

Maryland-National Capital Park & Planning Commission

Corporate Policy & Management Operations Division

Supplier Diversity Program

6611 Kenilworth Avenue • Riverdale, Maryland 20737 • Phone: 301-454-1752

May 28, 2026

To: Commissioners

Via: William Spencer, Acting Executive Director
Tracey A. Harvin, Corporate Policy & Management Operations Director

From: Lawrence Taylor, Supplier Diversity & Inclusion Chief

Re: MFD Purchasing Statistics — Third Quarter FY26

The Commission's Procurement Policy (Practice 4-10, Purchasing) includes a robust anti-discrimination provision designed to ensure equitable access to contracting opportunities for minority-, women-, and disability-owned businesses (MFDs). This commitment is actively reinforced through collaboration between the Office of the Executive Director, the Purchasing Division, and the Office of Supplier Diversity.

To advance this mission, the Commission continues to implement an MFD subcontracting requirement aligned with its procurement goals and the availability of qualified MFD vendors. Through the Minority Business Enterprise (MBE) and Local/Small Business Enterprise (LSBE) Program, the Commission remains dedicated to broadening participation and fostering inclusive economic growth across Montgomery and Prince George's Counties.

We are in receipt of the State of Maryland Disparity Study and are actively reviewing the findings.

Some of the observations of MFD participation during the Third Quarter of FY26 include:

- Attachment A indicates that through the Third Quarter of FY26, the Commission procured \$147,054,787 in goods, professional services, construction, and miscellaneous services and \$53,100,117 or 36.1% was spent with minority, female and disabled (MFD) owned firms.
- Attachment B indicates that in the Third Quarter of FY26, 36.1% was spent with minority, female and disabled (MFD) owned firms.
- Attachment C represents the MFD participation by type of procurement. The MFD participation for construction through the Third Quarter of FY26 was 53.3%. Attachment C also indicates that the largest consumers of goods and services in

the Commission are Prince George's County Department of Parks and Recreation and Montgomery Parks. These programs significantly impact the Commission's utilization of MFD firms. The MFD cumulative utilization numbers for these Departments throughout the Third Quarter of FY26 are 37.3% and 37.6% respectively.

- Attachment D presents the Third Quarter FY26 activity for the Purchase Card program totaling \$9,970,128 of which 2.3% was spent with minority, female and disabled (MFD) firms. The amount of procurement card activity represents 6.8% of the Commission's total procurement dollars.
- Attachment E portrays the historic MFD participation rates, and the total procurement from FY91 to Third Quarter FY26.
- Attachments F and G show the MFD participation in procurements at various bid levels to determine if MFD vendors are successful in obtaining opportunities in procurements that require informal bidding and formal bidding. Based on the analysis, MFD vendors do appear to be participating, at an overall rate of 11.7% in informal (under \$30,000) and 42.7% in formal (over \$30,000) procurements. For transactions under \$10k, MFD participation is 9.3%. For transactions over \$10k but under \$30k, MFD participation is 41.1%. MFD vendors are participating at an overall rate of 48.6% in transactions over \$250,000.
- Attachment H presents the total amount of procurements and the number of vendors by location. Of the \$147,054,787 in total procurement, \$95,676,698 was procured from Maryland vendors. Of the \$95,676,698 in procurement from Maryland vendors, \$38,786,071 was procured from MFD vendors located in Maryland with 64.7% or \$34,380,894 procured from MFD vendors located in Montgomery and Prince George's Counties.
- Attachment I compares the utilization of MFD vendors by the Commission with the availability of MFD vendors.¹ The results show under-utilization in the following categories: African American, Female, Asian and Native American. The amount and percentage of procurement from MFD vendors is broken out by categories as defined by the Commission's Anti-Discrimination Policy.²
- Attachments J and K show the number and dollar amount of waivers of the procurement policy by department and by reason for waiver.

For further information on the MFD report, please contact the Office of Supplier Diversity and Inclusion at (301) 454-1752.

¹ The availability percentages are taken from the most recent State of Maryland disparity study dated September 2025.

² Practice 4-10, *Purchasing Policy*, Section II.

MFD Procurement Statistics: For Nine Months Ended March 31, 2026

Attachment A - Procurement Totals and Percentages

<u>Prince George's County</u>	Procurement Total \$	Waivers Total \$	Waivers Total #	MFD \$	MFD %
Commissioners' Office	\$132,170	\$0	0	\$0	0.0%
Planning Department	\$3,743,953	\$0	0	\$569,276	15.2%
Parks and Recreation Department	\$91,375,295	\$2,292,103	19	\$34,125,772	37.3%
Total	\$95,251,418	\$2,292,103	19	\$34,695,048	36.4%
<u>Montgomery County</u>	Procurement Total \$	Waivers Total \$	Waivers Total #	MFD \$	MFD %
Commissioners' Office	\$57,335	\$0	0	\$750	1.3%
Planning Department	\$2,157,000	\$459,156	2	\$184,667	8.6%
Parks Department	\$46,694,440	\$226,765	5	\$17,564,806	37.6%
Total	\$48,908,775	\$685,921	7	\$17,750,223	36.3%
<u>Central Administrative Services</u>	Procurement Total \$	Waivers Total \$	Waivers Total #	MFD \$	MFD %
Dept. of Human Resources and Mgt.	\$815,760	\$31,968	2	\$74,748	9.2%
Finance Department	\$72,816	\$73	1	\$18,658	25.6%
Legal Department	\$139,060	\$25,000	1	\$49,267	35.4%
Merit Board	\$8,163	\$0	0	\$0	0.0%
Office of Chief Information Officer	\$1,846,149	\$228,302	3	\$512,173	27.7%
Office of Inspector General	\$12,646	\$0	0	\$0	0.0%
Total	\$2,894,594	\$285,343	7	\$654,846	22.6%
<u>M-NCPPC Departments</u>	Procurement Total \$	Waivers Total \$	Waivers Total #	MFD \$	MFD %
Grand Total	\$147,054,787	\$3,263,367	33	\$53,100,117	36.1%

Note: The "Waivers" columns report the amount and number of purchases approved to be exempt from the competitive procurement process, including sole source procurements.

Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
May 28, 2026

MFD PROCUREMENT STATISTICS FY 2026

Attachment B - MFD Percentages: Cumulative and Activity by Quarter

CUMULATIVE BY QUARTER

<u>Prince George's County</u>	SEPTEMBER	DECEMBER	MARCH
Commissioners' Office	0.0%	0.0%	0.0%
Planning Department	11.9%	14.3%	15.2%
Parks and Recreation Department	26.2%	41.5%	37.3%
Total	25.1%	40.4%	36.4%
<u>Montgomery County</u>	SEPTEMBER	DECEMBER	MARCH
Commissioners' Office	0.0%	1.5%	1.3%
Planning Department	1.4%	1.4%	8.6%
Parks Department	42.1%	35.9%	37.6%
Total	40.4%	34.4%	36.3%
<u>Central Administrative Services</u>	SEPTEMBER	DECEMBER	MARCH
Dept. of Human Resources and Mgt.	17.6%	12.7%	9.2%
Finance Department	0.0%	2.0%	25.6%
Legal Department	0.0%	0.0%	35.4%
Merit Board	0.0%	0.0%	0.0%
Office of Chief Information Officer	14.4%	27.3%	27.7%
Office of Inspector General	0.0%	0.0%	0.0%
Total	14.9%	23.1%	22.6%
<u>M-NCPPC Departments</u>	SEPTEMBER	DECEMBER	MARCH
Grand Total	31.5%	38.1%	36.1%

ACTIVITY BY QUARTER

<u>Prince George's County</u>	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER
Commissioners' Office	0.0%	0.0%	0.0%
Planning Department	11.9%	23.3%	17.0%
Parks and Recreation Department	26.2%	51.7%	26.7%
Total	25.1%	51.3%	26.2%
<u>Montgomery County</u>	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER
Commissioners' Office	0.0%	1.5%	0.0%
Planning Department	1.4%	1.4%	22.2%
Parks Department	42.1%	23.9%	41.4%
Total	40.4%	22.9%	40.5%
<u>Central Administrative Services</u>	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER
Dept. of Human Resources and Mgt.	17.6%	3.0%	4.0%
Finance Department	0.0%	4.7%	48.2%
Legal Department	0.0%	0.0%	47.4%
Merit Board	0.0%	0.0%	0.0%
Office of Chief Information Officer	14.4%	31.8%	31.0%
Office of Inspector General	0.0%	0.0%	0.0%
Total	14.9%	27.7%	21.2%
<u>M-NCPPC Departments</u>	FIRST QUARTER	SECOND QUARTER	THIRD QUARTER
Grand Total	31.5%	44.5%	31.3%

MFD PROCUREMENT STATISTICS: For Nine Months Ended March 31, 2026

Attachment C - By Major Procurement Category

Procurement Category	Grand Total	Montgomery Planning	Montgomery Parks	Pr. Geo. Parks & Recreation	Pr. Geo. Planning	Dept. of Human Resources	Finance Dept.	Legal Dept.	Office of Chief Information
Goods Total \$	\$32,438,286	\$719,532	\$10,322,530	\$20,471,307	\$535,176	\$126,292	\$60,047	\$16,031	\$187,371
MFD \$	<u>\$2,668,572</u>	<u>\$4,838</u>	<u>\$1,067,590</u>	<u>\$1,448,122</u>	<u>\$49,727</u>	<u>\$30,923</u>	<u>\$17,210</u>	<u>\$0</u>	<u>\$50,162</u>
Percentage	8.2%	0.7%	10.3%	7.1%	9.3%	24.5%	28.7%	0.0%	26.8%
Micellaneous Services Total \$	\$18,524,814	\$959,548	\$7,830,459	\$7,399,222	\$954,835	\$245,066	\$9,166	\$12,135	\$1,114,383
MFD \$	<u>\$3,420,505</u>	<u>\$16,889</u>	<u>\$1,833,741</u>	<u>\$930,728</u>	<u>\$169,286</u>	<u>\$6,402</u>	<u>\$1,448</u>	<u>\$0</u>	<u>\$462,011</u>
Percentage	18.5%	1.8%	23.4%	12.6%	17.7%	2.6%	15.8%	0.0%	41.5%
Professional Services Total \$	\$14,955,570	\$477,920	\$3,931,486	\$7,278,205	\$2,253,942	\$355,125	\$3,603	\$110,894	\$544,058
MFD \$	<u>\$3,842,525</u>	<u>\$162,940</u>	<u>\$1,752,233</u>	<u>\$1,520,822</u>	<u>\$350,263</u>	<u>\$7,000</u>	<u>\$0</u>	<u>\$49,267</u>	<u>\$0</u>
Percentage	25.7%	34.1%	44.6%	20.9%	15.5%	2.0%	0.0%	44.4%	0.0%
Construction Total \$	\$80,925,803	\$0	\$24,609,965	\$56,226,561	\$0	\$89,277	\$0	\$0	\$0
MFD \$	<u>\$43,167,765</u>	<u>\$0</u>	<u>\$12,911,242</u>	<u>\$30,226,100</u>	<u>\$0</u>	<u>\$30,423</u>	<u>\$0</u>	<u>\$0</u>	<u>\$0</u>
Percentage	53.3%	0.0%	52.5%	53.8%	0.0%	34.1%	0.0%	0.0%	0.0%
SUBTOTAL \$	\$146,844,473	\$2,157,000	\$46,694,440	\$91,375,295	\$3,743,953	\$815,760	\$72,816	\$139,060	\$1,846,149
MFD \$	<u>\$53,099,367</u>	<u>\$184,667</u>	<u>\$17,564,806</u>	<u>\$34,125,772</u>	<u>\$569,276</u>	<u>\$74,748</u>	<u>\$18,658</u>	<u>\$49,267</u>	<u>\$512,173</u>
Percentage	36.2%	<u>8.6%</u>	<u>37.6%</u>	<u>37.3%</u>	<u>15.2%</u>	<u>9.2%</u>	<u>25.6%</u>	<u>35.4%</u>	<u>27.7%</u>

