Did You Know ...

Important Dates

Prime Contractors PAR Reports (i.e. subcontractor information, payments) are required to be submitted by the 15th of each month. Submitting required information on time assures the university gets credit for good faith efforts completed by prime contractor.

Who Are We How Can We Help

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Construction Management Talent Pipeline Program

HUB Operations in partnership with the College of Technology-Construction Management (CM) Department and National Association of Minority Contractors (NAMC) created the Construction Management Talent Pipeline program. The purpose of this initiative is to help increase the construction industry talent pool via internship opportunities for CM students and provide Historically Underutilized Businesses with knowledge to help prepare HUBs to be competitive as prime contractors for construction work, including UH construction projects. Class participants are NAMC members identified via a registration and screening process. The program begins October 2020 consisting of a 32-hour training program led by University of Houston Construction Management faculty professors, UH Facilities Planning & Construction, and construction industry experts.

Ruben Mercado Jr., NAMC Board Chair, Dr. Song, CM Dept. Chair, Dr. Clark, HUB Operations Director, Helen Callier, NAMC Member

Director's Corner

Dr. Linelle Clark

Dear Readers,
Like so many, COVID-19 impacts how the HUB Operations Dept. (HOD) conducts our daily business. The HOD team is conducting our daily tasks while learning how to deliver to customers, meaningful information in an entertaining way using a virtual platform. In addition, did I mention HOD team is also learning how to use Zoom while remaining hopeful our home internet and/or UH network connection doesn't crash during a meeting or webinar. In spite of the coronavirus---UH is "Cougar Strong" and we need to know about your business; make it easier and faster for UH staff by establishing a Vendor Profile in the UH HUB database
https://uh.edu/office-of-finance/hub/vendors/profile/index

"The greatest things in the world were made by people who experienced hard times. Stay strong and fight for your happiness" (Anonymous, 2020).

UNIVERSITY of
HOUSTON
HISTORICALLY UNDERUTILIZED BUSINESS OPERATIONS

HUB Resources

There is a wealth of information on the University of Houston Historically Underutilized Business and Purchasing Dept. websites. If used strategically, website information may be a helpful tool to help prioritize time and effort when pursuing UH contracting opportunities.

- **HUB Expenditure Reports--HUB Operations Dept.**
  Website: "Resources-HUB Reports" https://uh.edu/office-of-finance/hub/resources/hub-reports/

  Select FY20 HUB Reports>Quarterly Report to see the FY Utilization Goal expenditure amounts and amount spent with HUBs.

- **Bid Evaluation Summary—UH Purchasing Dept.**
  Website: https://www.uh.edu/office-of-finance/purchasing/purchase-contract-transparency/Bid%20Evaluations/fy-20/

  Vendors may want to consider using the bid evaluation data strategically to (1) develop new relationships or build upon current relationships to position your company to be considered for subcontracting opportunities for current and/or future UH and non-UH solicitations.

- **Institutional Contracts---UH Purchasing Dept.**
  Website: https://uh.edu/office-of-finance/purchasing/institutional-contracts/

For each institutional contract a summary is available providing key vendor information a vendor may use to help build a relationship and explore potential subcontracting opportunities.

FAQ's

The UH HUB Database is fully operational and is being used by UH Colleges/Depts. for both small construction projects, commodities, goods and services.

1. **Are their benefits to the establishment of a Vendor Profile? Yes**
   - ➤ UH College /Division Business Administrators will use the database to identify and contact HUBs that may or may not be on the CMBL about the following types of contracting opportunities:
     - o Spot Purchases
     - o Informal Bids

   - ➤ HUB Operations Dept. (HOD) staff will provide purchasing staff with contact information for applicable HUBs within the database to send formal bid solicitations.

2. **Will UH Purchasing staff continue to use the CMBL to locate vendors? Yes**
   - ➤ UH Purchasing staff will continue to use CMBL for formal bid solicitations. Formal Bid Solicitations are defined as Request for Proposals (RFP); Request for Quotes (RFQ); Invitation to Bid (ITB); Request for Offer (RFO) and Federal Solicitations.

3. **If I am not on the CMBL is there another way for UH Purchasing know about my business to send formal bid solicitations? Yes**
   - ➤ If your business has a Vendor Profile established in the UH HUB Operations Dept. database---HOD staff will submit a list of HUBs for purchasing to include in their notifications lists.

4. **Will UH continue to post procurement opportunities on the ESBD? Yes**
   - ➤ State & local procurements 25K and higher will be posted on the ESBD
   - ➤ Federal procurements 150K and higher will be posted on the ESBD

FAQ's Cont.

5. **Does a vendor have to be HUB certified to create a Vendor Profile in the HOD database? Yes**
   ➢ A Vendor must be currently HUB certified to create a Vendor profile in the HOD database.

6. **Is there a cost associated with establishing a Vendor Profile in the HOD database? No**
   ➢ There is no cost associated with establishing a vendor profile in the HOD database.

7. **Will I be notified if my Vendor Profile is denied and the reason(s)? Yes**
   ➢ Vendors will be contacted within 7-business days and denial reason(s):
   For example:
   i. Not a certified HUB
   ii. HUB certification expires within 30-days
   iii. Information entered does not match State HUB certification certificate
   iv. Missing Required Information –For examples, Reference contact information (name, email or telephone) not provided

We are continuously working to make this newsletter beneficial to HUB vendors and UH Departments. Your feedback helps us determine what should be featured in future issues. What questions would you like us to answer?
Send all feedback to swilli39@central.uh.edu