

HUBS DOING BUSINESS WITH THE STATE

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Texas Racing Commission

**Historically Underutilized Business
(HUB) Program**

(H)ISTORICALLY (U)NDERUTILIZED (B)USINESS PROGRAM ELIGIBILITY

- Company must be 51% owned by a minority(ies)
- Owner(s) must be African-American, Hispanic-American, Asian-Pacific American, Native-American or American woman
- Owner(s) must be U.S. citizens
- Company headquarters (operations) must be in Texas

HUB PROGRAM

CERTIFICATION BENEFITS

- HUB certification is free, application is on line and certification is renewable every four years
- HUBs are promoted on the HUB Directory to almost 300 state agencies/universities
- HUB contact list of agencies, universities and respective HUB coordinators
- HUB assistance is free at 1-888-863-5881

HUB PROGRAM

ONLINE RESOURCES

- HUB Coordinators – Information on product/service needs, buying cycles, subcontracting opportunities, vendor list, mentor/protégé program, referrals, end-users and marketing tips.
- Economic Opportunity Forums - Targets HUB buyers/suppliers. Advertised as vendor forums, bid fairs, conferences, etc.
- HUB Reports - Published 2x a year, includes procurement expenditures. See relative level of business opportunities.

HUB CERTIFICATION AGREEMENTS

- Memorandums of Agreements (MOA) with entities that certify minority and women-owned businesses.
- Certification with MOA's qualify vendors for Texas HUB certification—similar eligibility requirements.
- www.window.state.tx.us/procurement/prog/hub

HUB CERTIFICATION AGREEMENTS

- **City of Houston**
- **Houston Minority Business Council**
- **Dallas/Fort Worth Minority Business Development Council**
- **Central and South Texas Minority Business Council**
- **Women's Business Council-Southwest**
- **Women's Business Enterprise Alliance**
- **Texas Department of Transportation**

STATE BID OPPORTUNITIES

Centralized Master Bidder's List

- HUB' must register on the CMBL to “do business with the State.”
- Bid opportunities sent to vendors based on NIGP (National Industry Government Purchasing) code.
- Vendors must submit appropriate commodity codes on registration and also update company information when changes occur.

STATE BID OPPORTUNITIES

Centralized Master Bidder's List

- CMBL is used by state agencies, universities, schools, cities, counties and private entities to identify HUB vendors for solicitation of goods/services.
- Registration is \$70 annually, visit:
www.window.state.tx.us/procurement/prog/cmb1
or call 512/463-3459

STATE BID OPPORTUNITIES

ELECTRONIC STATE BUSINESS DAILY

- Request bid opportunities (over \$25,000) with state agencies and universities
- NIGP code required – click to see list
http://www.window.state.tx.us/procurement//com_book/index.html
- Order by state agency/university name or all agencies or by number
- Order awards
- Review results by agency, open date or posting date

STATE BID OPPORTUNITIES

Agency/University Websites

Texas Procurement and Support Services (TPASS)

www.window.state.tx.us/procurement

■ TERM CONTRACTS

- GENERAL INSTRUCTIONS, TERMS & CONDITIONS
- GEOGRAPHIC REGIONS FOR SUPPLY AND DELIVERY

■ OPEN MARKET

- OPEN MARKET – KEYWORD SEARCH

■ SCHEDULE PURCHASING

STATE BID OPPORTUNITIES

Bid Tabulations & Awards

- **Open Market Tabulations**

- **Open Market Awards**

- **Internal Procurement Tabulations**

- **Contract Tabulations**

- **Contract Awards**

- **Schedule Purchasing Tabulation**

- **Schedule Purchasing Awards**

MARKETING TIPS

- Become a state vendor - register on the CMBL—Use correct NIGP codes, update info
- Research HUB Reports - see relative level of business opportunities
- Visit Economic Opportunity Forums-many have spot bid fairs, network with HUB coordinators/purchasers on needs, purchasing process, bid requirements, etc.
- Maintain a good reputation for your company-from start to end—it matters!

TPASS/HUB PROGRAM

1-888-863-5881

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