

University of Texas Systemwide Goods and Services HUB Outreach Webinar 2023

Campus Resource Guide



THE UNIVERSITY of TEXAS SYSTEM
FOURTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.



THE UNIVERSITY OF
TEXAS
AT AUSTIN



The University of Texas at San Antonio™

THE UNIVERSITY OF TEXAS
**MD Anderson
Cancer Center**

Making Cancer History®



THE UNIVERSITY
OF TEXAS AT DALLAS



UT Health
San Antonio



UTHealth

The University of Texas
Health Science Center at Tyler



SUPPLY CHAIN ALLIANCE
THE UNIVERSITY of TEXAS SYSTEM
Creating Value Through Collaboration

UTSouthwestern
Medical Center



UNIVERSITY OF
TEXAS
ARLINGTON

utmb Health

UNIVERSITY LANDS



UTTyler
THE UNIVERSITY OF TEXAS AT TYLER

The University of Texas
Rio Grande Valley



UT Permian
Basin

UTHealth | The University of Texas
Health Science Center at Houston



THE UNIVERSITY of TEXAS SYSTEM
FOURTEEN INSTITUTIONS. UNLIMITED POSSIBILITIES.

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/>

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/>

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>
 - **Cooperative/collaborative** purchasing solicitations are published, awarded and managed centrally by the UT System [Supply Chain Alliance](#).

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

| Name | Title | Area | Phone | Email |
|------------------------|-----------------------------|--------------------------------------|----------------|--|
| Michael "Steve" Moreno | Executive Director | The Alliance | (832) 750-1188 | mamoreno@mdanderson.org |
| Christine Bradford | Associate Director | The Alliance | (713) 745-8348 | cmbradford1@mdanderson.org |
| Carletha Hughes | Manager, Contracts | Research | (832) 750-5816 | cdhughes@mdanderson.org |
| Renee Carpenter | Manager, Contracts | Facilities/Logistics | (713) 794-3689 | rscarpenter@mdanderson.org |
| Kimberly Savage | Manager, Contracts | Medical/Clinical & Vizient GPO Mgmt. | (713) 792-2201 | kdsavage@mdanderson.org |
| LaChandra Wilson | Manager, Contracts | Administrative/Travel | (713) 745-1731 | lwilson8@mdanderson.org |
| Soraya Rashidian | Manager, Contracts | Information Technology | (713) 745-1545 | srrasihdian@mdanderson.org |
| Lucretia Allen | Sr. Procurement Coordinator | Admin. Support | (832) 750-5823 | lwallen@mdanderson.org |

HUB PROGRAMS

| Name | Title | Area | Phone | Email |
|----------------|---|------|----------------|--|
| Cynthia Booker | HUB Coordinator - Supply Chain Alliance | | (512) 322-3779 | cbooker@utsystem.edu |

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://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

For list of bid opportunities: www.mdanderson.org/bids

Visit our website at: 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/

To obtain Federal certification, go to: www.sba.gov/contracting

For further information:



Gabriela Zambrano, MBA
Associate Director
MGZambrano@MDAnderson.org



Barbara Howard, MBA
Sr. HUB Coordinator:
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>



UT Tyler[™]

THE UNIVERSITY OF TEXAS AT TYLER

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
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903.566.7153

Daniel Pippin
Procurement Reporting Analyst
dpippin@uttyler.edu
903.565.5802

Jaime Romero
Procurement Specialist II
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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



UT Health

The University of Texas
Health Science Center at Tyler

PROCUREMENT SERVICES - UTHSC

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
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903.877-7475

Erin Mueck
Buyer II
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903.877-7195

Shelly Hollis
Administrative Specialist – Information Technology, UTHSC
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903.877-7702

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

More Information

Procurement Website: [Procurement Services – The University of Texas at Tyler Health Science Center \(uthct.edu\)](http://Procurement%20Services%20-%20The%20University%20of%20Texas%20at%20Tyler%20Health%20Science%20Center%20(uthct.edu))

UT Southwestern Medical Center

The future of medicine, today.

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 eprocurmentsupport@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:

| Supplier Diversity Programs | Purchasing |
|---|---|
| Email: hub@utdallas.edu | Email: purchasing@utdallas.edu |
| Phone: (972) 883-2397 | Phone: (972) 883-2300 |
| Location: SP2 12.502 | Location: SP2 12.502 |

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!

The University of Texas Rio Grande Valley™

CONTACT US

Alex Valdez
Chief Procurement Officer/HUB Coordinator

📞 956-665-7105

✉️ alex.valdez@utrgv.edu

Maggie Rangel
Director of Procurement & Contracts

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✉️ maggie.rangel@utrgv.edu

Marilu Reyes
Assistant Director of Procurement & Travel Administration

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Donna Rodriguez
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Jesus Zerpa
Sr Procurement Specialist

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✉️ jesus.zerpa01@utrgv.edu

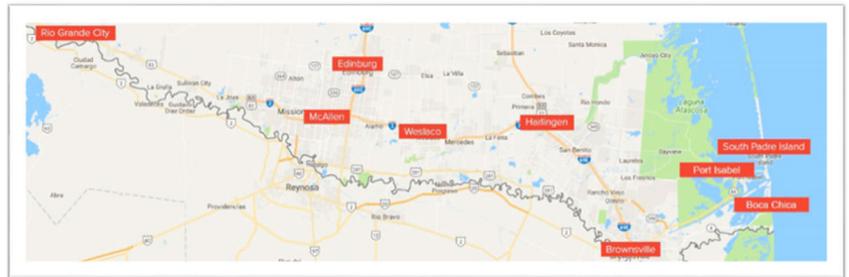
Ayla Ortiz
Procurement Specialist

📞 956-665-2692

✉️ 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



UT PERMIAN BASIN™

DEPARTMENT OF PURCHASING

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
 - Eandl
 - 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





*Purchasing &
General Services*

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

500 W University Ave.
El Paso, Texas 79968

(915) 747-5601
FAX: (915) 747-5932



UT Health
San Antonio

UT Systemwide Goods & Services Outreach April 18, 2023

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





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

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, courteousness, efficiency, accuracy and timeliness.



Statewide Historically Underutilized Business Program

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.

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

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>



SCAN ME



The University of Texas at Austin
Financial and Administrative Services



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:

<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=UTSWMC>

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:

<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=MDAndersonPS>