



Public Safety and Fiscal Management (PSFM) Committee Oversight Meeting

Presented by

The Office of Central Services

February 23, 2017

Sole Sourced Contracts

10A-114 Contract Negotiations

Why We use Contract Negotiations:

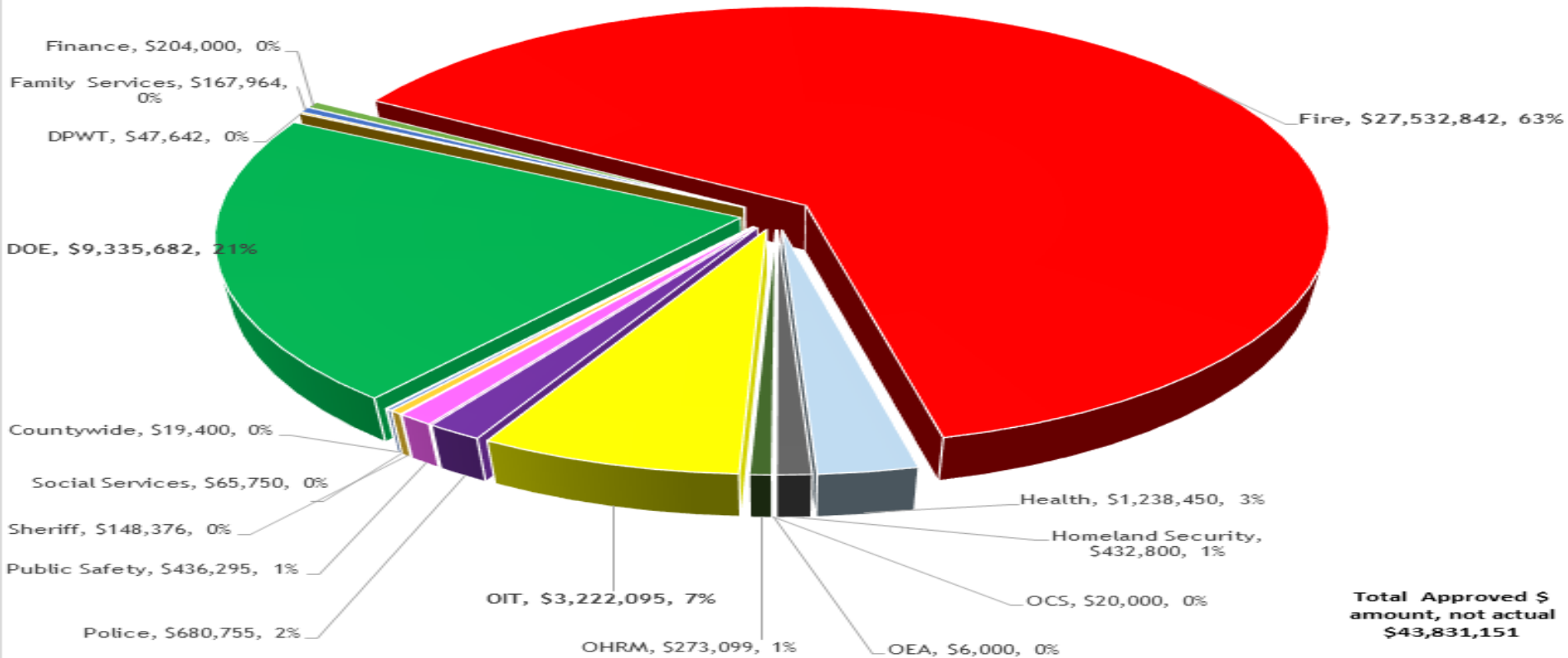
- Only one supplier or available source
- When there are patent rights, copyrights, secret process, or control of basic raw material
- When the procurement is for technical, non-personal services in connection with the assembly, installation, or servicing of equipment of a highly technical or specialized nature
- When the procurement is for parts or components being procured as replacement parts in support of equipment specially designed by the same manufacturer, and it is determined that a substitute part will not perform the same function
- When the procurement involves construction where a contractor is already at work on the site and it would be impractical to change

Why We Use Contract Negotiations (Continued)

- When property is required for experiments, tests, development, or research in conjunction with determining the relative merits of the product or property for subsequent buys
- When only one product will meet technical and performance requirements for the procurement
- When it is determined in writing that competitive sealed bidding cannot be used in awarding a contract because an unanticipated emergency leaves insufficient time to use competitive methods

FY 16 Contract Negotiations Data

Office of Central Services
Fiscal Year 2016
Only Practical Source Contracts By Agency and Dollar Amount



OCS Process for Contract Negotiations

- Agency submits request to the Purchasing Agent
- Request is tasked to assigned Procurement Officer with a response time
- Supplier Development and Diversity Division (SDDD) Recommendation Form is completed and submitted to SDDD
- Based on research and recommendations from SDDD, full approval may be granted, denied, or approved with conditions
- A response is sent to the agency by the Purchasing Agent

Opportunities for Improvement:

- Agency collaboration to assure that agencies understand the new legislation
- When utilizing state riders, OCS can take an extra step and choose approved suppliers who are County-based
- Continue to recruit suppliers who are County-based

Local Business Participation Plan

- Develop targeted recruitment plan to identify County-based businesses
 - Identify unique organizations
- Expand recruitment efforts that include organizations and other groups where there are supplier gaps
 - Prince George's Chamber of Commerce; Women of Prince George's County; Women Business Owners of Prince George's County; NSBE; National Association of Power Engineers; Maryland Builders Industry Association; Fraternity & Sororities

Local Business Participation Plan (Continued)

- Enhance public/private partnerships; Create deeper relationships within both sectors in an effort to increase exposure to a wide spectrum of procurement opportunities
- Increase outreach efforts
 - Participate in/Partner with Prince George’s County Chamber of Commerce events
 - Meet with County Council members to create and execute councilmanic outreach activities
 - Develop and execute a “Biz Now” format (connect suppliers to procurement opportunities)
 - Conduct popular training session more frequently
 - Continue to hold monthly certification workshops

Local Business Participation Plan

- Increase training efforts
 - Assess training initiatives
 - Partner with Prince George's Community College to create a second workshop series
- Become more of a partner versus a participant
 - Move from the audience to the stage

Certified County-based Small Businesses By Councilmanic District

COUNCILMANIC DISTRICT	Total # of Certified County-Based Small Businesses
1	77
2	28
3	50
4	60
5	51
6	130
7	32
8	60
9	88

CB-74-2016 Implementation

- Issued CB-74-2016 written advisory to Department/Agency Heads on January 31, 2017
- Conduct CB-74-2016 Briefing session on March 1, 2017 for personnel with responsibility for procurement decisions
- Update solicitation template to reflect relevant CB-74-2016 revisions
- Enhance County-based small business database to respond to the participation requirements



Prince George's County is the Place to be....

Thank You

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