

Glenn Hegar

Texas Comptroller of Public Accounts



January 27, 2022

Maya Ingram
Manager
Statewide HUB Program
Office of Comptroller of PublicAccounts

HUB Program

Texas Education X Advocacy Series

hosts

The State of Texas

Historically Underutilized Business Program

presenting

The Benefits of HUB Certification



AGENDA

- Welcome
- Statewide HUB Program Overview
- HUB Certification
- HUB Resources
- Questions and Answers



**MAYA INGRAM
MANAGER
STATEWIDE HUB PROGRAM**

COMPTROLLER OF PUBLIC ACCOUNTS

STATEWIDE HUB PROGRAM

- Texas Government Code §2161 establishes the HUB Program and authorizes the CPA to administer the Statewide HUB program.
- The Historically Underutilized Business (HUB) Program is a component of the Statewide Procurement Division of the Comptroller of Public Accounts (CPA).
- The CPA Statewide HUB program establishes rules to administer the agency programs: Texas Administrative Code, Title 34, Chapter 20, Subchapter D, Division 1, Sections §20.281 to §20.298 (34 TAC 20).
- The 2009 Disparity Study determined there were still disparate groups in the state's procurement process, identified the disadvantaged owner groups, and established the Statewide HUB procurement goals.

STATEWIDE HUB PROGRAM

COMPTROLLER of PUBLIC ACCOUNTS, Statewide Procurement Division

Statewide Historically Underutilized Business Program

Statewide HUB Administers Program based on Rules

HUB Certification

HUB Compliance

**Reporting
Statewide Expenditure**

**Education and Outreach
HUBs and Agencies**



AGENCY and UNIVERSITY INTERNAL HUB PROGRAMS

STATEWIDE HUB PROGRAM

- **34 TAC 20.281 Policy and Purpose**

*It is the **policy** of the comptroller to encourage the use of HUBs in the state procurement process **through race, ethnic, and gender-neutral means.***

*The **purpose** of the HUB program is to promote full and equal business opportunities for all businesses in state procurement and contracting in accordance with 34 TAC 20.284.*

This rules describes the minimum steps and requirements to be undertaken by state entities to attain the aspirational goals recommended in the Texas Disparity Study.

STATEWIDE HUB PROGRAM

■ *Statewide Annual HUB Utilization Goals:*

- **11.2%** *Heavy Construction – infrastructure projects*
- **21.1%** *Building Construction – building (new/renovation) and maintenance projects*
- **32.9%** *Special Trade – construction contracts (community college or trade school edu)*
- **23.7%** *Professional Services – special training or professional degrees (architect, engineer)*
- **26.0** *Other Services – generally services (consultants, trainers, documentation)*
- **21.1%** *Commodities – generally goods*

State agencies and institutions of higher education shall make a good faith effort to meet or exceed these goals through direct contract with HUBs as prime or through HUB subcontracting opportunities (Texas Government Code 2161, Subchapter F).

STATEWIDE HUB PROGRAM

HUB CERTIFICATION

- The disparate groups in the state's procurement are identified as:
 - Asian American
 - Black American
 - Hispanic American
 - Native American
 - American Woman
 - Service-disabled Veteran as defined by 38 U.S.C. §101(2) with at least a 20% service disability as defined by 38 U.S.C. §101(16)

**See Definitions in 34 TAC 20.282*

HUB CERTIFICATION

QUALIFICATIONS:

- Business must be at least **51%** owned by minority, woman, or service-disabled veteran (with at least a **20%** service disability);
- Business must be primarily based in Texas;
- