Welcome to: HUB Talk Series with CPA and DIR

- Change Audio by switching between Computer Audio and Phone Call.
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*This webinar will be made available along with Questions and Answers at a later date.*
Marketing Tips for Success in the HUB Program
AGENDA

- Welcome & Introductions
- Get Started!
- Resources for Business Development
- Regional Assistance
- Questions and Answers
SPEAKERS

Maya Ingram
Statewide HUB Program Manager
Texas Comptroller of Public Accounts

Lynn Hodde, Director
HUB, Outreach and Training
Texas Department of Information Resources
Let’s get Started...  Establish your NIGP profile
KNOW YOUR PROCUREMENT IDENTIFICATION MARKERS

- NIGP – National Institute of Governmental Purchasing Codes
- ESBD – Electronic State Business Daily
- CMBL – Centralized Master Bidder’s List
- Statewide Historically Underutilized Business (HUB) Program
Statewide Contracts
- Search Statewide Contracts
- Contract Development
- Contract Management
- Procurement Oversight & Delegation
- Texas Multiple Award Schedule (TXMAS)
- TxSmartBuy.com
- DIR Contracts

Procurement Resources
- Texas Procurement and Contract Management Guide
- Publications and Forms
- State Print Services
- NIGP Commodity Book
- Search for CMBL/HUB Vendors
- Statutes and Procedures
- Grant Management

Vendor Resources
- Vendor Information Center
- Centralized Master Bidders List (CMBL)
- Historically Underutilized Business (HUB)
- Modify CMBL/HUB Profile
- Electronic State Business Daily (ESBD)

Training and Policy Development
- Purchasing/Contract Development (CTCD)
- Contract Manager (CTCM)
- Certification
- Continuing Education
- Training and Policy Development FAQ

Government Resources
- Need Help? Contact the Outreach Team
- Vendor Performance Tracking System (VPTS)
- Texas SmartBuy Membership Program
- State Payment Card
- State Travel Management
- State Mail Services
- Vehicle and Fleet Management
- Retail Fuel Card

SB20
- Centralized State Purchasing Study
- State Agency Contract Management Procedures
- LBB Contracts Database
Commodity Book

Enter a word or words with blank spaces to match. Matches will contain all words entered.

Search Keywords

Enter Search Criteria

( OR )

Search by class: (3 digits required)

Enter Search Criteria

Search  Reset

Back To Numeric Index
Procurement posting site

Purchasers MUST post procurements opportunities over $25,000 on the ESBD for the general public to search.

ESBD searches by Entity, NIGP Codes, and Wording
**ELECTRONIC STATE BUSINESS DAILY SEARCH**

View any solicitation by selecting or entering a field below. Sign in is NOT required. For instructions on submitting bid responses, please review the posting entity’s solicitation and attached bid documents.

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**Search**  **Clear Filters**

*Please only use Google Chrome to navigate this site.*
CENTRALIZED MASTER BIDDERS LIST (CMBL)

- State’s Procurement Vendor List
- Purchasers will search on the CMBL and HUB Directory List to notify vendors of procurement opportunity
- Vendors register and create profile with contact information and NIGP, Class and Item codes
Texas Government Code §2161 establishes the program and authorizes the Comptroller of Public Accounts to administer the program

Texas Administrative Code, Title 34, Chapter 20, Subchapter D, Division 1, §20.281 - §20.298, identifies rules

Statewide HUB Program certifies the HUBs

Compiles all agency and university expenditure information in a semi-annual and annual Statewide HUB Expenditure Report.

Provides compliance, training, and outreach assistance to State Agency/University HUB programs.
HUB CERTIFICATION

- FREE application process includes specific qualifications
- 4 year certification
- HUB Profile is created on HUB DIRECTORY with NIGP codes
- Recertification process begins 4 months prior to certification expiration
REGISTER FOR CMBL OR HUB

Purchasing

MODIFY CMBL/HUB ACCOUNT

To modify your CMBL or HUB account, please go to the Returning User Login and enter your User ID and password.

