors that contribute to constitutional goal setting.
- 27 (vi) Notwithstanding § 12–101 of this article, the Special Secretary of Minority Affairs shall adopt regulations in accordance with Title 10, Subtitle 1 of the State Government Article setting forth the State's overall goal.
- 30 (2) The Special Secretary of Minority Affairs, in consultation with the 31 Secretary of Transportation and the Attorney General, shall establish guidelines for each 32 unit to consider when determining the appropriate minority business enterprise 33 participation percentage goal for a procurement contract in accordance with paragraph (3) 34 of this subsection.

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1	(3) Each unit shall:						
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4 5 6	(ii) implement a program that will enable the unit to evaluate each contract to determine the appropriate minority business enterprise participation goals, i any, for the contract based on:						
7 8	1. the potential subcontract opportunities available in the prime procurement contract;						
9 10	2. the availability of certified minority business enterprises to respond competitively to the potential subcontract opportunities;						
11 12	3. the contract goal guidelines established under paragraph (2) of this subsection;						
13 14	4. the subgoal guidelines established under paragraph (1)(iii) of this subsection; and						
15	5. other factors that contribute to constitutional goal setting;						
16 17	(iii) monitor and collect data with respect to prime contractor compliance with contract goals; and						
18 19	(iv) institute corrective action when prime contractors do not make good–faith efforts to comply with contract goals.						
20	(4) Units may not use quotas or any project goal-setting process that:						
21 22	(i) solely relies on the State's overall numerical goal, or any other jurisdiction's overall numerical goal; or						
23 24	(ii) fails to incorporate the analysis outlined in paragraph (3)(ii) of this subsection.						
25 26	(5) (i) A woman who is also a member of an ethnic or racial minority group may be certified in that category in addition to the gender category.						
27 28	(ii) For purposes of achieving the goals in this subsection, a certified minority business enterprise may participate in a procurement contract and be counted as						

a woman-owned business, or as a business owned by a member of an ethnic or racial group,

but not both, if the business has been certified in both categories.



demonstrated that the contractor took all necessary and reasonable steps to achieve the

goals, including compliance with paragraph (7) of this subsection.

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$\frac{1}{2}$	2. A waiver of any part of the minority business enterprise goals for a contract shall be granted if a contractor provides a reasonable demonstration of						
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4 5 6	(ii) If the unit determines that a waiver should be granted in accordance with subparagraph (i) of this paragraph, the unit may not require the contractor to renegotiate any subcontract in order to achieve a different result.						
7 8 9 10	(iii) The head of the unit may waive any of the requirements of this subsection relating to the establishment, use, and waiver of contract goals for a sole source, expedited, or emergency procurement in which the public interest cannot reasonably accommodate use of those requirements.						
11 12 13	(iv) 1. Except for waivers granted in accordance with subparagraph (iii) of this paragraph, when a waiver determination is made, the unit shall issue the determination in writing.						
14	2. The head of the unit shall:						
15 16	A. keep one copy of the waiver determination and the reasons for the determination; and						
17 18	B. forward one copy of the waiver determination to the Governor's Office of Minority Affairs.						
19 20 21	(v) On or before July 31 of each year, each unit shall submit directly to the Board of Public Works and the Governor's Office of Minority Affairs an annual report of waivers requested and waivers granted under this paragraph.						
22 23 24	(vi) The report required under subparagraph (v) of this paragraph shall contain the following information on those contracts where the unit considered a contractor's request for waiver of all or a portion of the minority business enterprise goals:						
25	1. the contract titles, numbers, and dates;						
26	2. the number of waiver requests received;						
27	3. the number of waiver requests granted; and						
28	4. any other information specifically requested by the Board.						
29 30 31	(10) (i) 1. This paragraph applies to a bidder or offeror after submission of a bid or proposal and before the execution of a contract with an expected degree of minority business enterprise participation.						

