**Exhibit 1. MBF, VSBE, and SBR Research Factors Template**

**Solicitation Title: [enter the full name of the solicitation and type – IFB/RFB/etc. here]**

**eMMA Solicitation No. [enter the eMMA solicitation ID number here]**

This exhibit serves as a summary of the factors the State used, in conjunction with guidance from the Governor’s Office of Small, Minority, and Women’s Business Affairs, to determine:

1. The expected degree of Minority Business Enterprise (MBE) participation for the procurement contract, including subcontracting opportunities identified for the project, any applicable North American Industry Classification System (NAICS) codes linked to the subcontracting opportunities, and the number of certified MBEs in those industries.
2. The expected degree of Veteran-owned Small Business Enterprise (VSBE) participation for the procurement contract, including subcontracting opportunities identified for the project, any applicable United Nations Standard Products and Services Codes (UNSPSC) [identified in eMaryland Marketplace Advantage (eMMA) as Categories] linked to the subcontracting opportunities, and the number of certified VSBEs in those industries; and
3. If this procurement is for a Statewide Master Contract where secondary competition may occur, the expected degree of Small Business Reserve (SBR) participation for the secondary competition agreement (such as a task order agreement or purchase order agreement) to be designated as an SBR, including opportunities identified for the secondary competition agreement, any applicable UNSPSCs linked to the subcontracting opportunities, and the number of certified SBRs in those industries.

**Disclaimer:** This summary’s research results are not all inclusive and do not exclude any other subcontracting opportunities that the Bidder/Offeror may identify in preparing a Bid/Proposal to submit in response to the solicitation.

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| **MBE Research by NAICS Code** |
| **NAICS Codes** | **Description** | **# MBEs in MDOT Directory** |
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| **MBE Research by Keywords** |
| **Keywords** | **# MBEs in MDOT Directory** |
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[Copy the content from the MBE PRG Worksheet for the MBE research conducted for the PRG in the chart above.]

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| **VSBE Research by UNSPSC/eMMA Category Code** |
| **eMMA Category Codes** | **Description** | **#VSBEs in eMMA Directory** |
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[Copy the content from the VSBE PRG Worksheet for the VSBE research conducted for the PRG in the chart above.]

NOTE: In this procurement, small businesses are strongly encouraged to submit a bid/proposal as a Prime Contractor to compete as an SBR at the secondary competition level. SBR certification is required to receive an SBR-designated secondary competition agreement award.

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| **SBR Research by UNSPSC/eMMA Category Code** |
| **eMMA Category Codes** | **Description** | **# SBRs in eMMA Directory** |
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[Copy the content from the SBR PRG Worksheet for the SBR research conducted for the PRG in the chart above.]

[Procurement Officers should delete this last page for SBR information if the procurement contract is not a Statewide Master Contract procurement. SBR designation would already be established during the PRG for the procurement contract.]