



TEXAS GULF COAST SBDC NETWORK

UNIVERSITY OF HOUSTON

BAUER COLLEGE

**University of Houston  
Procurement Technical Assistance Center  
Disaster Recovery Assistance Information  
Updated 10/10/2017**

### **Disaster Recovery Assistance Government Procurement Opportunities**

We have developed this guide to provide you a single source of information on the actions you need to take to do business with Federal, State, and Local Government during a disaster.

This guide is also available for download on our website at [www.ptac.uh.edu](http://www.ptac.uh.edu).

### **Federal Government**

#### **Federal Emergency Management Agency (FEMA):**

FEMA is the lead agency responsible for Federal Government disaster response and recovery. Through their Industry Liaison Program (ILP), FEMA establishes relationships with suppliers and stakeholders to serve as an information provider for suppliers seeking to do business with FEMA. They also connect suppliers with the program offices in support of FEMA's mission.

Visit the FEMA Industry Liaison Program website at <http://www.fema.gov/about-industry-liaison-program> to learn how to do business with FEMA. Select the dropdown menu titled "How To Do Business With FEMA".

In summary, the steps required are:

1. Register with the System for Award Management (SAM) ([www.sam.gov](http://www.sam.gov)). Complete the Disaster Response Information section in SAM indicating you want to be included in the Disaster Response Registry. **The Disaster Response Registry is used by FEMA and The U.S. Army Corp of Engineers to establish their list of contractors who want to provide disaster-response assistance through Federal Government contracts. It is important you select this option in SAM.**

Visit <https://www.acquisition.gov/disaster-response-registry> to learn more about the Disaster Response Registry.

2. Complete the ILP Vendor Profile form (<https://www.fema.gov/media-library/assets/documents/29748>) and submit it to [fema-industry@fema.dhs.gov](mailto:fema-industry@fema.dhs.gov). Once you submit the ILP Vendor Form to FEMA you will receive an acknowledgement email.
3. Look for contracting opportunities at the following websites:
  - o Federal Business Opportunities ([www.fbo.gov](http://www.fbo.gov)) (Contract opportunities exceeding \$25,000).
  - o DHS Acquisition Planning Forecast System (APFS). Visit <https://apfs.dhs.gov/> to monitor the DHS APFS contract actions exceeding \$250,000.

Visit the FEMA ILP website <http://www.fema.gov/about-industry-liaison-program> for more information about FEMA programs and opportunities.

#### **FEMA Simplified Commodity Buys:**

FedBid is a fully-managed online marketplace some Federal Government agencies use to manage their procurement opportunities. FEMA uses FedBid to solicit quotes and offers for disaster-assistance opportunities. Visit to [www.fedbid.com](http://www.fedbid.com) and select the "Sellers" link to learn more.

We also recommend you visit FedConnect's website ([www.fedconnect.net](http://www.fedconnect.net)). FedConnect is a fully-managed online marketplace some Federal Government agencies use to manage their procurement opportunities including the Department of Homeland Security. Visit their website to learn more.

### **FEMA Corporate Emergency Lodging Assistance (ELA) for Disaster Survivors (Hotel Use Only):**

The ELA program provides lodging reimbursement for pre-qualified individuals from designated disaster areas. FEMA created the ELA program to provide temporary shelter as a result of a Federal disaster declaration. Hotels / lodging providers wishing to participate in the ELA Program can enroll via the Program website <https://ela.corplodging.com/login.php>. To learn more about the program visit (<https://ela.corplodging.com/>). Properties are not required to have an existing contract with Corporate Lodging Consultants (CLC) for business travel in order to participate.

### **FEMA Small and Disadvantaged Businesses:**

If you are a small business, you may also contact the FEMA Office of Small and Disadvantaged Business Utilization (OSDBU) Small Business Specialist (SBS) to obtain information. The SBS contact email is FEMA-SB@fema.dhs.gov and the phone number is 202-288-4657.

Before contacting the SBS, we recommend you complete your SAM registration and submit the ILP Vendor Profile form. The SBS may also request you send your company Capability Statement.

For more information on the FEMA Small Business Program visit <https://www.fema.gov/small-business-program>.

### **FEMA Donations or Volunteering:**

Visit the below websites for information on donating and volunteering during disasters:

<https://www.fema.gov/news-release/2017/08/29/how-help-disaster-survivors-texas>

<https://www.fema.gov/volunteer-donate-responsibly>

### **General Services Administration (GSA), FEMA Transportation Opportunities:**

FEMA procures many of its transportation needs through the General Services Administration (GSA) Center for Transportation Management (CTM) to include truckload, less truckload, air charter, barge, air freight, air ambulance, heavy hauler, ocean, freight, rail, power only, limousine chartered bus, vehicle rental, truck rental, travel trailers, and mobile homes. Visit <https://moveit.gsa.gov/> for more information.