Prepared by Supplier Diversity Program Manager, Corporate Policy & Management Operations Division
May 28, 2026

MFD Procurement Statistics: For Nine Months Ended March 31, 2026

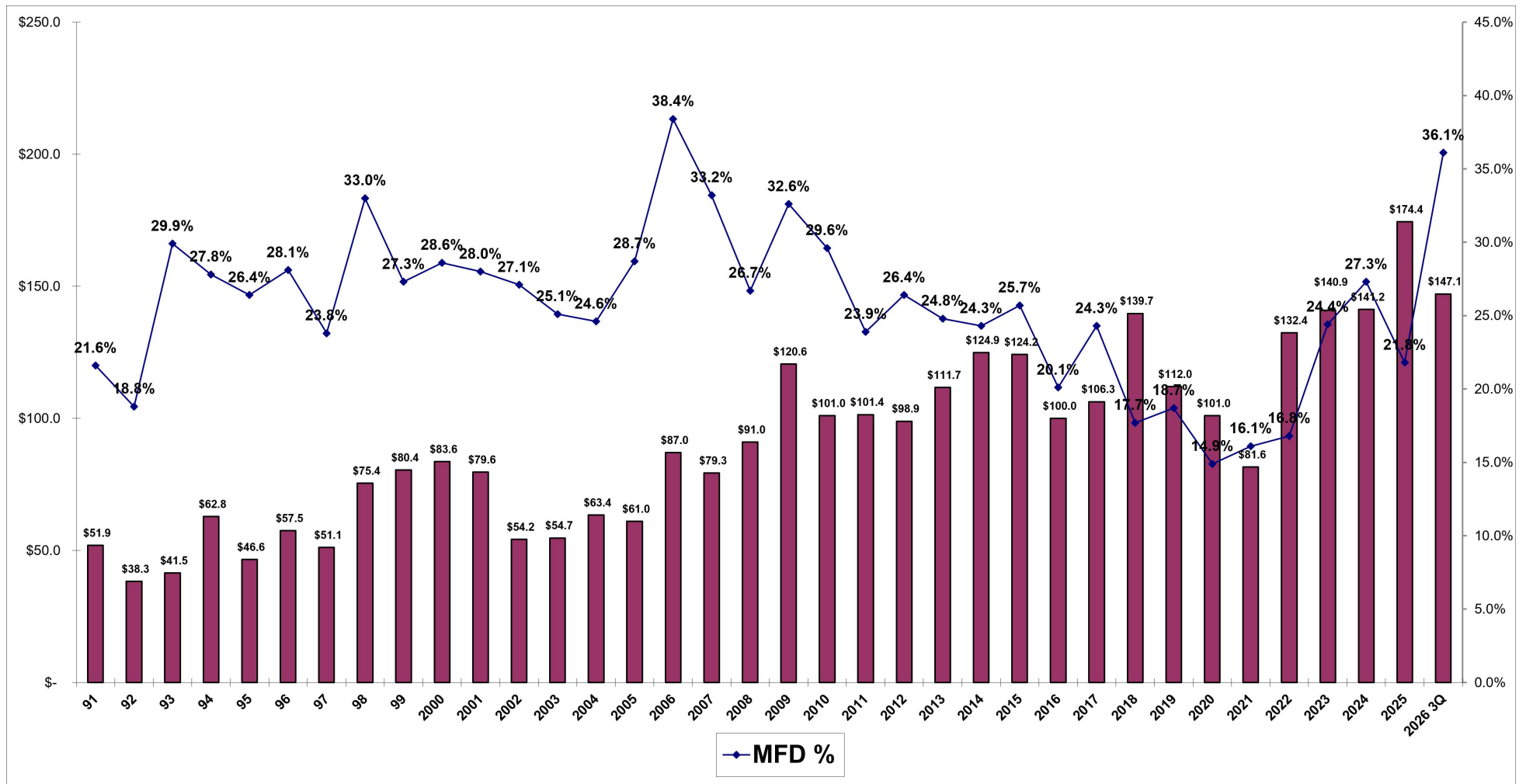
Attachment D - Comparison of MFD % for Total Procurement and Purchase Card Procurement

<u>Prince George's County</u>	Procurement Total \$	MFD Procurement %	Purchase Card Total \$	MFD Purchase Card %
Commissioners' Office	\$132,170	0.0%	\$82,313	0.0%
Planning Department	\$3,743,953	15.2%	\$105,090	0.7%
Parks and Recreation Department	\$91,375,295	37.3%	\$5,515,767	1.5%
Total	\$95,251,418	36.4%	\$5,703,170	1.5%
<u>Montgomery County</u>	Procurement Total \$	MFD Procurement %	Purchase Card Total \$	MFD Purchase Card %
Commissioners' Office	\$57,335	1.3%	\$8,496	0.0%
Planning Department	\$2,157,000	8.6%	\$111,557	1.3%
Parks Department	\$46,694,440	37.6%	\$3,984,699	3.5%
Total	\$48,908,775	36.3%	\$4,104,752	3.4%
<u>Central Administrative Services</u>	Procurement Total \$	MFD Procurement %	Purchase Card Total \$	MFD Purchase Card %
Dept. of Human Resources and Mgt.	\$815,760	9.2%	\$42,577	0.2%
Finance Department	\$72,816	25.6%	\$44,432	1.6%
Legal Department	\$139,060	35.4%	\$12,695	0.0%
Merit Board	\$8,163	0.0%	\$163	0.0%
Office of Chief Information Officer	\$1,846,149	27.7%	\$49,693	0.0%
Office of Inspector General	\$12,646	0.0%	\$12,646	0.0%
Total	\$2,894,594	22.6%	\$162,206	0.5%
<u>M-NCPPC Departments</u>	Procurement Total \$	MFD Procurement %	Purchase Card Total \$	MFD Purchase Card %
Grand Total	\$147,054,787	36.1%	\$9,970,128	2.3%

Percentage of Purchase Card Procurement to Total Procurement = 6.8%

THE MARYLAND-NATIONAL CAPITAL PARK AND PLANNING COMMISSION

Attachment E - MFD Procurement Results and Total Procurement (Millions)



Procurement Results

TOTAL PROCUREMENT \$ (MIL.)

