

DOING BUSINESS WITH THE UNIVERSITY OF TEXAS AT DALLAS

February 2023

The University of Texas at Dallas

- Three Texas Instruments executives started the Graduate Center of the Southwest in 1961. In September 1969, HB 303 established the University of Texas at Dallas.
- Over 31,000 students enrolled in Fall 2022 from more than 100 countries.
- Top-ranked programs in STEM, management, liberal arts and social science.
- 68 companies have been incorporated through the Institute of Innovation & Entrepreneurship. It provides venture support for students interested in Business Startup and training for students focused on pursuing careers at innovative corporations.

Purchasing Thresholds • Informal Quote

- Purchases between \$ 1 - \$ 14,999
- One Card program
- Minimum of one quote
- Use existing contracts
 - UT System – Supply Chain Alliance contracts
 - Group Purchasing Organizations (GPO)
 - UTD Contracts

Purchasing Thresholds • Informal Bid

- Purchases between \$ 15,000 - \$ 49,999
- Three quotes required; two from HUB vendors
- Use existing contracts
 - UT System – Supply Chain Alliance contracts
 - Group Purchasing Organizations (GPO)
 - UTD Contracts

Purchasing Thresholds • Formal Bid

- Purchases \$ 50,000 and above
- Formal solicitation
- Use existing contracts
 - UT System – Supply Chain Alliance contracts
 - Group Purchasing Organizations (GPO)
 - UTD Contracts
- Purchases above \$ 100,000 require HUB Subcontracting Plan (HSP); shows vendor good-faith efforts to utilize small & minority/woman-owned businesses (HUBs)

Group Purchasing Organizations

- Choice Partners National Purchasing Cooperative
- E&I Cooperative Services Inc.
- Education Service Center – Region 19 (Allied States Cooperative)
- Buyboard dba The Local Gov't Purchasing Cooperative
- National Cooperative Purchasing Alliance
- Sourcewell, formerly National Joint Powers Alliance
- Vizient Inc.
- Texas Comptroller of Public Accounts (TPASS/TXMAS)
- Texas Department of Information Resources (DIR)
- The University of Texas Systems Supply Chain Alliance (UTSSCA)

Preferred/Approved Suppliers

- Suppliers with existing UTD contracts
 - Catering/Food Delivery Service
 - Chartered Transportation, Car, and Limo Services
 - Printing, Mail, and Fulfillment Services
 - ❖ Tier 1: Digital, Short-Run and Quick-Turnaround Printers
 - ❖ Tier 2: Offset, High Quantity and Specialty Finish Printers
 - Promotional Items

HUB Subcontracting Plan (HSP)

- Included with formal solicitation, HSP will specify the Procurement type and HUB goal
- Respondent's Subcontracting Intentions (identify specific subcontracting opportunity with HUB and/or non-HUB %)
- Attachment A (meet or exceeds HUB goal)
- Attachment B (does not meet or exceed HUB goal)
 - Proof of written notification to Texas-certified HUBs encouraging subcontracting opportunity
 - Proof utilize trade organizations or development centers to encourage HUB participation with members/clients
 - List HUB and/or non-HUB subcontractors

Construction Projects

Minor Construction, Repair and Rehabilitation Projects

- New building construction and road, paving, repair and rehabilitation projects with a total project cost of less than \$ 10 million
- Advertised through the following:
 - Electronic State Business Daily
 - Posted on UTD Bonfire

Construction Projects (continued)

Capital Construction Projects

- New building construction and road, paving, repair and rehabilitation projects with a total project cost of \$ 10 million or more
- Managed through University of Texas Systems, Office of Capital Projects
 - [Current Opportunities \(utsystem.edu\)](https://utsystem.edu)
- Contact: Stephanie Park, Senior HUB Coordinator (spark@utsystem.edu)

UTD HUB Participation Goals

- Construction – 11.2%
- Building Construction – 21.1%
- Special Trades – 32.9%
- Professional Services – 23.7%
- Other Services – 26.0%
- Commodities – 21.1%

UTD HUB Participation Goals

FISCAL YEAR 2022 ANNUAL HUB REPORT				
HUB CATEGORY	TOTAL AMOUNT	NON-HUB \$	HUB \$	HUB %
Bldg. Construction	\$ 15,960,211	\$ 10,779,990	\$ 5,180,220	32.46%
Special Trade	9,927,352	6,059,593	3,945,758	39.75%
Prof. Services	57,138	49,838	7,300	12.78%
Other Services	32,216,511	25,717,317	6,864,340	21.31%
Commodity Purchasing	47,023,935	26,126,425	21,051,560	44.77%
Total	\$ 105,185,145	\$ 68,733,163	\$ 37,049,178	35.22%

Bid Opportunities

- Electronic State Business Daily Search (<http://www.txsmartbuy.com/esbd>)
 - Agency/TX SmartBuy Member Name: University of Texas at Dallas
 - Agency/TX SmartBuy Member Number: 738
 - Status: Posted
- Bonfire: register to view solicitations and submit responses ([Register as a Vendor](#))

