PROCUREMENT IMPROVEMENT COUNCIL (PIC)
December 10, 2024

Start Time: 1:00pm End Time: 1:31pm Location: Virtual

Members Present:

Chair, CPO, Designee	Linda Dangerfield	**Senate Member Representative**	
State Treasurer, Designee, Deputy Treasurer	Cissy Blasi	**House of Delegates Member**	
Chancellor USM, Designee	Tom Hickey	**Comptroller or Designee**	Jasmine Clemons
Sec. DoIT, Designee	Carla Thompson	**Attorney General or Designee**	
Sec. MDOT, Designee, CPO	Valerie Radomsky	**Local Govt Member**	
BPW Procurement Advisor	Gabe Gnall	**Social Services**	
Special Sec. GOSBA, & Designee	Nichelle Johnson	**Social Services**	Sheryl Chapman
Sec. of Juvenile Serv., Designee, Procurement Director	Ronald Colbert	**Veteran Owned Business**	Joseph Giordano
Sec. Human Serv., Designee, Procurement Director	Nneka Willis-Gray	**General Public (w/State Proc. Exp.)**	
Sec. of Health, Designee, Procurement Director	Calvin Johnson / Alison Barry	**Minority Owned Business**	
Superintendent of Schools, Designee		**Minority Owned Business**	VACANT

Guests/Attendees:

Rachel Hershey, Valerie Green, Bernie Marczyk, Zenita Wickham Hurley, Karen Alegi, Talley Kovacs, Sandy Hertz, K. Hint, Jenna Meinl, Bridget O'Toole, Krystal Quinlan, Nish Thakker, Andrea Mansfield, Harris Floyd, President TAMA

DGS Office of State Procurement (OSP) Staff Present:

Jamie Tomaszewski, Judy Urban, Leslie Wodday, Shae Cronin, Yasin Mohammed, Chinweike Eseonu, Corbett Webb, Lakesha Watson, Megan Ulrich, Chantal Kai-Lewis, Glen Hubbard, Hanta Ralay, Monica Biddle, Ylan Nguyen

PIC Statutory Responsibilities -- The Council shall:

(1) Ensure that the State's procurement system is utilizing the most advanced procurement methods and management techniques, including policies, procedures, and forms for all procurement activity and contract management;

(2) Effect and enhance communication between State units on procurement matters, with an emphasis on disseminating information on current developments and advances in procurement methods and management;

(3) Provide a forum for the discussion of specific procurement issues and problems that arise, including:
- *i. Procurement officer training;*
- *ii. Risk analysis and insurance requirements;*
- *iii. Management of eMaryland Marketplace and other Internet procurement resources;*
- *iv. Use of eMaryland Marketplace and compliance with State Finance and Procurement Article (SFP) §17–502;*
- *v. Use of intergovernmental cooperative purchasing agreements; and*
- *vi. Any other issues or problems identified by the Council;*

(4) Advise the Board on problems in the procurement process and make recommendations for improvement of the process;

(5) Review existing procurement regulations to:
- *i. determine whether they fulfill the intent and purpose of the law, especially as it relates to fostering broad–based competition; and*
- *ii. make recommendations on the regulations, if revising and restructuring them will result in easier understanding and use; and*

(6) Advise the General Assembly on proposed legislation in order to enhance the efficiency and transparency of State procurement

ITEM	AGENDA
1	Welcome & Introduction
2	Updates from Last Meeting
3	Workgroups
4	Procurement Realignment
5	Open Discussion
6	Adjournment

Welcome:

Linda Dangerfield, Deputy Chief Procurement Officer (DCPO), welcomed members and guests to the meeting. She informed everyone that we would follow the agenda and have a Q&A in our open discussion.

Members and guests were requested to enter their names in the chat to confirm their attendance if they were joining by phone.

Updates from Last Meeting:

Contract Management

- Drafted a Contract Monitoring Process SOP and Standardized Contract Monitor Agreement
- Under review, completion is expected by December 31st. Next steps, revisions, and final review by OSP Leadership

Modified Process Mapping

- Initial mapping through external contractor yielded underwhelming results
- Repurposed to focus on Procurement Method Milestones
- Presented a 120-day timeline for routine procurements, reducing time to award by 43%. This was presented at the November SPAG. Next steps, review comments from Procurement Directors and review, implement, and share accordingly.

Workgroup Summaries:

MBE Opportunities and Outreach Workgroup – Chantal Kai-Lewis, OSP

- Established a new methodology/approach for providing recommendations for internal and external improvements to the MBE program
- Three key levels – Input, Process, and Output

Pay for Success (P4S) Workgroup – Jamie Tomaszewski, OSP

- Determined that initial funding is needed and rolled over each fiscal year until payments are made
- Need to create a procurement template to use with the RFP base template
- Need language for the contract type
- A template will be finalized with new legislation changes requested to move P4S to a contract type

Risk Management Workgroup – Judy Urban, OSP

- Met with Senator Hester to discuss concerns; her team has joined the workgroup
- Consulted with AAGs about the process to update contract Ts & Cs
- Need to develop a risk "tool" to determine types and levels

Nonprofit Organizations – Glen Hubbard, OSP

- Created a shared Google Drive to share documents. DHS and MDH have uploaded their guidelines, other agencies are researching before uploading. The goal is to have it all by the end of year.
- Once received, all will be reviewed to determine commonalities. Recommendations for standardization

and streamlining will be made.

Procurement Realignment – Linda Dangerfield, OSP:

- There are no changes to the Risk Management and Non-Profit Workgroups
- The MBE Opportunities & Outreach workgroup was enhanced to increase business participation, strengthen compliance, increase competition in Maryland's Marketplace, and increase collaboration with HBCUs.
- Contract Management & Technology is a new workgroup that will streamline contract management.
- The P4S Workgroup will be disbanded when legislation changes are approved and the template is completed.

Open Discussion:

MBE Workgroup – GOSBA is involved in both internal and external improvement recommendations

Realignment – We are streamlining the document by reducing its length, reviewing timelines, and refining the process to make it more efficient. We will continue to gather data to ensure we stay aligned with what's effective, from solicitation through to award.

Nonprofit Workgroup – Your work is deeply appreciated, and on behalf of the nonprofit community, they are grateful to the entire group.

Adjournment:

The meeting ended at 1:31pm

NOTE:

Please refer to the PowerPoint Agenda for detailed information on all topics covered in the meeting.
The agenda provides a comprehensive outline to ensure all discussion points are addressed.