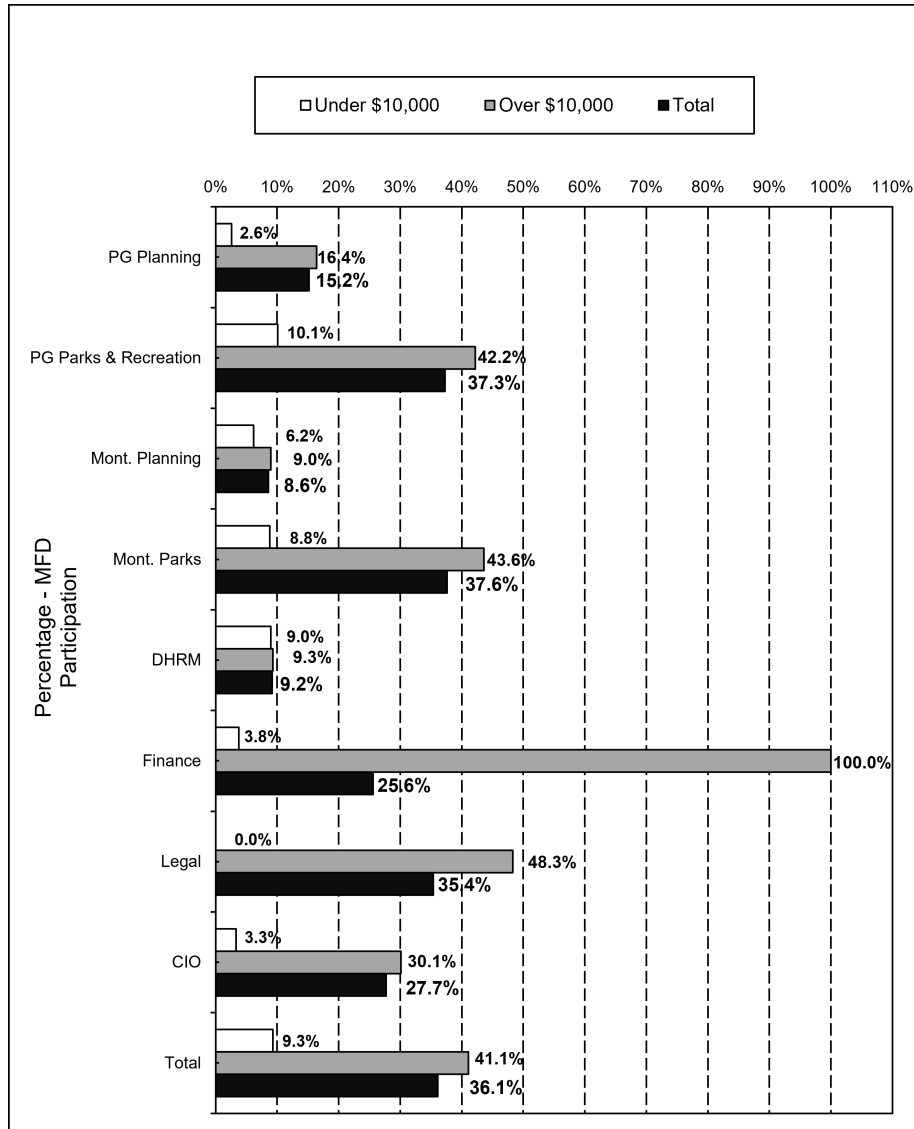
MFD %

FY 2017	FY 2018	FY 2019	FY 2020	FY 2021	FY 2022	FY 2023	FY 2024 4Q	FY 2025	FY 2026 3Q
\$106.3	\$139.7	\$112.0	\$101.0	\$81.6	\$132.4	\$140.9	\$141.2	\$174.4	\$147.1
24.3%	17.7%	18.7%	14.9%	16.1%	16.8%	24.4%	27.3%	21.8%	36.1%