Construction Opportunities

UTD MINOR CONSTRUCTION OPPORTUNITIES

PROJECT DESCRIPTION	ESTIMATED DATE RELEASE	ESTIMATED PROJECT BUDGET
Sciences Building, Dean's Suite Build Out (RFQ/RFP)	Summer 2023	\$ 1,250,000 including furniture
Student Union, Gaming & eSports Center (RFQ/RFP)	Late Summer 2023	\$ 9,000,000 including furniture

UTD Capital Construction Opportunities (greater than \$ 10 million)

Multidisciplinary Science & Technology Building	Pending Legislation
Academic Facilities Renovation Projects	Pending Legislation

Frequently Asked Questions

- If my firm is a certified HUB, do I have to complete the HUB Subcontracting Plan form?
 - Answer: Yes.
- As a prime and certified HUB, what percentage of work must the company perform to receive HUB credit?
 - Answer: Based on Texas Administrative Code 20.287, a HUB prime contractor must perform 25% of the total contract value to receive 100% HUB credit.
- Can a HUB firm graduate from the program?
 - Answer: Company's gross receipts or total employees, during four consecutive years, exceeds the SBA (Small Business Administration) size standards and commodity code(s).

Questions

- Contact our office at hub@utdallas.edu
Reginald Cleveland
Director, Supplier Diversity Programs
Phone #: 972-883-4850

Historically Underutilized Business

How to Do Business with UT Arlington
Cross Timbers APEX Accelerator

Mario Ramirez

February 22, 2022



University of Texas Arlington Mission Statement



The University of Texas at Arlington is a **comprehensive research, teaching, and public service** institution whose mission is the advancement of knowledge and the pursuit of excellence.

The University is committed to the **promotion of lifelong learning** through its academic and continuing education programs and to the **formation of good citizenship** through its community service-learning programs.

The diverse student body shares a wide range of cultural values, and the University community **fosters unity of purpose and cultivates mutual respect.**

HUB Program

- **Initiated in 1991 to Increase Procurement Opportunities for Women and Minorities**

- **Senate Bill 178, 76th Legislative Session, 1999**
 - Encourage State Agencies to **Provide Procurement and Subcontracting Opportunities** to HUB Suppliers
 - Bill Coauthored by State Senator Royce West, UTA Alum and Representative

- A corporation, sole proprietorship, partnership or a joint venture in which at least **51% ownership** of the business is by a woman, minority and/or service-disabled veteran. **Business must be based in Texas.**



UT – Arlington by the Numbers

#5 For Ethnic Diversity
*Undergraduate Diversity Index
US News & World Report 2023*

UTA contributes \$17.1
billion economic impact
to the region

AANAPI
Serving Institute
Designation 2021

Texas Tier One
Institute

#4 "Best For Vets:
Colleges" 2022 List
Military Times

#1 in Texas for Degrees
Awarded to African American
Students
Diverse: Issues in Higher Education

#7 in US Hispanic Students
Master's & Bachelor's degrees,
Diverse: Issues in Higher Education

HUB Program-UTA Commitment

The mission of the HUB program is to **provide assistance to Historically Underutilized Businesses** through outreach efforts, such as education and training in doing business with the State of Texas, in order to afford these **businesses a fair opportunity to participate in the competitive procurement process.**



The University of Texas Arlington **is dedicated to promoting opportunities for these Historically Underutilized Businesses** to compete for University purchases and contracts. The policy **is to foster an environment that will enhance participation** from such vendors from all areas of the University.

HUB Statutes

Relevant Federal and/or State Statute(s), Board of Regents' Rule(s), UTS Policy(ies), UTA Policy(ies), and/or Coordinating Board Rule(s)

- **Texas Government Code, Chapter 2155, Purchasing: General Rules and Procedures**
- **Texas Government Code, Chapter 2161, Historically Underutilized Businesses**
- **Texas Administrative Code (TAC) Title 34, Part 1, Chapter 20, Subchapter B, Rule 20.13 Statewide Annual HUB Utilization Goals.20.11-20.28**
- **The University of Texas System Board of Regents' Rules and Regulations, Rule 20701, Use of Historically Underutilized Businesses**
- **The University of Texas System, Policy UTS137: Historically Underutilized Business (HUB) Program**
- **The University of Texas Arlington, BF-PGS-PR-09, Contracts with Historically Underutilized Business (HUB) Procedure**
- **The University of Texas Arlington, BF-PGS-PR-11, Vendor Setup & Maintenance Procedure**
- **The University of Texas Arlington, BF-PGS-PR-01, Best Value Purchasing Procedures**

UTA's Spend

- Total expenditures (reportable expenditures only)
- FY22: \$166.3 M
- FY23: \$196.7 M

