Prince George's County Public Schools
Presents
“How to do business with PGCPS”
Highlighting
The Minority Business Enterprise Program
Edward M. Felegy Elementary School

formerly Hyattsville Area Elementary School
Prince George’s County Public Schools:

- Is one of the nation’s 25 largest school districts,
- Is the second largest school system in the state of Maryland,
- Has 207 schools and centers,
- Has more than 130,000 students and nearly 19,000 employees
- Has an operating budget of $2.04 billion.

We welcome the wide range of resources that local businesses can offer to provide our schools and students a clean, healthy, and safe learning environment. These opportunities may include, but are not limited to:

1. General Contractors
2. Electricians
3. Material Suppliers
4. A/E Services
5. HVAC
6. Roofers
MBE PROGRAM PURPOSE

✓ Workshops and training programs
✓ Subcontractor Advocacy
✓ Increase Qualified MBE Participants Base
✓ MBE Compliance Monitoring
State and Locally Funded MBE Goals

**State Funded Construction Projects**
- ✓ A minimum overall goal of 30%
- ✓ Sub-goal:
  - 7% for African American owned business
  - 4% Asian American owned business

**Locally Funded Construction Projects**
- ✓ An overall goal of 30%
- ✓ With a 15% minimum

**Note:** Goals are required unless otherwise stated in the bid documents
MBE Certifications Accepted

State
Maryland Department of Transportation (MDOT)
✓ (State and Locally Funded Projects)
✓ www.mdot.state.md.us

County
Prince George’s County’s Supplier Development & Diversity Division
✓ (Locally Funded Projects)
✓ www.princegeorgescounty.md.gov

Regional Authority
Washington Metropolitan Area Transit Authority
✓ (Locally Funded Projects)
✓ www.wmata.com
The Department of Capital Programs

A Closer Look

The mission of the Department of Capital Programs is to deliver safe and inviting learning environments that are fully supportive of modern education and are optimally sized and utilized to promote academic success.

The Department of Capital Programs is organized into four areas of responsibility:

1. Planning and Design;
2. Project Management;
3. Fiscal Management;
Proposed FY2020 - FY2024 CIP

$500 Thousand
Modernization (HS, MS, ES)

$1 Million
Major Reno./ Additions

$2 Million
Systemic Renovations
## Proposed FY2020 - FY2024 CIP

<table>
<thead>
<tr>
<th>Program</th>
<th>FY2020</th>
<th>FY2021</th>
<th>FY2022</th>
<th>FY2023</th>
<th>FY2024</th>
</tr>
</thead>
<tbody>
<tr>
<td>Modernization (HS, MS, ES)</td>
<td>$133,170,800.00</td>
<td>$145,703,968.00</td>
<td>$139,787,016.00</td>
<td>$49,923,115.00</td>
<td>$1,301,100.00</td>
</tr>
<tr>
<td>Major Reno./ Additions</td>
<td>$29,000,000.00</td>
<td>$171,671,934.00</td>
<td>$369,831,603.00</td>
<td>$363,437,598.00</td>
<td>$410,205,598.00</td>
</tr>
<tr>
<td>Systemic Renovations</td>
<td>$252,180,800.00</td>
<td>$413,385,902.00</td>
<td>$599,628,619.00</td>
<td>$503,370,714.00</td>
<td>$501,516,698.00</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>$414,351,600.00</td>
<td>$730,761,804.00</td>
<td>$1,109,247,238.00</td>
<td>$916,731,427.00</td>
<td>$913,023,396.00</td>
</tr>
</tbody>
</table>

### TOTAL 5 YEARS

<table>
<thead>
<tr>
<th>Year</th>
<th>Modernization (HS, MS, ES)</th>
<th>Major Reno./ Additions</th>
<th>Systemic Renovations</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>FY2020</td>
<td>$469,885,999.00</td>
<td>$1,344,146,733.00</td>
<td>$2,270,082,733.00</td>
<td>$4,084,115,465.00</td>
</tr>
<tr>
<td>FY2021</td>
<td>$1,000,000,000.00</td>
<td>$2,000,000,000.00</td>
<td>$3,000,000,000.00</td>
<td>$5,000,000,000.00</td>
</tr>
<tr>
<td>FY2022</td>
<td>$2,000,000,000.00</td>
<td>$3,000,000,000.00</td>
<td>$4,000,000,000.00</td>
<td>$5,000,000,000.00</td>
</tr>
<tr>
<td>FY2023</td>
<td>$3,000,000,000.00</td>
<td>$4,000,000,000.00</td>
<td>$5,000,000,000.00</td>
<td>$5,000,000,000.00</td>
</tr>
<tr>
<td>FY2024</td>
<td>$4,000,000,000.00</td>
<td>$5,000,000,000.00</td>
<td>$6,000,000,000.00</td>
<td>$6,000,000,000.00</td>
</tr>
</tbody>
</table>
ABC’s of Doing Business with PGCPS

**Tip #1: Become A Certified MBE!**

Vendors can become certified through:

1. MDOT
2. PGC’s SDDD
3. WMATA

**Tip #2: Find Opportunities!**

Network! Network! Network!
1. Attend Technical Assistance Workshops
2. Meet & Greet Matchmaking Events
3. Visit the following websites:
   - eMaryland Market Place
     [https://ebidmarketplace.com](https://ebidmarketplace.com)
   - Capital Programs, Procurement Office
     [https://www1.pgcps.org/capital-programs/procurement/](https://www1.pgcps.org/capital-programs/procurement/)

**Tip #3: Develop a Strategy!**

Alliances and Partnerships
1. Don’t be afraid to be a subcontractor with a prime vendor
2. Prime contractors are required to meet MBE participation goals

Remember the 30 – 7 - 4 Rule!

**Tip #4: Do Your Research!**

Decide where your firm fits in @ PGCPS:
1. Identify your firm’s strengths
2. Obtain current bidders/awardees’ list
3. Meet with Procurement Officials to identify the needs at PGCPS
4. Attend PGCPS Outreach events
Tip #5: Read the entire bid document!

RFPs, IFBs, JOCs, Riders…

Understand the Scope of Work and the Terms and Conditions.

a. Review and understand how the contract will be awarded.

b. Understand the terms of delivery and the timeframes for completion of the project.

c. Ask questions!
Tip #6: Read the entire bid document!

Attend the Meetings…
Large dollar value contracts hold a “pre-bid conference” where you can:

a. Meet the Prime vendors  b. Review the Scope of Work  c. And ask questions
Tip #7: Know your competition!

Sign-In Attendees Sheet…

Obtain a Copy:
You can obtain a copy of the list of attendees from the pre-bid meeting or a list of vendors who have previously submitted bids.
Tip #8: Submit your Bid on Time!

Due Date and Time…
Late submissions will be rejected

a. Bids submitted late
b. Bids submitted to the wrong location
c. Automatically Reject, NO EXCEPTIONS!
Signed Documents

Tip #9: Before Starting the Work, Get a Signed Contract!!
Make sure all documents are signed.

1. MBE:

2. Notice of Award

3. Purchase Order
Signed Documents

Tip #10: Request a Debriefing!!

Unsuccessful Bidders...

Strengths and Weaknesses:

If you were not awarded a contract, you are entitled to a debriefing. During this time you and your firm will have the opportunity of understanding your proposal submission strengths and weaknesses.
Thank you!

Purchasing & Supply Services
Construction Procurement
MBE Compliance

Johnna Smarr,
Acting Director,
Purchasing and Supply Services

De’Nerika Johnson,
Construction
Procurement Supervisor

Wes Owens,
MBE Coordinator