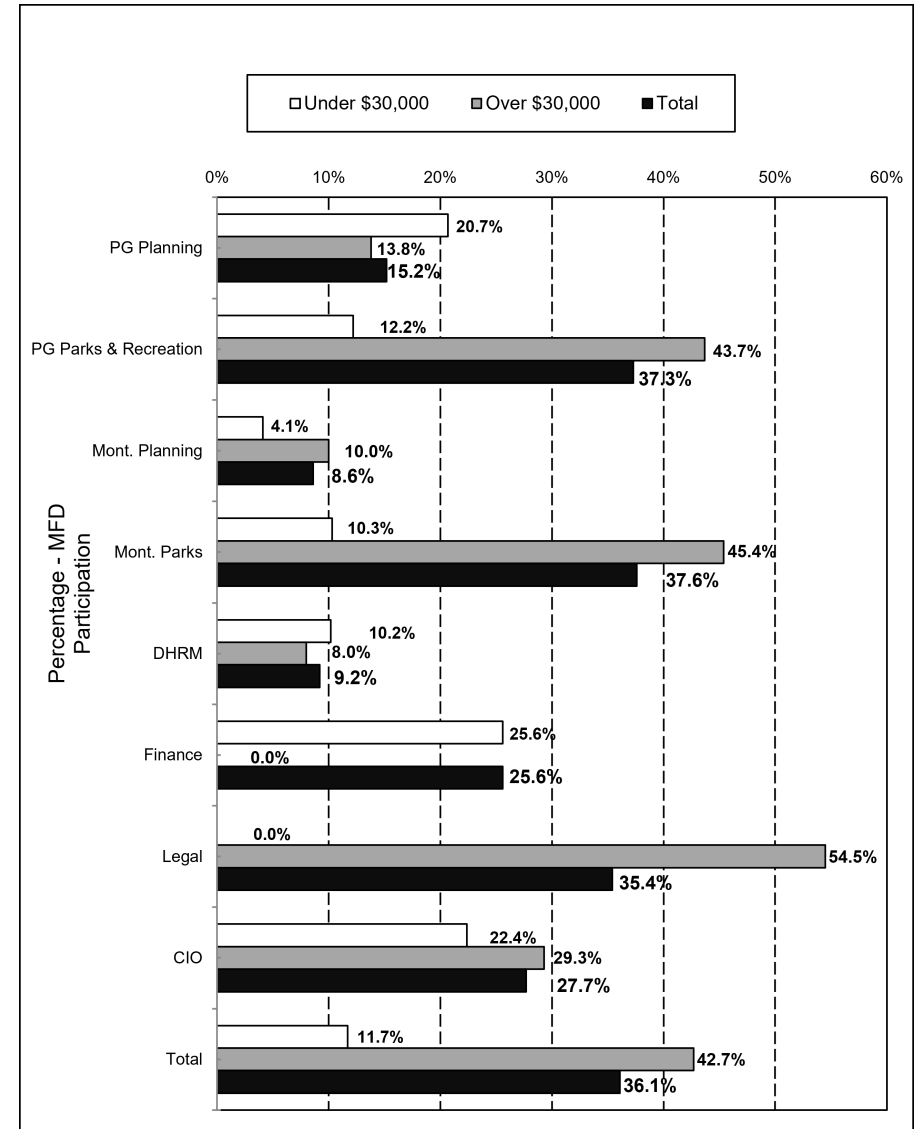
MFD Procurement Statistics: For Nine Months Ended March 31, 2026

Attachment F - Transactions Under/Over \$10,000 & \$30,000 plus Total %

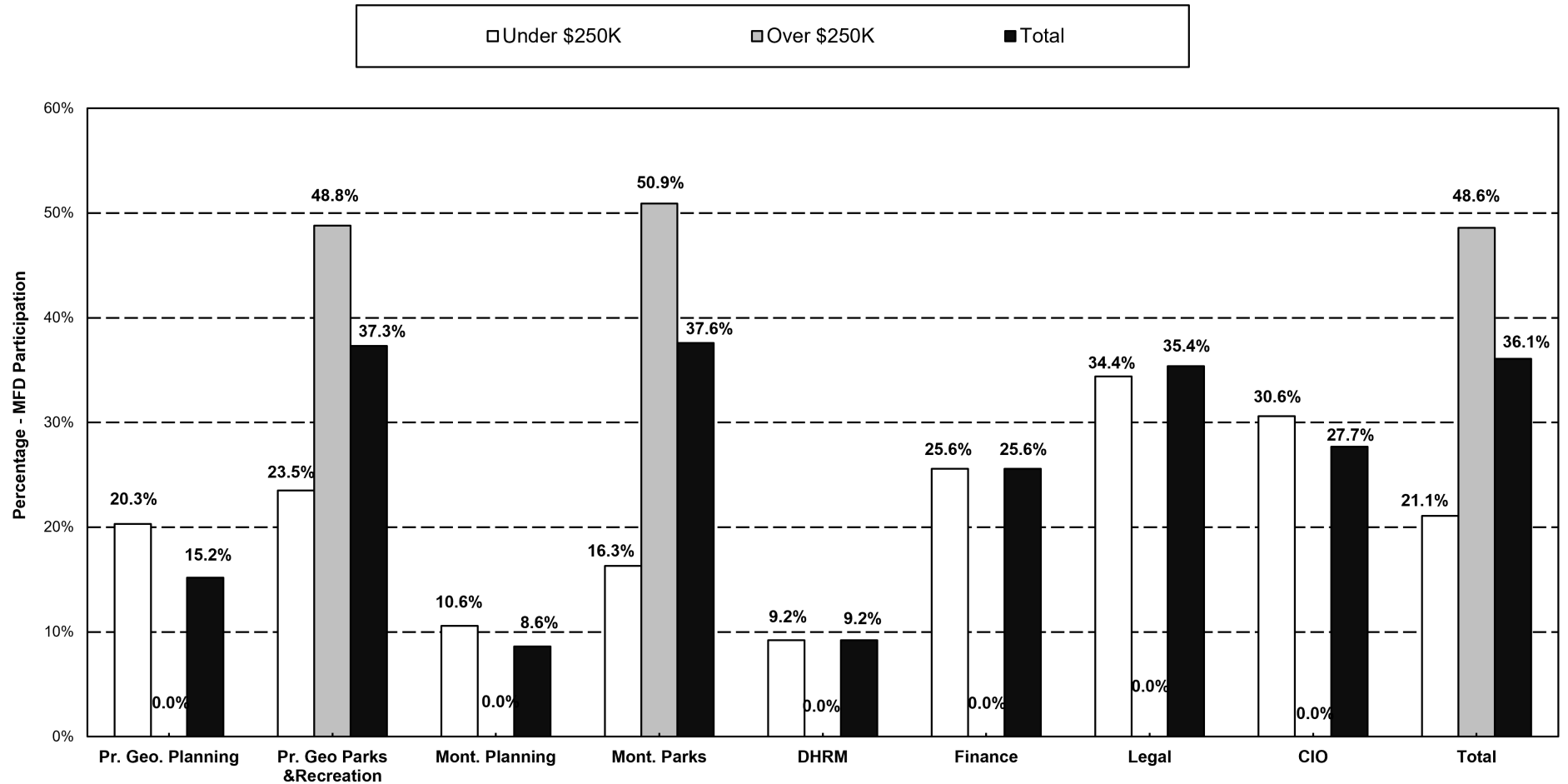
Percentage - MFD Participation
Under/Over \$10,000



