UT System HUB Office

Purchases by $ thresholds:

**Goods/Services <$15,000** *(informal bidding recommended but not required)*

- UT System departments solicit quotes/proposals for goods and services from vendors and issue Purchase Orders to vendors. A list of UT System departments (offices) is available on the UT System Administration website [https://www.utsystem.edu/](https://www.utsystem.edu/)

**Goods/Services $15,000 – 50,000** *(informal bidding required)*

- UT System departments solicit at least 3 quotes/proposals for goods and services from vendors and issue Purchase Orders to vendors. A list of UT System departments (offices) is available on the UT System Administration website [https://www.utsystem.edu/](https://www.utsystem.edu/)

**Goods/Services Exceeding $50,000** *(formal bidding process)*

- UT System Administration publishes solicitations for goods and services on UT System Administration Bonfire page and the Electronic State Business Daily (ESBD) when the expected value exceeds $50,000.
  - All *non-construction* solicitations (RFP, RFQ, ITB) are published, awarded and managed by the UT System Administration Contracts and Procurement Office.
  - *Construction* projects (new and renovation) greater than 10MM are published, awarded and managed centrally by UT System Office of Capital Projects (OCP).
    - Construction and Technical Service Provider opportunities can be found at: [https://www.utsystem.edu/offices/capital-projects/business-opportunities](https://www.utsystem.edu/offices/capital-projects/business-opportunities)
  - *Cooperative/collaborative* purchasing solicitations are published, awarded and managed centrally by the UT System Supply Chain Alliance [https://www.utsystem.edu/offices/capital-projects/business-opportunities](https://www.utsystem.edu/offices/capital-projects/business-opportunities)

To find out more, contact the HUB coordinators for the following divisions:

**UT System Administration:**

Kyle Hayes  
HUB Coordinator  
512-322-3745  
khayes@utsystem.edu

**UT System Supply Chain Alliance:**

Cynthia Booker  
HUB Coordinator  
512-322-3779  
cbooker@utsystem.edu

Visit the UT System HUB Office website:

[https://www.utsystem.edu/offices/historically-underutilized-business](https://www.utsystem.edu/offices/historically-underutilized-business)
# The UT System Supply Chain Alliance

## CONTACT LIST

<table>
<thead>
<tr>
<th>Name</th>
<th>Title</th>
<th>Area</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Michael “Steve” Moreno</td>
<td>Executive Director</td>
<td>The Alliance</td>
<td>(832) 750-1188</td>
<td><a href="mailto:msmoreno@mdanderson.org">msmoreno@mdanderson.org</a></td>
</tr>
<tr>
<td>Christine Bradford</td>
<td>Associate Director</td>
<td>The Alliance</td>
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<td><a href="mailto:cmbradford1@mdanderson.org">cmbradford1@mdanderson.org</a></td>
</tr>
<tr>
<td>Carletha Hughes</td>
<td>Manager, Contracts</td>
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<td>(832) 750-5816</td>
<td><a href="mailto:cdhughes@mdanderson.org">cdhughes@mdanderson.org</a></td>
</tr>
<tr>
<td>Renee Carpenter</td>
<td>Manager, Contracts</td>
<td>Facilities/Logistics</td>
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<td><a href="mailto:rscarpenter@mdanderson.org">rscarpenter@mdanderson.org</a></td>
</tr>
<tr>
<td>Kimberly Savage</td>
<td>Manager, Contracts</td>
<td>Medical/Clinical &amp;</td>
<td>(713) 792-2201</td>
<td><a href="mailto:kdsavage@mdanderson.org">kdsavage@mdanderson.org</a></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Vizient GPO Mgmt.</td>
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<tr>
<td>LaChandra Wilson</td>
<td>Manager, Contracts</td>
<td>Administrative/Travel</td>
<td>(713) 745-1731</td>
<td><a href="mailto:lwison8@mdanderson.org">lwison8@mdanderson.org</a></td>
</tr>
<tr>
<td>Soraya Rashidian</td>
<td>Manager, Contracts</td>
<td>Information Technology</td>
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<td><a href="mailto:errasihdian@mdanderson.org">errasihdian@mdanderson.org</a></td>
</tr>
<tr>
<td>Lucretia Allen</td>
<td>Sr. Procurement Coordinator</td>
<td>Admin. Support</td>
<td>(832) 750-5823</td>
<td><a href="mailto:lwallen@mdanderson.org">lwallen@mdanderson.org</a></td>
</tr>
</tbody>
</table>

