

Is your minority owned business located in Charles County?

If your minority owned business is physically located in Charles County, Maryland, we encourage you to also register with our Small Local Business Enterprise (SLBE) Program.

The SLBE Program was created to promote the procurement of goods and services from qualified small businesses that are located and operating in Charles County.

The SLBE Program allows certified small local businesses to receive a preference when competing for Charles County procurement opportunities. To be eligible for the SLBE Program you must first register your firm with the State of Maryland's Small Business Reserve (SBR) Program. The State of Maryland must certify that your firm is operating as a small business and falls within their eligibility criteria standards. This race-neutral SBR Program allows small businesses to participate as direct, prime contractors on Maryland State contracts without competing with larger more established businesses.

To register with the SBR program, visit the eMaryland Marketplace website at www.emaryland.buyspeed.com. Once you have received your SBR Certification number, complete and submit a Charles County SLBE registration form which can be downloaded at www.CharlesCountyMD.gov and by clicking on "Procurement Opportunities."

CHARLES COUNTY COMMISSIONERS



Equal Opportunity County

Charles County Government

P.O. Box 2150, 200 Baltimore Street
La Plata, Maryland 20646

301-645-0550 • 301-870-3000

MD Relay: 711 • Relay TDD: 1-800-735-2258

Department of Fiscal & Administrative Services

Purchasing Division

301-645-0656 • E-mail: PURAdmin@CharlesCountyMD.gov

Learn more at...

www.CharlesCountyMD.gov

Mission Statement — The mission of Charles County Government is to provide our citizens the highest quality service possible in a timely, efficient, and courteous manner. To achieve this goal, our government must be operated in an open and accessible atmosphere, be based on comprehensive long- and short-term planning, and have an appropriate managerial organization tempered by fiscal responsibility. We support and encourage efforts to grow a diverse workplace.

Vision Statement — Charles County is a place where all people thrive and businesses grow and prosper; where the preservation of our heritage and environment is paramount; where government services to its citizens are provided at the highest level of excellence; and where the quality of life is the best in the nation.

Americans With Disabilities—The Charles County Government welcomes the participation of individuals with disabilities. We comply fully with the Americans With Disabilities Act in making reasonable accommodations to encourage involvement. If you require special assistance and would like to participate in our programs, please contact the Charles County Government directly.

Charles County Government

MBE

Minority Business Enterprise Program



Charles County Government
Department of Fiscal & Administrative Services
Purchasing Division

P.O. Box 2150 • 200 Baltimore Street • La Plata, Maryland 20646
301-645-0656 • PURAdmin@CharlesCountyMD.gov

Minority Business Enterprise Program

The Charles County Government established its Minority Business Enterprise (MBE) Program in 2005, to promote the growth of minority-owned businesses, and increase their participation in the county's procurement process. The county conducts its own MBE registration and also recognizes the MBE certification by the Maryland State Department of Transportation (MDOT), the official certification agency for minority business enterprises, and 8-A certification offered by the Federal Small Business Administration (SBA).

MDOT's MBE Program was established in 1978 and is the oldest program in the country. The purpose of the MDOT Program is to assist small, minority, and women owned firms that have been traditionally kept out of the State procurement process, to gain greater access to State government procurement opportunities. You can contact MDOT directly to obtain a copy of their MBE application form and to attend their free monthly Application Assistance Workshop. Details: www.mdot.maryland.gov.

Charles County also recognizes the federal government's 8-A Business Development Certification Program. The 8-A program is a business assistance program for socially or economically disadvantaged small businesses. For details, please visit www.sbdchelp.com or www.sba.gov.

Firms are encouraged to register with the Charles County Government's MBE Program. The MBE program application is available online at www.CharlesCountyMD.gov under "Procurement Opportunities." For further assistance, please call 301-885-1334, or email PURAdmin@CharlesCountyMD.gov.

Does your business qualify as an MBE?

To qualify as an MBE, you must own 51 percent of your business and fall into one of the following classifications:

African American • Asian
American Indian/Native American
Hispanic • Disabled American Veteran
Physically and Mentally Disabled
Woman Owned

Our Core MBE Practices

- We handle the procurement function in a professional manner and deal with each prospective MBE firm with honesty, fairness, and integrity.
- We reach out to qualified MBE firms by participating in business opportunity events and encouraging them to register with Charles County's MBE Program.
- We maintain and provide information regarding the State of Maryland's Department of Transportation (MDOT) certified MBE program.
- We provide technical assistance regarding MDOT's certification application process including where to submit form(s), and who to contact for additional technical assistance.
- We also provide technical assistance to MBE firms regarding the county's overall procurement and bidding procedures.
- We strongly encourage the use of our MBE subcontractors by our prime contractors who have been awarded county construction contracts.
- We facilitate networking amongst MBE firms and other small business development practitioners and resource providers.

Additional Resources

Charles County Government
Department of Economic Development
301-885-1340 • www.MeetCharlesCounty.com

Charles County Minority Business
Advocacy Council
mbacmoses@yahoo.com • www.mbacc.com

Governor's Office of Minority Affairs
410-767-8232 • www.goma.maryland.gov

Maryland Department of Business &
Economic Development
410-767-6300 • www.dbed.maryland.gov

Maryland Procurement Technical
Assistance Program (PTAP)
301-403-2740 • www.mdptap.org

Maryland Small Business
Development Center, Southern Region
301-934-7583 • www.sbdchelp.com

Maryland Technology
Development Corporation
410-740-9442 • www.marylandtedco.org

Maryland Washington Minority
Contractors Association, Inc.
www.mwmca.org

Minority Business Development Agency
202-482-1940 • www.mbda.gov

Southern Maryland Black
Chamber of Commerce
smbcc@verizon.net
www.smbcc.org

Tri-County Council for Southern
Maryland Regional Minority Business
Opportunities Task Force
301-274-1922 • www.tccsmd.org