### **General Services Administration, Construction, Facilities Management, Leasing, and Retail Service (Concessions and Outleasing) Opportunities:**

GSA manages constructions and service opportunities in real estate. Visit the below website to learn more:

<https://www.gsa.gov/real-estate/real-estate-services/businesses-seeking-opportunities-in-real-estate>

### **U.S. Army Corp of Engineers:**

If you are looking to for prime contract opportunities with the U.S. Army Corp of Engineers, you need to register in SAM ([www.sam.gov](http://www.sam.gov)) and add your company to the Disaster Response Registry in SAM. The U.S. Army Corps of Engineers establishes their disaster-response list based on the Disaster Response Registry. After you are registered in SAM monitor FedBizOpps ([www.fbo.gov](http://www.fbo.gov)) for opportunities.

If you are looking for a list of U.S. Army Corp of Engineers prime contractors for subcontracting opportunities, visit <http://www.swd.usace.army.mil/Business-With-Us/Small-Business/>. At this website, in the middle of the home page is a light-green shaded area with several links.

Select the link titled "USACE Advanced Contract Initiative (ACI Contracts)" and this will provide you information on the U.S. Army Corp of Engineers Emergency Support Functions to include a list of prime contractors holding contracts with the U.S. Army Corp of Engineers for disaster assistance.

Many of the contractor's listed have a link for subcontractor registration. Those companies that do not have a subcontractor registration link included, you can contact them directly to discuss subcontracting opportunities and any registration requirements they may have.

Visit the U.S. Army Corp of Engineers website below to learn more about doing business with the Corp in disaster situations:

<http://www.usace.army.mil/Missions/Emergency-Operations/Contracting-in-Disasters/>

#### **Small Business Administration (SBA):**

The SBA has created a Disaster Response Contracts web page to provide contractors information on procurement support in emergency / disaster situations. Visit <https://www.sba.gov/disaster-assistance/disaster-response-contracts>.

#### **Federal Procurement Data System – Next Generation Hurricane Harvey Report:**

Visit the Federal Procurement Data System – Next Generation ([www.fpds.gov](http://www.fpds.gov)) to download a Hurricane Harvey Report. The report shows you the current contract spend information on contracts awarded in support of Hurricane Harvey. This information is useful for two reasons:

1. It tells you what government agencies are procuring products and services in support of Hurricane Harvey; and
2. Provides you the vendor names who were awarded the contracts, which may be useful for you to pursue subcontracting opportunities.

The report can be found on the right side of the website under the heading "Top Requests".

## **State of TX**

#### **Texas Division of Emergency Management:**

The Texas Division of Emergency Management (TDEM) is the state agency responsible for coordinating damage surveys with local and federal agencies, preparing disaster declaration requests for the Governor's signature, and deploying staff to the affected area to coordinate the overall recovery process.

TDEM, along with other state agencies, issues notices of procurement opportunities through the Electronic State Business Daily (ESBD) (<http://esbd.cpa.state.tx.us/>) for opportunities exceeding \$25,000.

We recommend you contact TDEM directly to learn about opportunities that may come available for Hurricane Harvey recovery effort.

Texas Division of Emergency Management  
(512) 424-2138

<http://www.txdps.state.tx.us/dem/>

State agencies will use the Centralized Master Bidders List (CMBL) (<https://mycpa.cpa.state.tx.us/tpasscmbsearch/tpasscmbsearch.do>) to locate registered contractors to invite them to bid on opportunities by National Institute of Governmental Purchasings (NIGP) Commodity / Services Codes and highway districts.

If you are not registered with the state of Texas CMBL, visit <https://comptroller.texas.gov/purchasing/vendor/registration/> to complete your registration. Be sure to enter all your NIGP codes and indicate the highway districts where you can provide your products and services. The NIGP

codes entered and highway districts selected are the prime criteria used to send notices of opportunities to contractors.

We also recommend you monitor the ESBD daily for procurement notices.

## Local Government

There are many Local Government agencies, all independent of each other that may require disaster-recovery products and services in the upcoming days, weeks, and months. Each agency has procurement policies and procedures they follow for conducting business with contractors. Each will require you to register with them and enter all your applicable industry codes.

**At our website [www.ptac.uh.edu](http://www.ptac.uh.edu) select the “Opportunities” link and at the bottom of the page you will find a downloadable list of government procurement website addresses for many Local Government agencies. If you want to know if they have disaster-recovery opportunities, we recommend you contact them directly to determine their need and to discuss the products and services you can provide. If you are interested in doing business with any of the Local Government agencies, we recommend you register your business with them.**

We have been in contact with the Harris County Purchasing Department and the city of Houston Strategic Purchasing Division and will share with you the information obtained from both regarding disaster-recovery assistance procurement opportunities.