## HUB PROGRAMS

<table>
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<tr>
<th>Name</th>
<th>Title</th>
<th>Area</th>
<th>Phone</th>
<th>Email</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cynthia Booker</td>
<td>HUB Coordinator - Supply Chain Alliance</td>
<td></td>
<td>(512) 322-3779</td>
<td><a href="mailto:cbooker@utsystem.edu">cbooker@utsystem.edu</a></td>
</tr>
</tbody>
</table>

WHERE THE ALLIANCE EVENTS ARE PUBLISHED

- MD ANDERSON JAGGAER E SOURCING
- ELECTRONIC STATE BUSINESS DAILY
The UTHealth Houston Historically Underutilized Business (HUB) initiative is to encourage and assist participation by such businesses in the contracting and purchasing process.

It is UTHealth Houston policy to be committed to maximizing, when available the number and value of purchases with HUBs.

For more information on our bid opportunities, and how to register as a vendor please visit the links below:

- [https://www.uth.edu/buy/](https://www.uth.edu/buy/)
- [https://supplier.coupahost.com/sessions/new](https://supplier.coupahost.com/sessions/new)

Please contact Maira Artola, HUB Manager, for any questions pertaining to the HUB Program at UTHealth Houston at maira.y.artomaldonado@uth.tmc.edu
The University of Texas MD Anderson Cancer Center’s Historically Underutilized Business (HUB) and Federal Small Business Program Mission is to:

- Provide opportunities to compete on a level playing field with all other suppliers for current and planned MDACC contracts
- Increase our annual expenditures with women, minority, small, small disadvantaged, veteran, and service-disabled veteran owned businesses
- Comply with all federal, state and local regulatory procurement guidelines

Register as a supplier at: [www.mdanderson.org/suppliers](http://www.mdanderson.org/suppliers)
For list of bid opportunities: [www.mdanderson.org/bids](http://www.mdanderson.org/bids)
Visit our website at: [www.mdanderson.org/HUB](http://www.mdanderson.org/HUB)

**Certifications we accept:**
State of Texas HUB and SBA Federal Small Business Certifications
State certification application: [www.comptroller.texas.gov/purchasing/vendor/hub/](http://www.comptroller.texas.gov/purchasing/vendor/hub/)
To obtain Federal certification, go to: [www.sba.gov/contracting](http://www.sba.gov/contracting)

**For further information:**

Gabriela Zambrano, MBA
Associate Director
[MGZambrano@MDAnderson.org](mailto:MGZambrano@MDAnderson.org)

Barbara Howard, MBA
Sr. HUB Coordinator:
[Bhoward@MDAnderson.org](mailto:Bhoward@MDAnderson.org)
Contact

Contact Karen Gross UTMB’s HUB Coordinator for information on UTMB’s HUB Program and on “How to do Business” with UTMB.

✉️ E-mail: klgross@utmb.edu
📞 Phone: 409-266-1094

To locate UTMB’s upcoming Bid Opportunities visit our website at:

https://www.utmb.edu/supplychain/purchasing/bidops.asp
PROCUREMENT SERVICES - UTT

Bid Opportunities

All formal solicitation documents are posted on UT Tyler’s Bonfire Interactive Procurement Portal. Website: https://uttyler.bonfirehub.com

Solicitation announcements will also be posted on Texas Comptroller’s Electronic State Business Daily (ESBD). Website: http://www.txsmartbuy.com/esbd

Contacts

Paul Fitts
Manager, Procurement & Property Services/HUB Coordinator
pfitts@uttyler.edu
903.566.6183