- 2. If the bidder or offeror determines that a minority business enterprise identified in the minority business enterprise participation schedule has become or will become unavailable or ineligible to perform the work required under the contract, the bidder or offeror shall notify the unit within 72 hours of making the determination.
- 6 (ii) 1. If a minority business enterprise identified in the minority 5 business enterprise participation schedule submitted with a bid or offer has become or will 6 become unavailable or ineligible to perform the work required under the contract, the 7 bidder or offeror may submit a written request with the unit to amend the minority 6 business enterprise participation schedule.
- 11 2. The request to amend the minority business enterprise 12 participation schedule shall indicate the bidder's or offeror's efforts to substitute another 13 certified minority business enterprise to perform the work that the unavailable or ineligible 14 minority business enterprise would have performed.
- 15 (iii) A minority business enterprise participation schedule may not 16 be amended unless:
- 17 the bidder or offeror provides a satisfactory explanation of 18 the reason for inclusion of the unavailable or ineligible firm on the minority business 19 enterprise participation schedule; and
- 20 2. the amendment is approved by the unit's procurement officer after consulting with the unit's minority business enterprise liaison.
- 22 (11) (i) This paragraph applies after execution of a contract with an 23 expected degree of minority business enterprise participation.
- 24 (ii) The minority business enterprise participation schedule, 25 including any amendment, shall be attached to and made a part of the executed contract.
- 26 FOR (iii) 1. Α. EXCEPT AS PROVIDED IN 27 SUBSUBSUBPARAGRAPH B OF THIS SUBSUBPARAGRAPH, FOR PURPOSES OF THIS SUBPARAGRAPH, GOOD CAUSE FOR REMOVAL OF A CERTIFIED MINORITY BUSINESS 28 29 **ENTERPRISE AFTER CONTRACT EXECUTION INCLUDES DOCUMENTED** 30 NONPERFORMANCE BY THE MINORITY BUSINESS ENTERPRISE OR ELECTION BY THE 31 CERTIFIED MINORITY BUSINESS ENTERPRISE TO CEASE WORK ON THE CONTRACT.
- B. FAILURE OF A CERTIFIED MINORITY BUSINESS
  ENTERPRISE TO PROVIDE A BOND REQUESTED BY A CONTRACTOR IN VIOLATION OF
  \$ 13-227 OF THIS ARTICLE MAY NOT BE CONSIDERED NONPERFORMANCE BY THE
  MINORITY BUSINESS ENTERPRISE.

- 1 [1.] 2. A contractor may not terminate or otherwise cancel 2 the contract of a certified minority business enterprise subcontractor listed in the minority 3 business enterprise participation schedule without showing good cause and obtaining the 4 prior written consent of the minority business enterprise liaison and approval of the head 5 of the unit.
- 6 [2.] 3. The unit shall send a copy of the written consent obtained under subsubparagraph [1] 2 of this subparagraph to the Governor's Office of Minority Affairs.
- 9 (iv) A minority business enterprise participation schedule may not 10 be amended after the date of contract execution unless the request is approved by the head 11 of the unit and the contract is amended.
- 12 (12) If, during the performance of a contract, a certified minority business 13 enterprise contractor or subcontractor becomes ineligible to participate in the Minority 14 Business Enterprise Program because one or more of its owners has a personal net worth 15 that exceeds the amount specified in § 14–301(k)(3) of this subtitle:
- 16 (i) that ineligibility alone may not cause the termination of the 17 certified minority business enterprise's contractual relationship for the remainder of the 18 term of the contract; and
- 19 (ii) the certified minority business enterprise's participation under 20 the contract shall continue to be counted toward the program and contract goals.
- 21 (13) (i) Except as provided in subparagraph (ii) of this paragraph, a 22 not-for-profit entity participating as a minority business enterprise on a procurement 23 contract awarded by a unit before July 1, 2015, may continue to participate in the contract 24 until the contract expires or otherwise terminates, including all options, renewals, and 25 other extensions.
- 26 (ii) 1. The not-for-profit entity's participation may not be counted toward achieving the minority business enterprise participation goals in this subsection.
- 2. The unit may not require that a certified minority business enterprise be substituted for the not-for-profit entity in order to meet the minority business enterprise goals for the procurement contract.
- 32 (14) (I) FOR PURPOSES OF THIS PARAGRAPH AND PARAGRAPH (15) 33 OF THIS SUBSECTION, "REGULAR DEALER":
- 1. MEANS A FIRM THAT OWNS, OPERATES, OR MAINTAINS
  35 A STORE, A WAREHOUSE, OR ANY OTHER ESTABLISHMENT IN WHICH THE
  36 MATERIALS, SUPPLIES, ARTICLES, OR EQUIPMENT ARE OF THE GENERAL