### Harris County:

In order to do business with Harris County as a prime contractor, you must be a registered vendor. Harris County uses BuySpeed Online to manage contractor registrations and post procurement opportunities. Visit <https://bids.hctx.net/bs/> to register your business with the Harris County Purchasing Department. As disaster-recovery requirements are defined by the county in the upcoming weeks, procurement opportunities will be posted on BuySpeed. Be sure to enter all your applicable NIGP codes.

If you have specific questions for the Harris County Purchasing Department, visit <https://purchasing.harriscountytexas.gov/Pages/WhoToCall.aspx> to find the Purchasing Department Employee list and / or call 713-274-4400.

Harris County has provided information to us on debris-removal and debris-monitoring services. The purchasing department has existing contracts in place to provide these services. Harris County Purchasing Department has shared with us the description of the work and prime contractor contact information for these contracts. Neither the Harris County Purchasing Department nor the UH PTAC has been in contact with the companies about subcontracting opportunities and will make no representation these businesses have opportunities for you. You may contact these companies to learn about subcontracting opportunities:

Description: Debris Clearing, Removal & Disposal & Operation of Temporary Debris Staging & Reduction Sites for Harris County

NIGP Code: 962-46

(Primary Vendor)  
TFR Enterprises, Inc  
601 Leander Dr.  
Leander, TX 78641  
Tipton Rowland  
512-565-0710 Mobile  
512-260-3322 x 200  
tiffanyw@tfrinc.com

(Secondary Vendor)  
DRC Emergency Services  
8700 Hempstead Road  
Houston, TX 77008  
Paul Begnaud  
409-750-1771 Mobile  
[pbegnaud@drcusa.com](mailto:pbegnaud@drcusa.com)

Description: Debris Monitoring Services for Harris County

NIGP Code: 990-60

Vendor:

Tetra Tech, Inc.

2901 Wilcrest Drive

Houston, Texas 77042

Betty Kamara

321-441-8518

Betty.kamara@tetrattech.com

**City of Houston:**

The City of Houston Office of Business Opportunity has a Hurricane Harvey Procurement Opportunities webpage to provide you information on the active contracts the city currently has in place and upcoming opportunities they are advertising to solicit offers. Visit the website below to learn more:

<http://www.houstontx.gov/obo/harvey-procurement-opportunities.html>

The city also has a website to provide formation to contractors who want to provide debris hauling / solid waste management services. Visit the website below to learn more:

<http://www.houstontx.gov/solidwaste/index.html>

The City of Houston requires all prime contractors are registered to be eligible for contract opportunities. Visit the City of Houston Strategic Purchasing Division (SPD) website at <http://purchasing.houstontx.gov/> to register your business and enter your NIGP codes. As procurement opportunities become available, SPD will post them on their website. Registered contractors with NIGP codes matching procurement notices should be notified of the opportunity.

Links at the City of Houston SPD website to visit:

[http://purchasing.houstontx.gov/Vendor\\_Logon.aspx?ReturnUrl=/vendor/Vendor\\_VendorInfo.aspx](http://purchasing.houstontx.gov/Vendor_Logon.aspx?ReturnUrl=/vendor/Vendor_VendorInfo.aspx) (To create a web account (required before supplier registration) and to proceed to supplier registration.)

[http://purchasing.houstontx.gov/buyer\\_category.aspx](http://purchasing.houstontx.gov/buyer_category.aspx) (List of the SPD buyer group contact information. Procurement opportunities exceeding >\$50,000.)

[http://purchasing.houstontx.gov/SPD\\_citywide\\_contacts.html](http://purchasing.houstontx.gov/SPD_citywide_contacts.html) (List of Citywide DPU (Departmental Purchasing Unit) Contact List. Procurement opportunities <\$50,000.)

<http://purchasing.houstontx.gov/bids.html> (To search for formal bids and Requests for Proposals)

**Volunteer Opportunities**

If you are interested in volunteering visit the below website to learn more:

<http://volunteerhouston.org/>

**American Red Cross**

If you interested in providing your products and / or services to the American Red Cross visit

<https://www.redcross.org/contact-us/becoming-a-supplier-or-vendor.html> to register to become a supplier.

## **Small Dollar Procurement Opportunities**

Federal, State, and Local Government agencies have dollar thresholds in which they are required to publically issue a procurement notice. In Federal and Texas State Government the dollar threshold is greater than \$25,000. In Local Government it varies from agency-to-agency.