Percentage - MFD Participation
Under/Over \$30,000



MFD Procurement Statistics: Third Quarter FY 2026
Attachment G - Transactions Under/Over \$250,000 and Total %



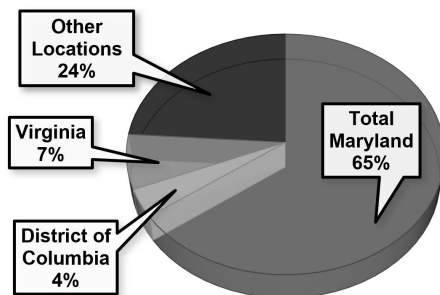
MFD Procurement Statistics: For Nine Months Ended March 31, 2026

Attachment H - Amount of Procurement and Number of Vendors by Location

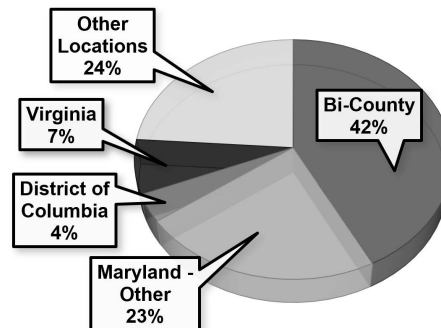
ALL VENDORS - Location	Procurement Amount \$	Procurement %	Number of Vendors	Vendor %
Montgomery County	\$18,772,172	12.8%	233	15.8%
Prince George's County	\$43,604,616	29.7%	446	25.8%
Bi-County Subtotal	\$62,376,788	42.5%	719	41.6%
Maryland - other locations	\$33,299,910	22.6%	317	18.3%
Total Maryland	\$95,676,698	65.1%	1,036	59.9%
District of Columbia	\$5,469,071	3.7%	69	4.0%
Virginia	\$10,782,141	7.3%	133	7.7%
Other Locations	\$35,126,877	23.9%	494	28.4%
Grand Total	\$147,054,787	100.0%	1,732	100.0%

MFD Vendors - Location	Procurement Amount \$	Procurement %	Number of Vendors	Vendor %
Montgomery County	\$3,073,009	5.8%	52	20.7%
Prince George's County	\$31,307,885	58.9%	80	31.8%
Bi-County Subtotal	\$34,380,894	64.7%	132	52.5%
Maryland - other locations	\$4,405,177	8.3%	50	19.9%
Total Maryland	\$38,786,071	73.0%	182	72.4%
District of Columbia	\$2,053,410	3.9%	18	7.2%
Virginia	\$5,330,119	10.0%	20	8.0%
Other Locations	\$6,930,517	13.1%	31	12.4%
Grand Total	\$53,100,117	100.0%	251	100.0%

