



# PROCUREMENT IMPROVEMENT COUNCIL (PIC)

July 20, 2021



Start Time: 1:01pm

End Time: 2:54pm

Location: Virtual

## Members Present:

<b>Chair/CPO</b>	Robert Gleason	<b>Dept. of Health Secretary</b>	
<b>State Treasurer</b>		<b>State Superintendent of Schools (MSDE)</b>	Christy Shockley
<b>UMS Chancellor</b>	Thomas Hickey	<b>Senate Member</b>	Senator Melany Griffith
<b>DoIT Secretary</b>	Sue Howells	<b>House of Delegates</b>	Delegate Nicholas Charles
<b>MDOT Secretary</b>	Mike Zimmerman	<b>Local Govt. Rep (w/Proc. Exp.)</b>	Mary Jo Childs
<b>BPW Procurement Advisor</b>	Gabe Gnall	<b>Veteran Owned Business</b>	Joe Giordano
<b>GOSBA Special Secretary</b>	Alison Tavik	<b>Social Services</b>	Nancy Hall
<b>Dept. of Juvenile Svcs. Sec.</b>	Kara Aanenson	<b>Social Services</b>	
<b>Dept. of Human Svcs. Sec.</b>	Sandy Johnson		

## Guests/Attendees: *Lt. Governor Boyd Rutherford*

Allison Cordell	Amalie Brandenburg	Andrea Mansfield	Debbie Groat
Doug Carrey-Beaver	Ellen Robertson	Emily Soontornsaratool	Henry Bogdan
Howard Barr	Ian Reynolds	Ian Todd	Jaideep Mulchandani
Jessica Reynolds	Joan Peacock	Karin White	Keith Gagnon
Kshirajaa Ramesh	Lauri McGuire	Elizabeth Harris	Melissa Leaman
Patrick Vizzard	PJ Hogan	Richard Tabuteau	Robert Capecchi
Steve Edwards	Valerie Radomsky	Jason Couch	

## DGS Office of State Procurement (OSP) Staff:

Mike Haifley	Jamie Tomaszewski	Sachin Bhatt	Judy Urban
Yasin Mohammed	Victoria Steeger	Leslie Shoenhard	Mark Reiset

## Statutory responsibilities - Powers and duties. -- The Council shall:

1. *Ensure use of most advanced methods, techniques, policies, procedures and forms for procurement and contract management*
2. *Communicate between State units on procurement matters, emphasizing current developments and advances in procurement methods and management*
3. *Discuss specific emerging procurement issues and problems, including...*
  - a. *Procurement officer training*
  - b. *Risk analysis and insurance requirements*
  - c. *Management of eMMA and other online procurement resources*
  - d. *Use of eMMA and compliance*
  - e. *Intergovernmental cooperative purchasing agreements and use*
  - f. *Other identified issues or problems*
4. *Advise BPW on problems in the procurement process and recommend improvements*
5. *Review existing procurement regulations to:*
  - a. *Determine if they meet purpose and intent of law, especially fostering of broad-based competition*

- b. *Make recommendations on regulations, if revising and restructuring results in easier understanding and use*
6. *Advise General Assembly on legislation to enhance efficiency and transparency of state procurement.*

ITEM	AGENDA
1	Welcome
2	Member Attendance
3	Topics for Discussion
4	Open Discussion
5	Closing Remarks
6	Adjournment

**Meeting Notes, Decisions, Issues:**

Bob Gleason, Chair, introduced Lt. Governor Boyd Rutherford, who thanked the Procurement Improvement Council for their effort in modernizing procurement in Maryland. He noted a number of things which create roadblocks for attracting quality competitive solicitations and appreciates our efforts going forward to increase competition and create more value.

Bob Gleason, Chair, welcomed the members and guests to the PIC meeting and acknowledged Senator Griffith and Delegate Charles, and new members Nancy Hall and Joe Giordano. He briefed the Council on OSP and the strides made since the last PIC meeting. Member attendance was taken by Jamie Tomaszewski, DGS OSP Chief Administrative Officer.

**Item A: Procurement Cooperation Council**

Jessica Reynolds, Dept. of Commerce, and Ian Todd, Ontario, Canada, were introduced. The subnational agreement between the Province of Ontario and the State of Maryland is the first of its kind and was signed in December of 2020. Jessica explained the interest in improving opportunities for businesses on both sides of the border and government procurement opportunities. Ian described the larger vision, over 50% of total merchandise traded with US comes from Ontario, over \$2B a year in trade, and will bring tremendous opportunity.