When the eSystems Menu page appears, select the “Manage CMBL and HUB Accounts” link to the right. Next, enter the first 11 digits of your 13-digit VID number for the account you wish to access.

Profile Edits

To update your profile information, click on "Edit Vendor Profile". Please make sure your profile information is accurate. "Missing Information" will appear in profile fields that have not been updated. Profile updates cannot be saved until all required fields have been completed or all fields showing...
“Profile is done”

“What resources are available to help me find opportunities?”
PROCUREMENT CONNECTIONS

- CMBL vendor profiles include NIGP Codes
- ESBD procurement postings include NIGP codes
- ESBD matches procurements with vendors by NIGP codes
- Sends email notifications to the CMBL vendors of a procurement opportunity
GOOD FAITH EFFORT IN PROCUREMENT

- HUB GOOD FAITH EFFORT in Procurements
- HUB Certification
- HUB Directory Profile include NIGP Codes
HUB RESOURCE LINKS

- HUB Calendar of Events
- HUB Coordinator List
- HUB Expenditure Reports
- Additional Link: LBB Contract Search
HUB RESOURCES

HUB Coordinators Contact List

Pursuant to Texas Government Code, §2161.062(e), state agencies with biennial budgets that exceed $10 million shall designate a staff member to serve as the Historically Underutilized Business (HUB) Coordinator for the agency. The HUB Coordinator will advise and assist agency executive directors and staff in complying with HUB requirements, facilitating the agency’s good faith effort to increase HUB participation, preparing and submitting HUB reports, monitoring contracts for HUB compliance, and coordinating marketing and outreach HUB efforts.

It is the responsibility of each agency to provide the Statewide Procurement Division (SPD) with the name, phone number, fax number and e-mail address of their designated HUB Coordinator.

Agency administrative access to change coordinator information (restricted)

For help, please contact the Statewide HUB Program or call 888-863-5881.

Small, Minority and Women Business Trade Organizations and Development Centers
LBB Contracts Database

As Reported by State Agencies and Institutions of Higher Education

LBB Home | Search | Help | Login

Search

Search Tool

Search for contracts by agency, vendor, value and/or contract ID

(please use Firefox, Chrome, or IE 9 or newer with compatibility mode turned on)

Fiscal Year: Select from List ▼  Search

Agency: Agency Search

All Agencies with Contracts ▼

Only agencies with contracts on file are available to select.

Vendor

Search vendor by Vendor ID: Search by ID...

Or by Vendor Name (at least 3 characters):

Search by Name...

Only vendors with contracts on file are available to select.
PROCUREMENT REVIEW

Regular Procurements

• Electronic State Business Daily (ESBD)
• Centralized Master Bidders List (CMBL)
• HUB Good Faith Effort
TEXAS.GOV
WWW.TEXAS.GOV/#COVID19
OTHER SMALL BUSINESS RESOURCES

• TWC – Texas Workforce Commission
  https://www.twc.texas.gov/

• APTAC – Association of Procurement Technical Assistance Centers
  https://www.aptac-us.org/find-a-ptac/?state=TX
OTHER SMALL BUSINESS RESOURCES

• SBA – Small Business Administration

https://www.sba.gov/funding-programs/loans/coronavirus-relief-options

  o PPP – Paycheck Protection Program
  o EIDL – ($10k Loan Assistance)
  o SBA Express Bridge Loans
  o SBA Debt Relief

• LiftFund – www.liftfund.com
QUESTIONS

Maya Ingram
Statewide HUB Program Manager
Texas Comptroller of Public Accounts

Lynn Hodde, Director
HUB, Outreach and Training
Texas Department of Information Resources
Maya Ingram
Statewide HUB Program Manager
Maya.ingram@cpa.texas.gov
512-305-9849

- HUB Mailbox: StatewideHubProgram@cpa.texas.gov
- HUB Toll free at 888-863-05881
NEXT HUB TALK SERIES

Wednesday, April 29, 2020

Register today:
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THANK YOU