



Transforming How Texas
Government Serves Texans



Statewide Historically Underutilized Business Program

HUB Talk Series 1: with CPA and DIR

WEDNESDAY, APRIL 15, 2020

10:00 A.M.

Questions and Answers

Q1. For clarification, when contract officers are searching the CMBL, are they choosing CMBL vendors only, or both CMBL and HUB vendors.

Response: They are only required to search the CMBL

Q2. Is there a good way to know what is a legitimate vendor looking for a HUB partner? I get nefarious emails daily. Thank you.

Response: Prime vendors often use the CMBL to search for HUB vendors. They will request information on their own behalf for projects.

Q3. Can someone address the EIDL - it has been over 3 weeks since application and no support, status, etc. Is it really working?

Response: www.sba.gov

Q4. How do we know whether the email is a notification email from ESBD vs an agency specifically reaching out to you as a HUB vendor?

Response: The ESBD does not send out email notifications. You will receive emails from the procurement agency.

Q5. Where can I find opportunities for elevator or maintenance consulting?

Response: www.tfc.texas.gov

Q6. What is the process for a HUB company to be listed as a hub representative for a manufacturer that has a TEXMAS contract.

Response: <https://comptroller.texas.gov/purchasing/contracts/txmas/>

Q7. I have the HUB Certification. I've been receiving e-mails to send RFQ, does that mean I'm part of the CMBL list or ESBD list?

Response: You will need to check your vendor profile. If you paid the \$70 you are on the CMBL.

Q8. When using a DIR Contract over \$15,000.00 are you required to obtain three quotes if you are a University?

Response: Thresholds for state agencies for quotes are *(up to \$50,000 an agency can go direct to a contract holder) *(\$50,000-\$1 million, must get 3 quotes) *(\$1 million-\$5 million, must get 6 quotes), You need to contact the university to find out what their requirements are.

Q9. Can you please spell out Matt's name at TWC? Can you please share his email address?

Response: Matt Sniadecki. Email: matt.sniadecki@twc.state.tx.us

Q10. Phishing emails--is the state looking into adopting a consistent, secure email for all agencies/departments to use? We get lots of emails that look very suspicious.

Response: We can't control where emails come from. We ask that any of our vendors receiving suspicious emails, pick up the phone and call that agency, or the HUB Coordinator to verify email before responding.

Q11. Given the COVID-19 situation, are there any discussions around going away from a Good Faith Effort to a required percentage for Texas contracts?

Response: Not at this time.

Q12. When will the structured cabling DIR contract be available for bid?

Response: <https://dir.texas.gov/View-Information-For-Vendors/Current-Contracting-Initiatives/Landing.aspx>

Q13. The form is focused on products. We'll try to fill it out for IT related and communications related services.

Response: Related to the Procurement Form in the Texas.gov Covid-19. Reference in the Other category.

Q14. As a HUB certified General Contractor, is there a simple way to locate and communicate with potential protege' candidates?

Response: WE suggest networking through events. Or contact an agency or university HUB Coordinator to ask for guidance or assistance with this.

Q15. Does the LBB have awarded SOW's listed on their site in Contract Section?

Response: Providing a link on how to search the contracts on the LBB
http://lbb.texas.gov/Documents/Instructions/Contracts/Search_Contract_Database2015.pdf

Q16. How does DIR determine which vendors they use? Do they rotate the listed HUB vendors for the services they are looking for?

Response: DIR follows procurement laws for all purchases, and we use our own contracts like our customers do.

Q17. How does DIR themselves uses the awarded vendors?

Response: DIR follow procurement laws for all purchases, and we use our own contracts like our customers do. We follow the dollar thresholds when asking for quotes.

Q18. I can import Products for the COVID 19 from Mexico but those products they do not have FDA number they have the Mexican approval. Can I bring it and sale to the state?? In the HUB Program. Response: Please enter anyway on the Procurement Form.

<https://horne2.outsystemsenterprise.com/TexasCOVID19/ProcurementForm.aspx>

Q19. is there a list of HUB Coordinators for universities?

Response: <https://mycpa.cpa.state.tx.us/agencyaddress/downloadContactsExcel/HUBContact>

Q20. About how long does it take to process applications and receive approval after all documents have been submitted?

Response: 6-8 weeks.

Q21. I am a psychologist in private practice, what types of opportunities will I find through these programs?

Response: Check with HHSC and the different programs they provide.

Q22. What's the difference between the ESBD and the LLB. I assume one is postings and one is contracts awarded?

Response: Yes that is correct. ESBD is for posting of awards over \$25,000. The LBB houses contracts with a value over \$100,000.

Q23. My construction company is just recently HUB certified but have not acquired any jobs as of yet. Is there any special covid assistance for newly certified vendors?

Response: Not that we are aware of. We encourage you to reach out to HUB Coordinators at agencies or universities that have construction projects.

Q24. what is the link to complete for COVID19 opportunities?

Response: <https://texas.gov/#covid19>

Q25. How do we reach either Maya or Lynn? The question about services was relating to Insurance Brokerage Services, exempt from procurement process?