We are often asked how to locate the opportunities agencies are not required to publically issue a notice. If an agency is not required to issue a notice we recommend you do the following:

1. View the agency's procurement website to determine if they are posted on the website.
2. Contact the agency's procurement office directly to inquire about the opportunities and if published where they can be found.
3. Contact the agency's Small Business Office.

Each agency has different policies and procedures for how they procure low-dollar items. It is necessary to contact each agency independently to inquire about how to procure goods and services below their public-advertising threshold.

### **UH PTAC Services:**

**If you require assistance with government registrations (SAM, CMBL, BuySpeed, etc.) or understanding how to submit a compliant offer in response to a government solicitation, please contact us at 713-752-8477 for no-cost assistance.**

**Important Notice:** There are numerous for-profit companies that may contact you to offer you services on doing business with government agencies. Some of these companies use approaches that make them appear to be official government agencies and if you don't act and reply back you may miss out on government opportunities.

In some cases, they try to lead you to think that a registration is expiring or incomplete, which may impact your ability to do business with government. Their objective is to get you to contact them so they can promote their services to you for a cost. Many of the same services they offer are provided by the UH PTAC without any cost to you. If you are contacted by a company offering government-assistance services for a fee, please feel free to contact us 713-752-8477 and we will explain the services we provide at no cost to you.

## **End Document**

*(FEMA Contacts Below)*

# FEMA Contacts

Region	States Covered	Region POC	Email
I	Maine, Vermont, New Hampshire, Massachusetts, Connecticut, Rhode Island	Ryan Colgan  Twalla Gray	<a href="mailto:ryan.colgan@fema.dhs.gov">ryan.colgan@fema.dhs.gov</a> < Caution-mailto:ryan.colgan@fema.dhs.gov >  <a href="mailto:Twalla.Gray@fema.dhs.gov">Twalla.Gray@fema.dhs.gov</a> < Caution-mailto:Twalla.Gray@fema.dhs.gov >
II	Puerto Rico, New York, New Jersey, US Virgin Islands	Tiffany Strickland  Merlys Aviles	<a href="mailto:tiffany.strickland@fema.dhs.gov">tiffany.strickland@fema.dhs.gov</a> < Caution-mailto:tiffany.strickland@fema.dhs.gov > <a href="mailto:merlys.aviles@fema.dhs.gov">merlys.aviles@fema.dhs.gov</a> < Caution-mailto:merlys.aviles@fema.dhs.gov >
III	Pennsylvania, West Virginia, Delaware, Maryland, District of Columbia, Virginia	Valerie Panacio	<a href="mailto:valerie.panacio@fema.dhs.gov">valerie.panacio@fema.dhs.gov</a> < Caution-mailto:valerie.panacio@fema.dhs.gov >
IV	Kentucky, Tennessee, North Carolina, South Carolina, Mississippi, Alabama, Georgia, Florida	Annette Wright	<a href="mailto:Annette.Wright@fema.dhs.gov">Annette.Wright@fema.dhs.gov</a> < Caution-mailto:Annette.Wright@fema.dhs.gov >
V	Minnesota, Wisconsin, Ohio, Indiana, Illinois, Michigan	Jason Quigley	<a href="mailto:jason.quigley@fema.dhs.gov">jason.quigley@fema.dhs.gov</a> < Caution-mailto:jason.quigley@fema.dhs.gov >
VI	New Mexico, Texas, Oklahoma, Arkansas, Louisiana	Andrea Tubbs	<a href="mailto:andrea.tubbs@fema.dhs.gov">andrea.tubbs@fema.dhs.gov</a> < Caution-mailto:andrea.tubbs@fema.dhs.gov >
VII	Nebraska, Kansas, Iowa, Missouri	Stephanie Linder	<a href="mailto:Stephanie.Lindner@fema.dhs.gov">Stephanie.Lindner@fema.dhs.gov</a> < Caution-mailto:Stephanie.Lindner@fema.dhs.gov >
VIII	Montana, Wyoming, North Dakota, South Dakota, Colorado, Utah	Joe Gatlin	<a href="mailto:joseph.gatlin@fema.dhs.gov">joseph.gatlin@fema.dhs.gov</a> < Caution-mailto:joseph.gatlin@fema.dhs.gov >
IX	California, Nevada, Arizona, Hawaii, American Samoa, Guam, Northern Marina Islands, Marshall Islands, Palan, Midway Islands, Federal States of Micronesia	Sable Williams	<a href="mailto:joseph.gatlin@fema.dhs.gov">joseph.gatlin@fema.dhs.gov</a> < Caution-mailto:joseph.gatlin@fema.dhs.gov >