**UMCP Business Diversity Mission**

The Office of Business Diversity is commited to inclusiveness in the procurement process, working with small and minority businesses to educate, connect and encourage relationships. Providing viable procurement opportunities with an overall result of being a part of the economic growth in our community. Accomplishing this through outreach, education and connecting the purchasing members of the University with businesses that desire to work with UMCP.

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**UMCP Commitment to Diversity**

The University of Maryland College Park Campus is committed to diversity, equity and inclusion. Always seeking businesses that want to provide excellent services and or commodities.

**Small Business Reserve (SBR) Program**

The State of Maryland’s Small Business Reserve Program requires Maryland State Agencies, including the University of Maryland to reserve at least 15 percent of their total procurements each year for competition exclusively among Maryland certified Small Business Enterprises. The overall goal is to increase economic opportuities for small businesses.

**Minority Business Enterprise (MBE) Program**

In 1978, Maryland's General Assembly enacted legislation creating the Minority Business Enterprise (MBE) Program to ensure that socially- and economically-disadvantaged small business owners are included for State procurements and contracts.  Current MBE regulations require State agencies to make every effort to award an overall minimum goal of 29% of the total dollar value of their procurement contracts either directly (prime contractors) or indirectly (subcontractors) to certified MBE firms.

**Procurement Process**

Delegated to Departments

* *Up to $5K University Visa Purchasing Cards and $25K on Delegated POs*
* *Over $25K on Vendor Contracts*

Solicitation Process

* $25K-$200K- Simplified Procurement Acquistion two or more informal quotes solicit by procurement (competed)
* Over $200K-Formally advertised on eMaryland Marketplace.
* Utilizing existing contracts (State & Higher Education Consortiums)



**Business Diversity Programs with the State of Maryland Contact Information**

To register for the SBR and MBE programs:

1. **SMALL BUSINESS RESERVE (SBR) PROGRAM**

This is a race- and gender-neutral program. eMaryland Marketplace Advantage (eMMA) (Maryland’s Procurement Portal for State agencies). <https://emma.maryland.gov>

eMMA Help Desk: [eMMA.helpdesk@maryland.gov](mailto:eMMA.helpdesk@maryland.gov).

**2.  MINORITY BUSINESS ENTERPRISE (MBE) PROGRAM**

Maryland MBE/DBE Program (Certification Program)

**http://www.mdot.maryland.gov/newMDOT/MBE/Index.html**

(410) 865-1269 or (800) 544-6056

UMCP and all State Agencies require minority businesses to be Maryland Department of Transportation (MDOT) Certified

**University of Maryland College Park**

**Business Managers List web address:**

[**www.purchase.umd.edu**](http://www.purchase.umd.edu)

**Other Resources:**

**Procurement Contacts:**

***Kim Watson,*** Assistant Vice President watsonk@umd.edu (301) 405-5837

***James Newman,*** Director, eProcurement & Strategic Sourcing

jvnewman@umd.edu (301) 405-3372

***Rex Fitch,*** Director, Construction

rnfitch@umd.edu (301) 405-5818

***Rex Mbuthia***, Assistant Director, IT

rmbuthia@umd.edu (301) 405-7416

***Vickie Underwood*,** Manager, Commodities and Services vunder@umd.edu (301) 405-5840

***Karen Elvidge*,** Manager, Construction kelvidge@umd.edu (301) 405-3269

***Lisa Thompson***, Manager, Facilities lthompso@umd.edu (301) 405-7554

***Jason Winings***, Supervisor, IT

Jwinings@umd.edu (301) 405-3853

**Business Diversity Contact:**

***Yvette Williams****,* Coordinator, Business Diversity bizdiversity@umd.edu (301) 405-6055

**College Park Small Business Resources:**

*Small and Disadvantaged Business Development Center (SBDC) College Park*

www.mdsbtdc.org - online appointment scheduling (301) 403-8300

*Procurement Technical Assistance Program (PTAP), College Park*

For assistance with Federal, State, Local Contracts [www.mdptap.umd.edu](http://www.mdptap.umd.edu)

(301) 403-2740

**UNIVERSITY OF MARYLAND COLLEGE PARK**

The Office of Business Diversity

2113-R Chesapeake Building

4300 Terraping Trail

College Park, Maryland 20742

Procurement and Strategic Sourcing Office:

Phone (301) 405-5813

Fax (301) 314-9565

Email: [bizdiversity@umd.edu](mailto:bizdiversity@umd.edu)

[www.purchase.umd.edu](http://www.purchase.umd.edu)



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MARYLAND

OPEN FOR BUSINESS DIVERSITY

**OFFICE OF BUSINESS DIVERSITY**

*“Where businesses meet opportunities”*

**University of Maryland College Park**