Response:

- CPA HUB Program Contact information:
Maya Ingram, HUB Statewide Program Manager

Maya.Ingram@cpa.texas.gov

Ph: (512) 305-9849

Toll-Free: (888) 863-5881

- DIR HUB Outreach and Training Contact Information:

Lynn Hodde, Director

Lynn.Hodde@dir.texas.gov

Ph: 512-463-9813

Q26. If you applied with your bank for PPP, can you also apply with LiftFund?

Response: As we understand you only need to or can apply once.

Q27. Good Morning, did you say there is an automated notification to CMBL vendors for a related procurement when a new opportunity is posted?

Response: CMBL Vendors will receive notifications for procurements over \$25,000 for the class and item codes they have registered for, from procurement agency.

Q28. I understand agency purchasers are required to notify CMBL vendors--but did you say the CMBL or other system sends an automatic notification through the registration system? In other words, would a vendor potentially receive a notice from the CMBL system AND the agency publishing the procurement?

Response: The CMBL and ESBD do NOT send out notifications.

Q29. TWC also has a specific email address for COVID-19 related issues for small businesses. That address is: SmallBizC19@twc.state.tx.us

Q30. I'm a recent military retiree and was in the process of getting SDVOSB off the ground. None of STIMULUS programs apply to my small business? What do I do?

Response: I would contact the Texas Veterans Commission, they may be able to provide some resources or guidance.

Q31. Don't you have to be active on the CMBL in order to receive the notifications? Response: Yes

Q32. Hello, I work a PTAC office, I have had several large companies ask me about the HUB Mentor Protege Program. Can you please share how this works?

Response: Each agency and university is required to have a Mentor/Protégé program. We ask that vendors contact the agency or university they are interested in working with to find out additional information.

Q33. For your 4.29 HUB Talk series, will it be the same information shared today or will it be different.

Response: Each HUB Talk series will provide different information.

Q34. Is there a Registration Cost associated with registering in the CMBL Database?

Response: \$70 annual fee for CMBL.

Q35. Is the \$25K threshold to be listed on ESD on a projected annual basis or estimated contract value before any renewals? For example, a 3 year contract.

Response: Anything with an expected value of \$25,000 or more.

Q36. Is recertification process initiated by the state or do vendors have to stay aware of HUB expiration coming up?

Response: The Statewide HUB Program office will send out renewal information to your email address listed on your vendor profile 120 days prior to your expiration date. If you haven't received that information you can always contact the office and they will send you renewal information.

Q37. Is it good practice to frequently search ESD for opportunities using our NIGP codes or by simply having an update CMBL profile sufficient to receive all opportunities in our territory within our NIGP codes?

Response: I would suggest you do both. You don't want to miss an opportunity because you missed a class or item code.

Q38. By chance, do you know if covid19 disinfecting services have a specific NIGP code?

Response: We are unsure.

Q39. Follow up for IT listing question. I did not hear the complete conversation regarding Search "numeric" vs "alpha" for IT related opportunities. I believe you have a complete list of IT related opportunities. Was that Maya or Lynn.

Response: Lynn Hodde can provide you the list of IT related class and item codes. Note these do change from time to time so it is a good idea to always refer to the NIGP Commodity code book listed on the CPA website.

Q40. Why would a company that's Texas HUB certified want to also pay to belong to the CMBL?

Response: To ensure you are receiving bid opportunities for anything over \$25,000.

Q41. We have reached out regarding the HUB Mentor PP with limited success. We have reached out specifically to certain ags' with very limited success even one saying HUB vendor must find the Mentor first which of course is nearly impossible to do since we no not who they are. What are your suggestions?

Response: Please contact Maya Ingram directly.

Q42. We have reached out regarding the HUB Mentor PP with limited success. We have reached out specifically to certain ags' with very limited success even one saying HUB vendor must find the Mentor first which of course is nearly impossible to do since we no not who they are. What are your suggestions?

Response: Contact Maya Ingram at maya.ingram@cpa.texas.gov

Q43. What is the website to complete the profile for COVID-19 products?

Response: <https://horne2.outsystemsenterprise.com/TexasCOVID19/ProcurementForm.aspx>

Q44. Who and how is HUB participation monitored on contract awards and contract payments verified? Does the HUB program monitor and report these activities for compliance?

Response: HUB Coordinators monitor compliance of the HSP using the Progress Assessment Reports (PARs) that are submitted to the agency/university for contract compliance.

Q45. To be clear...the CMBL is inclusive of the HUB directory or are they two separate directories?

Response: There is a CMBL and there is a HUB Directory. Found at the same place, but are separate

Q46. Can I get the title and phone number for the entity responsible for the "Texas needs,, supplies, services, & equipment" form. I am business owner in the final stages of HUB registration through the HMSDC who has COVID Supplies for sale.

Response: <https://horne2.outsystemsenterprise.com/TexasCOVID19/ProcurementForm.aspx> Also, you do not need to be a HUB certified to enter this form.

Q47. Can DIR help the certified vendors on pending onboarding P.O's are taken care on time.

There is a delay due to covid-19. Any updates.

Response: DIR is not involved in the process when a customer issues a PO to one of our contract holders. You can contact Lynn Hodde with any additional questions you may have.