

Our Commitment

The Texas Higher Education Coordinating Board (THECB) is committed to making a good-faith effort to assist HUBs in the procurement process in accordance with the goals and statutes established by the State of Texas.

The THECB procurement process is administered by the agency's purchasing division for purchases of more than \$5000. The agency works closely with the purchasing division to ensure that qualified HUBs are included in bidders' lists for purchases of over \$5000. For purchases of \$5000 and under, the utilization of HUBs by agency contractors is encouraged to the maximum extent possible.

Procurement Opportunities

Opportunities at the Texas Higher Education Coordinating Board include but are not limited to:

- ◆ Financial Planning Services
- ◆ Bond Counsel Services
- ◆ Development and Implementation
- ◆ Nursing Consultation
- ◆ Feasibility Studies
- ◆ Program Evaluation Services
- ◆ IT Services
- ◆ External Auditing Services
- ◆ Computer Equipment & Peripherals
- ◆ Office Supplies & Furniture
- ◆ Janitorial Equipment & Supplies



Contact the THECB HUB Associate
Michael McBride
512/427-6177
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THECB HUB VENDOR GUIDE



Join the family of
vendors working
to improve the
educational and
economic future
of Texas.

What is a HUB?

A HUB is defined as a corporation, sole proprietorship or joint venture formed for the purpose of making a profit whose principal place of business is in the State of Texas and is at least 51 percent owned, operated, and actively controlled and managed by one or more of the following:

- ◆ Asian Pacific American
- ◆ African American
- ◆ Hispanic American
- ◆ Native American
- ◆ American Woman



HUB Certification

A vendor must complete a HUB Certification Application and submit it to the Texas Procurement and Support Services (TPASS) to become a certified HUB vendor with the State of Texas. Certified HUBs are included in the HUB directory that is maintained by TPASS which is accessed daily by state agencies searching for certified HUBs. HUB certification remains effective for four years and is free of charge.

For information regarding the HUB program, go to www.window.state.tx.us/procurement/prop/hub or you may contact TPASS by phone at 512/463-5872 or 888/863-5881.

You may also contact THECB HUB Associate Michael McBride at michael.mcbride@theccb.state.tx.us or 512/427-6177 to set an appointment to assist you with filling out the certification application and to discuss contracting opportunities with THECB.

Benefits of Certification

Being certified as a HUB offers minority or women-owned businesses the opportunity to be listed on the State's automated HUB Directory. The directory is maintained by TPASS and is accessed by state agencies to locate certified HUBs.

Being certified increases a HUB's opportunity to be contracted for spot and delegated purchases.

Electronic State Business Daily

The Electronic State Business Daily (ESBD) is an automated search engine used by vendors to locate upcoming bid opportunities. State agencies are required to post procurement opportunities valued at \$25,000 or more to the ESBD. For more information, visit <http://esbd.cpa.state.tx.us/>

Certification Eligibility

Eligibility requirements to become certified as a HUB are as follows:

- ◆ A business must be at least 51 percent owned by an Asian Pacific American, Hispanic American, African American, Native American, and/or American woman.
- ◆ U.S. Citizen
- ◆ Texas Resident
- ◆ Principal place of business must be located in the State of Texas.
- ◆ The eligible owner must have proportionate interest and demonstrate active participation in the control, operations, and management of the entity's affairs.

For additional information, including a copy of the HUB Certification Application, visit www.window.state.tx.us/procurement/prop/hub/hub-forms/.



About THECB

The Texas Higher Education Coordinating Board's mission is to work with the Legislature, Governor, governing boards, higher education institutions and other entities to help Texas meet the goals of the state's higher education plan, *Closing the Gaps by 2015*, and thereby provide the people of Texas the widest access to higher education of the highest quality in the most efficient manner.

The Texas Higher Education Coordinating Board does not discriminate on the basis of race, color, national origin, gender, religion, age, or disability in employment or the provision of services.