Sheila Darcey
Senior Procurement Specialist
sdarcey@uttyler.edu
903.566.7153

Daniel Pippin
Procurement Reporting Analyst
dpippin@uttyler.edu
903.565.5802

Jaime Romero
Procurement Specialist II
jromero@uttyler.edu
903.566.6323

More Information

Procurement Website: https://www.uttyler.edu/procurement-services/
Procurement Email: purchasing@uttyler.edu

HUB Website: https://www.uttyler.edu/procurement-services/hub-program/
HUB Email: hub@uttyler.edu
Bid Opportunities

Solicitation announcements will be posted on Texas Comptroller’s Electronic State Business Daily (ESBD). Website: http://www.txsmartbuy.com/esbd

Contacts

Crystal Smith  
Director of Supply Chain  
crystal.smith@uttyler.edu  
903.877-7718

Stephanie Moore  
Buyer II / HUB Assistant  
stephanie.moore@uttyler.edu  
903.877-7475

Erin Mueck  
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erin.mueck@uttyler.edu  
903.877-7195

Shelly Hollis  
Administrative Specialist – Information Technology, UTTHSC  
shelly.hollis@uttyler.edu  
903.877-7702

Lesa Carsten  
Administrative Specialist – Plant Operations, UTTHSC  
lesa.carsten@uttyler.edu  
903.877.7509

More Information

Procurement Website: Procurement Services – The University of Texas at Tyler Health Science Center (uthct.edu)
Purchasing & Supplier Diversity/HUB Program

Charles Cobb, AVP Supply Chain Management
Charles.Cobb@UTSouthwestern.edu

Darcel Webb, Director Supplier Diversity/HUB
Denise.Webb@UTSouthwestern.edu

Natasha Perry, HUB Specialist
Natasha.Perry@UTSouthwestern.edu

Marcia Brown, HUB Specialist
Marcia.Brown@UTSouthwestern.edu

Construction & Facilities Management

Juan M. Guerra, Jr., VP Facilities Management
Juan.Guerra@UTSouthwestern.edu

Gena English, Director of Facilities Planning Design construction
Gena.English@UTSouthwestern.edu

Clay Beame, Director of Capital Improvement Program
Clayton.Beame@UTSouthwestern.edu

UTSW Register as a Vendor & View Bidding Opportunities

Supplier Bid Portal: https://utscsa.edu/business/hub

Purchasing Website: https://www.utsouthwestern.edu/about-us/administrative-offices/purchasing

HUB Website: https://www.utsouthwestern.edu/about-us/administrative-offices/purchasing/hub/
HOW TO ACCESS UTA BIDS AND RFP’S

UTA utilizes the Texas Purchasing Group on the BidNet platform for all formal bid and proposal submissions. To obtain bid or proposal documents, along with all submittal requirements and instructions, please visit:

https://www.bidnetdirect.com/texas.uta

If you are already registered with BidNet, you will simply login to gain access to the Texas Purchasing Group page. Then, select The University of Texas at Arlington link for access to open solicitations and related documents.

If it is your first time using BidNet, select the Vendor Registration link to register. Once registered, select the Texas Purchasing Group Page. Then, select The University of Texas at Arlington link for access to open solicitations and related documents.

There is no charge for system registration or access to the solicitation documents.

In the event of problems logging in, contact BidNet support at: 800-835-4603 (option 2) or eprocurementsupport@bidnet.com

All bids and proposals are also posted on the Texas Electronic State Business Daily (ESBD) at:

www.txsmartbuy.com/esbd

Search: Univ of Texas at Arlington OR Agency 714

*The Procurement point-of-contact for each solicitation will be listed in the Bid or RFP documents.*
Virtual Vendor Forum – UT Dallas Info Sheet

The University of Texas at Dallas, with the support of the U. T. System Administration, has strongly supported the HUB program in the past, and our support remains unwavering. Supplier Diversity Programs works closely with the Purchasing staff and campus stakeholders to promote use of small and / or minority owned businesses, including State of Texas Historically Underutilized Businesses (HUB) vendors.