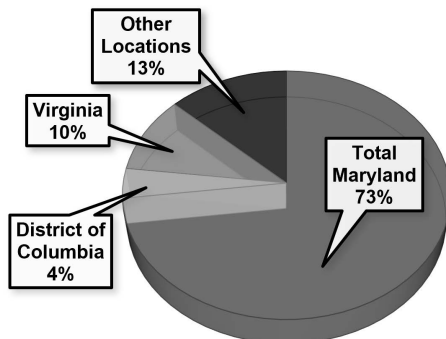
ALL VENDORS PROCUREMENT \$



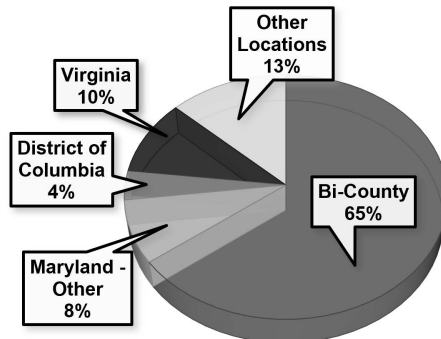
ALL VENDORS PROCUREMENT \$



MFD VENDORS PROCUREMENT \$



MFD VENDORS PROCUREMENT \$



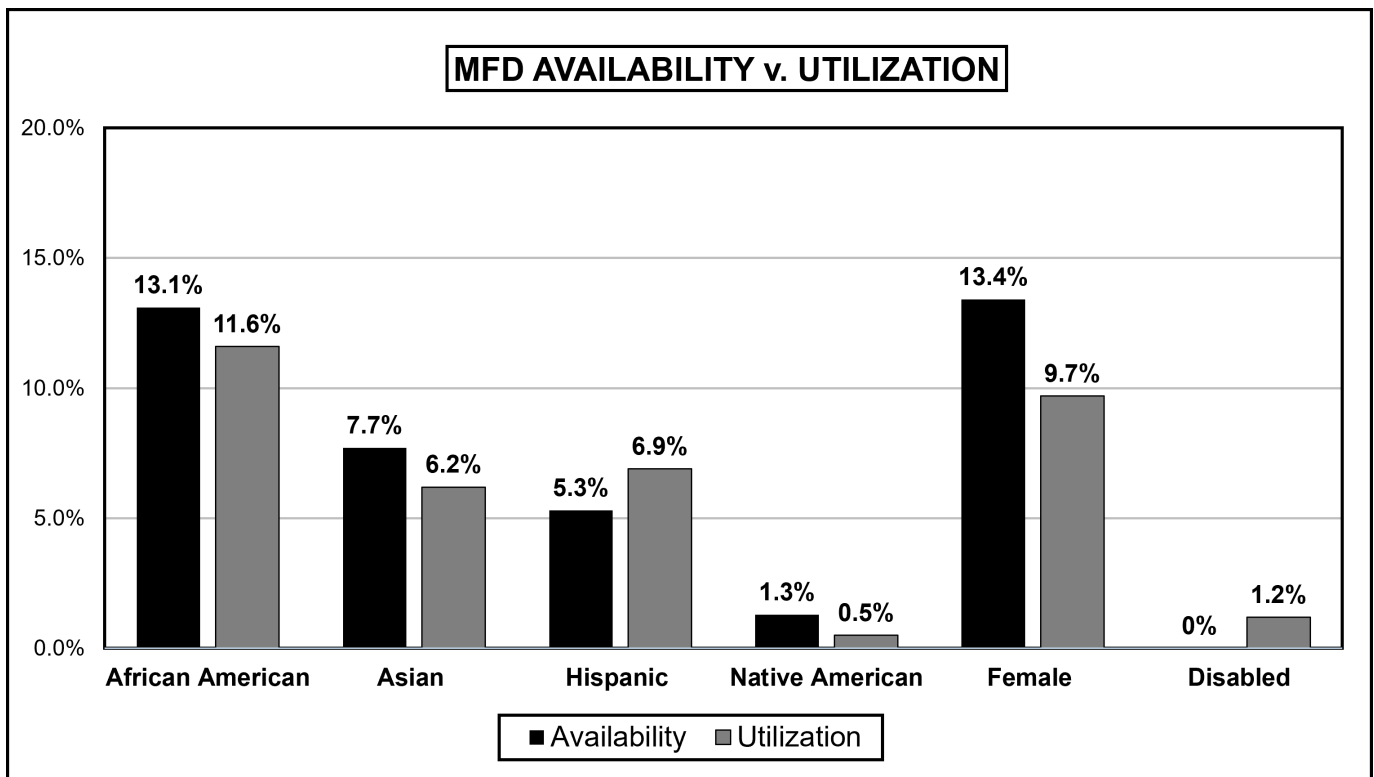
Note: The number of vendors excludes purchase card vendors.

MFD Procurement Statistics: For Nine Months Ended March 31, 2026

Attachment I - Amount, Percentage of Procurement and Percentage of Availability by Diverse Code

Total Amount of Procurement = \$147,054,787

<u>Diverse Code</u>	<u>Procurement Amount \$</u>	<u>Procurement %</u>	<u>Availability %</u>
African American	\$16,911,564	11.6%	13.1%
Asian	\$9,189,322	6.2%	7.7%
Hispanic	\$10,147,941	6.9%	5.3%
Native American	\$774,962	0.5%	1.3%
Total Minority Owned Firms	\$37,032,789	25.2%	27.4%
Female Owned Firms	\$14,299,373	9.7%	13.4%
Disabled Owned Firms	\$1,776,955	1.2%	n/a
Total Minority, Female, and Disabled Owned Firms	\$53,100,117	36.1%	40.8%



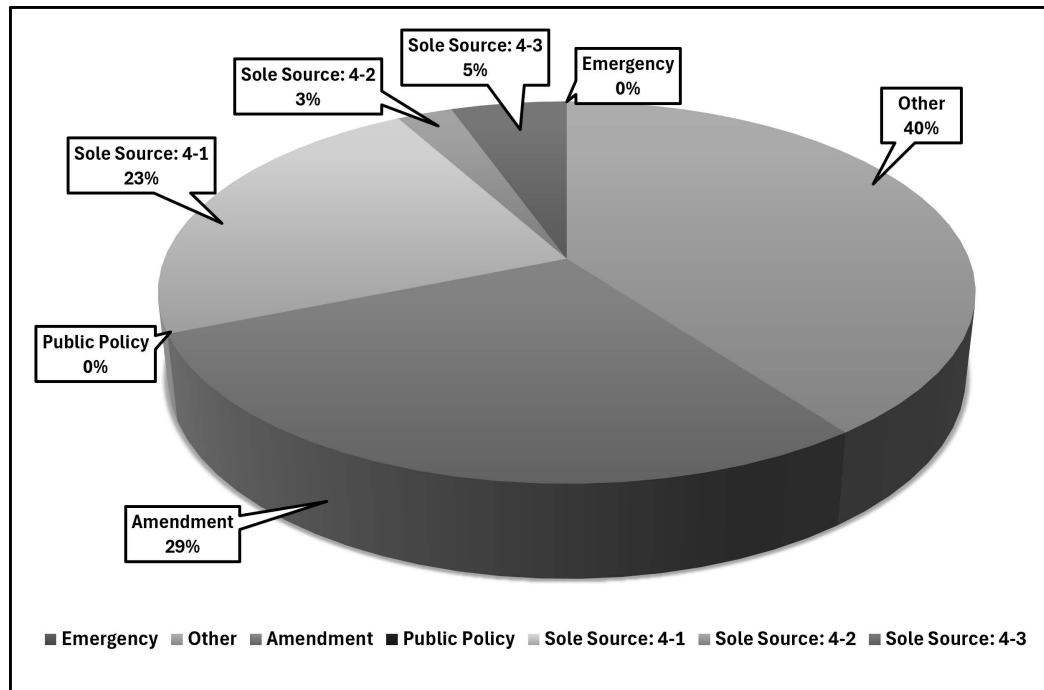
Note: (1) Availability percentages are taken from State of Maryland study titled "2025 Minority Business Enterprise Disparity Study", dated September 2025, page 14.

(2) n/a = not available

MFD Procurement Statistics: For Nine Months Ended March 31, 2026

Attachment J - Reasons for Waivers, Cumulative Dollar Amount & Number of Waivers

REASON	NUMBER	AMOUNT	%
Emergency	0	\$0	0.0%
Other	11	\$1,301,460	40.0%
Public Policy	0	\$0	0.0%
Amendment	8	\$944,447	28.9%
Sole Source: 4-1	10	\$755,134	23.1%
Sole Source: 4-2	1	\$85,000	2.6%
Sole Source: 4-3	3	\$177,326	5.4%
Total	33	\$3,263,367	100.0%



Waiver Reason Definitions:

Emergency:

Sudden and unforeseeable circumstance have arisen which actually or imminently threaten the continuance of an essential operation of the Commission or which threaten public health, welfare or safety such that there is not enough time to conduct the competitive bidding.