- FY22 spent with HUBs: \$25 M 15.03%
- FY23 spent with HUBs: \$40 M 20.50%



HUB Opportunities at UTA

- **University departments encouraged to use HUBs**
 - Purchases less than \$15,000 and with the University issued Procurement Card
- **All competitive solicitations of \$15,000**
 - Require a minimum of 3 bids – 2 must be HUBs
- **Purchases over \$100,000**
 - Total Life Value of Contract if subcontracting opportunities are probable
 - HUB Subcontracting Plan (HSP) required
 - HUB and Non-HUB if responding as Prime



Acquisition Methods

- **Pro-Card (Credit Card) - Issued to Faculty and Staff**
 - Procurement made by departments
 - Purchases are \$4,000 and less
- **Primary Source - Procurement Made by Departments**
 - Less than \$15,000
 - No bidding required
- **Informal Bid – Procurement handled by Office of Procurement**
 - \$15,000 up to \$50,000
 - Generally informal quotes, minimum 3 quotes (2HUBs)



Other Acquisition Methods

- UTA Campus-wide blanket orders
- Department of Information Resources
- Texas Multiple Award Schedule (TXMAS)

- UT System Supply Chain Alliance Contracts

- UT System Approved Group Purchasing Organizations



<https://www.uta.edu/business-affairs/procurement/>

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Websites of Interest

- Find your Procurement (Buyer) Specialist
 - <https://www.uta.edu/business-affairs/procurement/find-a-buyer.php>
 - Click on [file](#) and download file with buyers and areas of responsibilities .

- How Register as a Texas HUB
 - <https://comptroller.texas.gov/purchasing/vendor/hub/>
 - Click link to start HUB certification [Texas Statewide HUB System](#).
 - Certification is an online process

- Group Purchasing Organization
 - <https://www.uta.edu/business-affairs/procurement/Campus-Wide-Contracts/Approved-Group-Purchasing-Organizations.php>
 - Click on GPO and it will take you to the GPO website and link to start registration process

HOW TO SUBMIT A BID

- UTA utilizes Texas Electronic State Business Daily (ESBD) to post all proposals regarding major construction. Make sure to follow instructions in bid package.
- Office of Facilities Management post offers of solicitations

www.txsmartbuy.com/esbd

- Search: Univ of Texas at Arlington *OR* Agency 714
- UTA utilizes the Texas Purchasing Group via Bid Net
 - On-line platform portal for proposals and submissions
 - Office of Facilities Management smaller repairs
 - Bid proposal documents and instructions please go to:

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

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.

Solicitations Awards No Solicitation


Agency/Texas SmartBuy Member Name <input type="text"/>	Agency/Texas SmartBuy Member Number <input type="text"/>	Date Range <input type="text"/>
Status Posted <input type="text"/>	NIGP Class/Item <input type="text"/>	Start Date <input type="text"/>
Keyword Search <input type="text"/>	Solicitation ID <input type="text"/>	End Date <input type="text"/>

Include Pre Solicitation Notices


Please only use Google Chrome to navigate this site.

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Search by Keywords or Bid Title Find Bids



University of Texas at Arlington
Get notified of bid opportunities from University of Texas at Arlington



University of Texas at Arlington Bid Opportunities

University of Texas at Arlington's Open and Closed Solicitations are posted below. Please register or login to see details of all open opportunities.

Welcome to the University of Texas at Arlington's bid portal. All open, closed and awarded bids are posted below. Thank you for your interest in becoming a valued supplier for the University. Building strategic partnerships with the vendor community is extremely important in ensuring the continued growth and success of our research and campus operations. We look forward to reviewing your bids and proposals.

For additional information on doing business with the University, please visit:
www.uta.edu/business-affairs/procurement/information_for_suppliers_doing_business_with_uta.php

Register to Bid

Register to do business with University of Texas at Arlington. Join the Texas Purchasing Group to expand your business with local governments throughout Texas.

Register with the Texas Purchasing Group to gain access to bids today.



Opportunities

Project	Description	Date
Maverick Hall	Residents Hall Captial Project	3/18/23
Fire Protection Engineering Services	Engineering Services	3/20/23
Compliance Services Risk Assessment Review	Compliance Services Risk Assessment Review	TBD
Strategic Growth Plan for Fraternity and Sorority Life	Strategic Growth Plan for Fraternity and Sorority Life	TBD
Social Bias Language Identifier Services	Social Bias Language Identifier Services	TBD
A-133 Financial Aid Audit	Financial Aid Audit	TBD
Business Continuity Software	Business Continuity Software	TBD
Fiber Optic Survey and Design Engagement	Fiber Optic Survey and Design Engagement	TBD
Stucco Repair	Stucco Repair	TBD
Executive Coaching Services	Executive Coaching Services	TBD

The University of Texas at Arlington

Point of Contact



Mario Ramirez (HUB)
mario.ramirez@uta.edu
(817) 272-2039

Buyers

<https://www.uta.edu/business-affairs/procurement/find-a-buyer.php>



Thank You