**Contact Information:**

<table>
<thead>
<tr>
<th>Supplier Diversity Programs</th>
<th>Purchasing</th>
</tr>
</thead>
<tbody>
<tr>
<td>Email: <a href="mailto:hub@utdallas.edu">hub@utdallas.edu</a></td>
<td>Email: <a href="mailto:purchasing@utdallas.edu">purchasing@utdallas.edu</a></td>
</tr>
<tr>
<td>Phone: (972) 883-2397</td>
<td>Phone: (972) 883-2300</td>
</tr>
<tr>
<td>Location: SP2 12.502</td>
<td>Location: SP2 12.502</td>
</tr>
</tbody>
</table>

Please visit our website for resources on doing business with UT Dallas:

https://utdallas.edu/finance/

Open bid opportunities are posted in Bonfire:

https://utdallas.bonfirehub.com/portal/?tab=openOpportunities

Thank you!
CONTACT US

Alex Valdez
Chief Procurement Officer/HUB Coordinator
Phone: 956-665-7105
Email: alex.valdez@utrgv.edu

Maggie Rangel
Director of Procurement & Contracts
Phone: 956-665-2166
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Jesus Zerpa
Sr Procurement Specialist
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Email: jesus.zerpa01@utrgv.edu

Ayla Ortiz
Procurement Specialist
Phone: 956-665-2692
Email: ayla.ortiz@utrgv.edu

ABOUT US

The Procurement Office strives to provide efficient and responsive procurement and related services to University departments with exceptional customer service and with the highest standards of ethics.

BID OPPORTUNITIES

What is the Difference Between a Bidder and a Vendor?

A Bidder is an individual or company who has submitted their pricing or proposal for consideration in a contract, however, they have not been awarded a UTRGV contract.

A Vendor has been selected as the awarded bidder for a contract.

Where Do I Find Bids?

UTRGV posts all bids on an electronic bid portal hosted by Bonfire. Bids can be viewed at https://utrgv.bonfirehub.com/

How Do I Register as a Bidder?

Interest bidders can register at https://utrgv.bonfirehub.com/

How Do I Register as a Vendor?

Awarded vendors will be send a registration email through PaymentWorks by the awarding Department. Questions regarding vendor set ups may be sent to vendorrequest@utrgv.edu
UTPB PURCHASES BY $$ THRESHOLDS

Goods/Services less than $15,000 – Informal bidding recommended but not required

- UTPB departments solicit quotes/proposals for goods and services from vendors

Goods/Services $15,000 - $50,000 - Informal bidding required

- UTPB departments solicit three (3) quotes for goods and services – quotes can be open market

Goods/Services greater than $50,000 – Formal bidding process required

- UTPB Office of Purchasing obtains quotes on behalf of departments utilizing the UT System approved Group Purchasing Organizations aka Cooperatives
  - EandI
  - Allied States Cooperative (ESC Region 19)
  - Buyboard
  - NCPA
  - NJPA
  - UT Alliance
  - Vizient

**All UTPB solicitations are posted at: https://www.utpb.edu/university-offices/purchasing/index**

Senior Buyer
Pamela Jenkins
Jenkins_p@utpb.edu

HUB Coordinator
Elsa Montalvo
Montalvo_e@utpb.edu
UTEP’s Purchasing and General Services Information:

- https://www.utep.edu/purchasing-and-general-services/index.html

Contact Information:

- Benjamin Alvarez
  Director of Purchasing and HUB Coordinator
  baalvarez@utep.edu

- Erika Rosales
  Director of Purchasing
  edrosales@utep.edu

UTEP’s Online Sourcing System:

- https://adminapps.utep.edu/sourcing/
  - Supplier registration
  - Current sourcing events
H U B Program

Eric Walls, Senior Director of Supply Chain Management & HUB Coordinator
Rebecca Mendez, HUB Program Manager 210.562.6300
Mary Minier, HUB Program Specialist 210.562.6326

Email: HubAdmin@uthscsa.edu
Web: hub.uthealthsa.org
Twitter: twitter.com/uthealthsahub