- 1 CHARACTER DESCRIBED BY THE SPECIFICATIONS REQUIRED UNDER THE CONTRACT
- 2 AND ARE BOUGHT, KEPT IN STOCK, OR REGULARLY SOLD OR LEASED TO THE PUBLIC
- 3 IN THE USUAL COURSE OF BUSINESS; AND
- 2. DOES NOT INCLUDE A PACKAGER, A BROKER, A
- 5 MANUFACTURER'S REPRESENTATIVE, OR ANY OTHER PERSON THAT ARRANGES OR
- 6 EXPEDITES TRANSACTIONS.
- 7 (II) A UNIT MAY APPLY ONLY 60% OF THE COSTS OF THE
- 8 MATERIALS AND SUPPLIES PROVIDED BY THE CERTIFIED MINORITY BUSINESS
- 9 ENTERPRISE IF THE CERTIFIED MINORITY BUSINESS ENTERPRISE IS A REGULAR
- 10 DEALER FOR PURPOSES OF ACHIEVING THE MINORITY BUSINESS ENTERPRISE
- 11 CONTRACT GOAL.
- 12 (15) (I) WITH RESPECT TO MATERIALS OR SUPPLIES PURCHASED
- 13 FROM A CERTIFIED MINORITY BUSINESS ENTERPRISE THAT IS NEITHER A
- 14 MANUFACTURER NOR A REGULAR DEALER, A UNIT MAY APPLY THE ENTIRE AMOUNT
- 15 OF FEES OR COMMISSIONS CHARGED FOR ASSISTANCE IN THE PROCUREMENT OF
- 16 THE MATERIALS AND SUPPLIES, FEES, OR TRANSPORTATION CHARGES FOR THE
- 17 DELIVERY OF MATERIALS AND SUPPLIES REQUIRED ON A PROCUREMENT TOWARD
- 18 MINORITY BUSINESS ENTERPRISE CONTRACT GOALS, PROVIDED A UNIT
- 19 DETERMINES THE FEES TO BE REASONABLE AND NOT EXCESSIVE AS COMPARED
- 20 WITH FEES CUSTOMARILY ALLOWED FOR SIMILAR SERVICES.
- 21 (II) A UNIT MAY NOT APPLY ANY PORTION OF THE COSTS OF THE
- 22 MATERIALS AND SUPPLIES TOWARD MINORITY BUSINESS ENTERPRISE GOALS.
- 23 (b) (1) The provisions of §§ 14-301(f) and 14-303 of this subtitle and
- 24 subsection (a) of this section are inapplicable to the extent that any unit determines the
- 25 provisions to be in conflict with any applicable federal program requirement.
- 26 (2) The determination under this subsection shall be included with the
- 27 report required under § 14–305 of this subtitle.
- 28 14-501.
- 29 (a) In this subtitle the following words have the meanings indicated.
- 30 (b) ["Designated procurement unit" means:
- 31 (1) the State Treasurer;
- 32 (2) the Department of Information Technology;
- 33 (3) the Department of Commerce;

(2)

1		(4)	the Department of the Environment;				
2		(5)	the Department of General Services;				
3		(6)	the Department of Health and Mental Hygiene;				
4		(7)	the Department of Housing and Community Development;				
5		(8)	the Department of Human Resources;				
6		(9)	the Department of Juvenile Services;				
7		(10)	the Department of Labor, Licensing, and Regulation;				
8		(11)	the Department of Natural Resources;				
9		(12)	the State Department of Education;				
10		(13)	the Department of State Police;				
11		(14)	the Department of Public Safety and Correctional Services;				
12		(15)	the Department of Transportation;				
13		(16)	the University System of Maryland;				
14		(17)	the Maryland Port Commission;				
15		(18)	the State Retirement Agency;				
16		(19)	the Maryland Insurance Administration;				
17		(20)	the Maryland Stadium Authority;				
18		(21)	the State Lottery and Gaming Control Agency;				
19		(22)	the Morgan State University; and				
20		(23)	the Maryland Transportation Authority.				
21	(c)]	"Small business" means:					
22 23	title, that m	(1) neets th	a certified minority business enterprise, as defined in § 14–301 of this ne criteria specified under item (2) of this subsection; or				

a business, other than a broker, that meets the following criteria:

1	(i)	)	the bu	sines	s is independently owned and operated;			
2	(i	i)	the bu	ısines	s is not a subsidiary of another business;			
3	(i	ii)	the bu	ısines	s is not dominant in its field of operation; and			
4 5	`	v) pers	1. sons in	A. its m	the wholesale operations of the business did not ost recently completed 3 fiscal years;			
6 7	B. the retail operations of the business did not employ more than 25 persons in its most recently completed 3 fiscal years;							
8 9	employ more than 10				manufacturing operations of the business did not nost recently completed 3 fiscal years;			
10 11	than 100 persons in i		D. ost rec		ervice operations of the business did not employ more completed 3 fiscal years;			
12 13	more than 50 persons	s in i	E. ts mos		onstruction operations of the business did not employ ntly completed 3 fiscal years; and			
14 15	did not employ more	than	F. 100 p		rchitectural and engineering services of the business in its most recently completed 3 fiscal years; or			
16 17 18	business did not exce years;	eed a	2. an ave	A. rage o	the gross sales of the wholesale operations of the of \$4,000,000 in its most recently completed 3 fiscal			
19 20	not exceed an averag	e of §	B. \$3,000	_	ross sales of the retail operations of the business did n its most recently completed 3 fiscal years;			
21 22 23	business did not exce years;	eed a	C. an ave	_	cross sales of the manufacturing operations of the of \$2,000,000 in its most recently completed 3 fiscal			
24 25	not exceed an averag	e of §	D. \$10,00	_	ross sales of the service operations of the business did in its most recently completed 3 fiscal years;			
26 27 28	business did not exce years; and	eed a	E. an ave	_	gross sales of the construction operations of the of \$7,000,000 in its most recently completed 3 fiscal			
29 30	services of the busin	ness	F. did no	-	gross sales of the architectural and engineering eed an average of \$4,500,000 in its most recently			

completed 3 fiscal years.

- 1 **[(d)] (C)** "Small business reserve" means those procurements that are limited to responses from small businesses under § 14–502(b) of this subtitle.
- 3 14-502.
- 4 (a) Except as provided in subsection (d) of this section, this subtitle applies to all 5 procurements by a [designated procurement] unit.
- 6 (b) This subsection does not apply to procurements subject to Subtitle 1 of this 7 title.
- 8 (c) [A designated procurement] TO THE EXTENT PRACTICABLE, A unit shall structure its procurement procedures to achieve a minimum of [10%] 15% of the unit's total dollar value of goods, supplies, services, maintenance, construction, construction—related services, and architectural and engineering service contracts to be made directly to small businesses.
- 13 (d) The total dollar value of procurements by a [designated procurement] unit 14 does not include the value of contracts to which this section does not apply because of a 15 conflict with federal law.
- 16 (E) A UNIT MAY APPLY TOWARD THE UNIT'S OVERALL ANNUAL SMALL
  17 BUSINESS RESERVE PAYMENT ACHIEVEMENT ONLY THOSE PAYMENTS RESULTING
  18 FROM A PROCUREMENT THAT IS DESIGNATED A SMALL BUSINESS RESERVE
  19 PROCUREMENT.
- 20 (F) THE SPECIAL SECRETARY OF MINORITY AFFAIRS, IN CONSULTATION 21 WITH THE ATTORNEY GENERAL, SHALL ESTABLISH STANDARDS AND GUIDELINES 22 FOR PARTICIPATION IN THE SMALL BUSINESS RESERVE PROGRAM EVERY 5 YEARS.
- 23 14-503.
- 24 (a) The Governor's Office of Minority Affairs shall adopt regulations to establish procedures for compiling and maintaining a comprehensive bidder's list of qualified small businesses that shall be posted on the Internet.
- 27 (b) The Governor's Office of Minority Affairs shall:
- 28 (1) establish guidelines for Small Business Reserve Program 29 administration;
- 30 (2) ensure agency compliance with the Small Business Reserve Program;
- 31 (3) provide training and technical assistance to agency personnel; and

- 1 (4) collect data regarding the State's utilization of small business reserve vendors.
- 3 (c) Each [designated procurement] unit shall ensure compliance with the 4 regulations set forth in subsection (a) of this section.
- 5 14-504.
- 6 (a) Any procurement by a [designated procurement] unit of goods, supplies, services, maintenance, construction, construction—related services, architectural services, and engineering services shall be eligible for designation for the small business reserve.
- 9 (b) A solicitation for procurement that has been designated for a small business 10 reserve shall be published in the same manner as required for an invitation for bids as set 11 forth in § 13–103(c) of this article.
- 12 (c) The procurement officer of a [designated procurement] unit shall award a 13 procurement contract designated for a small business reserve to the small business that 14 submits a responsive bid that:
- 15 (1) is the lowest bid price;
- 16 (2) if the invitation for bids so provides, is the lowest evaluated bid price; 17 or
- 18 (3) is the bid or proposal most favorable to the State within the small 19 business reserve.
- 20 14-505.
- 21 (a) Within 60 days after the enactment of the budget bill by the General Assembly, each [designated procurement] unit shall submit a report to the Governor's Office of Minority Affairs that complies with the reporting requirements set forth in COMAR 21.11.01.06.
- 25 (b) (1) Within 90 days after the end of each fiscal year, each unit shall submit a report to the Governor's Office of Minority Affairs that complies with the requirements of paragraph (2) of this subsection.
- 28 (2) For the preceding fiscal year, the report shall:
- 29 (i) state the total number and the dollar value of payments the unit 30 made to small businesses under designated small business reserve contracts;
- 31 (ii) state the total number and the dollar value of payments the unit 32 made to small businesses under nondesignated small business reserve contracts, including 33 purchase card procurements;

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$\mbox{(iii)}$ state the total dollar value of payments the unit made under procurement contracts; and					
(iv) contain other such information as required by the Governor's Office of Minority Affairs.					
(c) On or before December 31 of each year, the Governor's Office of Minority Affairs shall submit to the Board of Public Works and, subject to § 2–1246 of the State Government Article, to the Legislative Policy Committee a report summarizing the information the Office receives under subsection (b) of this section.					
SECTION 2. AND BE IT FURTHER ENACTED, That this Act shall take effect October 1, 2017.					
Approved:					
Governor.					
Speaker of the House of Delegates.					
President of the Senate.					