



Internal Memorandum

Subject: Written Testimony for legislation related to the Veteran-Owned Business Enterprise Program (Council Bill No. 8-2018 and Council Resolution No. 12-2018)

Date: January 5, 2018

To: Lonnie R. Robbins, Chief Administrative Officer
Department of County Administration

From: Dean Hof, Purchasing Administrator *DPH*

Attached is a summary of changes to the Howard County Code (Title 4, Subtitle 1. Purchasing), (Title 6, Subtitle 7. Veterans), and the Purchasing Manual in order to establish a Veteran-Owned Business Enterprise Program.

Changes to Title 4, Subtitle 1. Purchasing (Council Bill No. 8-2018)

1. Section 4.101. Purpose, Subsection (g)
Has been added to encourage business opportunities for Veteran-Owned Business Enterprises.
2. Section 4.102. Definitions, Subsection (n)
The definition of Disabled Business Enterprise (DBE) has been expanded to be consistent with the recently approved EBO program manual.
3. Section 4.102. Definitions, Subsection (w)
The definition of Minority Business Enterprise (MBE) has been expanded to be consistent with the recently approved EBO program manual.
4. Section 4.102. Definitions, Subsection (x)
The definition of Minority individual has been changed to be consistent with the recently approved EBO program manual.
5. Section 4.102. Definitions, Subsection (ap)
The definition of Veteran-Owned Business Enterprise (VOBE) has been added. The term is defined to mean a business enterprise that is verified by the Center for Verification and Evaluation of the United States Department of Veterans Affairs as a veteran-owned small business enterprise.



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6. Section 4.102. Definitions, Subsection (aq)
The definition of Woman Business Enterprise (WBE) has been expanded to be consistent with the recently approved EBO program manual.
7. Section 4.103. Authority and duties of the County Purchasing Agent, Subsection (aa)
Has been added to include reference to the new Veteran-Owned Business Enterprise Program. This provision will require the Purchasing Agent to implement a Veteran-Owned Business Enterprise program.
8. Section 4.103. Authority and duties of the County Purchasing Agent, Subsection (ab)
Has been added to include reference to the new Veteran-Owned Business Enterprise Program. This provision will require the Purchasing Agent to keep statistics on businesses that participate in the program.
9. Section 4.130. Veteran-owned Business Enterprise Program
Has been added which outlines the goals and procedures for the new Veteran-Owned Business Enterprise Program. The program aims to achieve an overall minimum of 1% of the Count's total dollar value of procurement contracts to be made, directly or indirectly, with Veteran-Owned Business Enterprises. This is like the State's program codified at Title 14, Subtitle 6 of the State Finance and Procurement Article of the Annotated Code of Maryland.

Changes to Title 6, Subtitle 7. Veterans

10. Section 6.701. Subsection (9) and (10)
These subsections have been added to list additional powers and duties of the Commission for Veterans and Military Families in reference to the new Veteran-Owned Business Enterprise Program. These provisions provide that the Commission will advise the Office of Purchasing on various issues related to the Veteran-Owned Business Enterprise Program.

Purchasing Manual Changes (Council Resolution No. 12-2018)

Changes have been made to the Purchasing Manual to reflect changes in the code Title 4, Subtitle 1. Purchasing

11. Principles.12
This subsection has been added has been added to encourage business opportunities for Veteran-Owned Business Enterprises.



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12. Section J, Subsection 2.a. (3)

This subsection has been added to include information on the Veteran-Owned Business Enterprise Program (VOBE) in Expressions of Interest packages.

13. Section U

This subsection has been added which outlines the guidelines, procedures and program practices for the new Veteran-Owned Business Enterprise Program.

14. Exhibit I. Dictionary of purchasing terms

The definition of Minority Business Enterprise (MBE) has been expanded to be consistent with the recently approved EBO program manual.

The definition of Disabled Business Enterprise (DBE) has been expanded to be consistent with the recently approved EBO program manual.

The definition of Veteran-Owned Business Enterprise (VOBE) has been added.

The definition Woman Business Enterprise (WBE) has been added.

Fiscal Impact

There is no fiscal impact to this legislation as the administration of the program will be absorbed by current staff.