Required by Law or Grant:

Public law or the terms of a donation/grant require that the above noted vendor be chosen.

Amendment:

A contract is already in place and it is appropriate for the above noted vendor to provide additional services and/or goods not within the original scope of the contract because the interested service and/or goods are uniquely compatible with the Commission's existing systems and patently superior in quality and/or capability than what can be gained through an open bidding process.

Sole Source 4:

It has been determined that:

- #1: The vendor's knowledge and experience with the Commission's existing equipment and/or systems offer a greater advantage in quality and/or cost to the Commission than the cost savings possible through competitive bidding, or
- #2: The interested services or goods need to remain confidential to protect the Commission's security, court proceedings and/or contractual commitments, or
- #3: The services or goods have no comparable and the above noted vendor is the only distributor for the interested manufacturer or there is otherwise only one source available for the sought after services or goods, e.g. software maintenance, copyrighted materials, or otherwise legally protected goods or services.

MFD Procurement Statistics: For The Six Months Ended December 31, 2025
Attachment K - Total Waivers, MFD Waivers, & Sole Source Waivers by Department

<u>Prince George's County</u>	Total Waivers \$	Total Waivers #	MFD Waivers \$	MFD Waivers #	% of MFD	Sole Source 4-1: \$	Sole Source 4-1: #	Sole Source 4-2: \$	Sole Source 4-2: #	Sole Source 4-3: \$	Sole Source 4-3: #	% Sole Source
Commissioners' Office	\$0	0	\$0	0	0.0%	\$0	0	\$0	0	\$0	0	0.0%
Planning Department	\$0	0	\$0	0	0.0%	\$0	0	\$0	0	\$0	0	0.0%
Parks and Recreation Department	\$2,292,103	19	\$0	0	0.0%	\$647,251	6	\$85,000	1	\$0	0	31.9%
Total	\$2,292,103	19	\$0	0	0.0%	\$647,251	6	\$85,000	1	\$0	0	31.9%

<u>Montgomery County</u>	Total Waivers \$	Total Waivers #	MFD Waivers \$	MFD Waivers #	% of MFD	Sole Source 4-1: \$	Sole Source 4-1: #	Sole Source 4-2: \$	Sole Source 4-2: #	Sole Source 4-3: \$	Sole Source 4-3: #	% Sole Source
Commissioners' Office	\$0	0	\$0	0	0.0%	\$0	0	\$0	0	\$0	0	0.0%
Planning Department	\$459,156	2	\$0	0	0.0%	\$48,000	1	\$0	0	\$0	0	10.5%
Parks Department	\$226,765	5	\$0	0	0.0%	\$47,915	2	\$0	0	\$161,350	2	92.3%
Total	\$685,921	7	\$0	0	0.0%	\$95,915	3	\$0	0	\$161,350	2	37.5%

<u>Central Administrative Services</u>	Total Waivers \$	Total Waivers #	MFD Waivers \$	MFD Waivers #	% of MFD	Sole Source 4-1: \$	Sole Source 4-1: #	Sole Source 4-2: \$	Sole Source 4-2: #	Sole Source 4-3: \$	Sole Source 4-3: #	% Sole Source
Dept. of Human Resources and Mgt.	\$31,968	2	\$0	0	0.0%	\$11,968	1	\$0	0	\$0	0	37.4%
Finance Department	\$73	1	\$0	0	0.0%	\$0	0	\$0	0	\$0	0	0.0%
Legal Department	\$0	1	\$0	0	0.0%	\$0	0	\$0	0	\$0	0	0.0%
OCIO	\$212,326	3	\$0	0	0.0%	\$0	0	\$0	0	\$15,976	1	7.0%
Merit Board	\$25,000	0	\$0	0	0.0%	\$0	0	\$0	0	\$0	0	0.0%
Total	\$285,343	7	\$0	0	0.0%	\$11,968	1	\$0	0	\$15,976	1	9.8%

<u>M-NCPPC Departments</u>	Total Waivers \$	Total Waivers #	MFD Waivers \$	MFD Waivers #	% of MFD	Sole Source 4-1: \$	Sole Source 4-1: #	Sole Source 4-2: \$	Sole Source 4-2: #	Sole Source 4-3: \$	Sole Source 4-3: #	% Sole Source
Grand Total	\$3,263,367	33	\$0	0	0.0%	\$755,134	10	\$85,000	1	\$177,326	3	31.2%

Purpose of Summary of Waiver Report:

- (1) To monitor the amount, number, reasons for waivers in order to ensure the Commission is encouraging and maintaining good community, public, vendor, and interdepartmental relations; To ensure fair and equitable treatment of all persons who deal in purchasing matters; to promote economy in Commission purchasing; and to ensure that minority owned firms receive a fair share of Commission awards (source: Practice 4-10); and
- (2) To comply with the Prince George's Planning Board directive of January 29, 1991 to report waiver activity to the Department Heads and the Planning Boards on a quarterly basis.

Sole Source: 4

It has been determined that:

- 4-1: The vendor's knowledge and experience with the Commission's existing equipment and/or systems offer a greater advantage in quality and/or cost to the Commission than the cost savings possible through competitive bidding, or
- 4-2: The interested services or goods need to remain confidential to protect the Commission's security, court proceedings and/or contractual commitments, or
- 4-3: The services or goods have no comparable and the above noted vendor is the only distributor for the interested manufacturer or there is otherwise only one source available for the sought after services or goods, e.g. software maintenance, copyrighted materials, or otherwise legally protected goods or services.