Bob invited questions.

Senator Griffith asked if we were tracking data. Commerce does track data and will continue to do so. There is also a reporting mechanism in the terms of reference.

**Item B: Green Purchasing**

Emily Soontornsaratool, Chief, Data Management & Sustainability Initiatives. Established in 2010 by the Green Maryland Act, the MD Green Purchasing Committee promotes environmental preferable purchasing, does training and outreach, develops policies and guidelines, coordinates with other state groups/ taskforces/and committees, publishes specifications, and reports annually on activities. Through the Maryland Procurement Academy, have trained 119 Procurement professionals in Green Purchasing. EV charging stations are being installed, and 40 EVs will arrive to the State's fleet in the fall.

Bob invited questions.

EV buses or transit? DGS is taking the lead on infrastructure on agencies, MDOT is not included as they have very specific needs and handling themselves.

Do you collaborate? We do and are open to more

Deb Groat - it's important to get presentations out for training opportunities on what's available

Del. Charles – wants presentation for data points, reach out to local chambers to get certified? Emily will have Jamie send presentation out. They are beginning to understand the needs of the vendor community and will be sending out a survey to get a baseline.

### **Item C: OAG Response to Mandatory Terms and Conditions Recommendations**

Sachin Bhatt, DGS OSP Director of the eCommerce Management Bureau, discussed in brief the memorandum received by the Office of the Attorney General in response to recommendations, two of those topics were “Delays and Extensions of Time” and “Suspensions of Work”. Sachin recommends it go back to a small work group for discussion.

Bob thanked the work group for their hard work and introduced Liz Harris, Lauri McGuire, Jason Couch, Valerie Green, and Doug Carrey-Beaver, Attorney General’s office. Ms. Harris thanked the PIC for all they do and appreciated the opportunity to provide feedback. In agreement with Sachin, she suggests it go back to a smaller work group. They look forward to working with that group, however, stressed they have concerns with the proposal as a whole. Once a proposal is made and presented for a vote, the Attorney General’s office would like to be afforded the opportunity to present what they believe is a significant downside.

PJ Hogan wishes we could have moved this faster and looks forward to working again in the small group.

Sachin mentioned the next two provisions, “Limitation of Liability” and “Indemnification Provisions” in our RFP templates, is the small group next focus. All four of these topics will be discussed at our next PIC meeting.

### **Item D: Innovation Work Group Follow Up**

Bob Gleason discussed three separate work groups/committees within the PIC:

1. **Supply** and how we improve to do business with the state
2. **Demand** and how we improve through education, people, process, and technology the procurement workforce
3. **Process/Tools** - what can we do differently, how can we reimagine doing business from a new perspective to interact together looking at best practices in the world that appropriately matches demand and supply through the specific processes the public body provides us

He would like the PIC members, and any active attending guests, to participate in one of three work groups. These groups would meet outside of the PIC to come up with suggestions on how we improve our business from the particular perspective, finding ways where we can improve and grow the State of Maryland. Bob will put together a more detailed plan for each group and Jamie will forward it out to the membership for response. *(The list was emailed 8/3)* Jamie will coordinate team leads and team members.

Christy Shockley would like to volunteer for the Process Team

Joe Giodano would like to volunteer for the Supply Team

Delegate Charles would like to be on all but Supply and Process are his interests.

### **Item E: Open Discussion**

Christy Shockley would like to see a document for the Procurement Officer which takes them through the procedure process from beginning to end.

Sachin mentioned the next release for eMMA is scheduled for the end of October of this year, focusing on our vendor management. Headed at a good pace and on target.

Alison Tavik and GOSBA has been working with George Mitchell on integrating the Veteran Verification Process into the eMMA platform, an online process.

### **Item E: Open Discussion (cont.)**

Victoria Steeger, DGS OSP Chief Learning Officer - MDPA is currently teaching “how you do Procurements in Maryland” and will move into “how to use eMMA”, which is the tool for Procurements. At the upcoming SPAG meeting MDPA will be introducing User Guides for Procurement Officers. On the Certification side, 119 Green Procurements, 84 CMPO certifications, and another 90 will be completed by the end of the year. We’ll be opening up an Associate program at the beginning of the coming year, and we’ve had 695 people

take our on demand training through webinars, vendors included. Working hard on vendor training and outreach, training will begin mid-September.

**Closing Remarks**

Bob Gleason, Chief Procurement Officer and Chair, thanked everyone for their hard work and asked that a photo be taken of the PIC Council members.

Meeting adjourned at 2:54pm