Purchasing Department

Clinical/Lab
Daniel Gonzalez, Procurement Manager
gonzalezd3@uthscsa.edu or 210.562.6205

Technology & Services
Tracy Haven-Wallace, Procurement Manager
havenwallace@uthscsa.edu or 210.562.6319

Facilities Management
Andrea Parks-Stahl, Procurement Manager
parksa3@uthscsa.edu or 210.567.2901

Strategic Sourcing Team
StrategicSourcing@uthscsa.edu
uthscsa.bonfirehub.com
Mission
Procure goods and services in accordance with all federal, state and system regulations, and obtain the best procurement value upholding and supporting the educational and research missions of the university. It is the department's goal to serve our customers with professionalism, courtesy, efficiency, accuracy and timeliness.

What We Do
• Procure goods and services with a spend of approximately $121,124,623 million annually
• Administer procurement processes, including competitive solicitations, group purchases and exclusive acquisitions
• Manage the Rowdy Exchange eProcurement system, which provides UTSA with electronic procurement tools used for the coordination of purchasing goods and/or services in an effective and efficient manner
• Assist Historically Underutilized Businesses to compete for contracts and purchases and to improve community awareness

Current Opportunities
All solicitations, including previously awarded solicitations can be viewed by clicking the appropriate tab under the Business Opportunities section below and selecting a specific event title.

Procurement Authorization Levels

- **$0.01 to $14,999.99**
  Authorized limit for department requesters. Bids not required, but recommended.

- **$15,000 to $50,000**
  Requisitions submitted to Purchasing. Purchasing solicits three informal quotes — at least two from HUB vendors.

- **$50,000+**
  Requisitions submitted to Purchasing, which issues formal competitive solicitations — at least two from HUB vendors.

[bit.ly/CompetitiveThresholdRequirements]

Contact Us
Main: 210-458-4060
Fax: 210-458-4061
purchasing@utsa.edu
hub@utsa.edu
utsa.edu/purchasing
Location: West Campus, CRW 1.01.12

UTSA has been consistently recognized in the last five years as one of the state’s top 25 agencies spending more than $5 million in HUB purchases. During this time, UTSA has spent more than $432 million on overall purchases, with $133 million through HUB vendors. This five-year period averages to a 31 percent spend.
HUB/SB:
Full and Equal Access

Designed to facilitate full and equal access participation of minority and women-owned businesses, the Historically Underutilized Business/Small Business (HUB/SB) Program at The University of Texas at Austin is committed to developing fair and openly competitive procurement opportunities.

Contact Us Directly at
hub@austin.utexas.edu

For more information, visit our website:
https://hubsb.utexas.edu/vendor-portal
Bid Opportunities Links by Institution:

UT System Administration:
https://apps.utsystem.edu/spo/DisplaySPO.aspx

UT Austin:
https://utexas.bonfirehub.com/portal/?tab=openOpportunities

UT Southwestern Medical Center:

UT Dallas:
https://utdallas.bonfirehub.com/portal/?tab=openOpportunities

UT Arlington:
https://www.bidnetdirect.com/texas/uta

UT Tyler:
https://uttyler.bonfirehub.com/portal/?tab=openOpportunities

UT Tyler Health Science Center:
http://www.txsmartbuy.com/esbd

UT Health – San Antonio:
https://uthscsa.bonfirehub.com/portal/?tab=openOpportunities

UT San Antonio:
https://www.utsa.edu/purchasing/supplier-services/current-bid-opportunities.html

UT Permian Basin:
https://www.utpb.edu/university-offices/purchasing/bid-opportunities/index

UT El Paso:
https://adminapps.utep.edu/sourcing/

UT Medical Branch:
https://www.utmb.edu/supplychain/purchasing/bidops.asp

UT Health - Houston:
https://www.uth.edu/buy/bid-list.htm

UT MD Anderson:
https://www4.mdanderson.org/procurement/bids/

UT Rio Grande Valley:
https://utrgv.bonfirehub.com/portal/?tab=openOpportunities

UT System Administration Supply Chain Alliance: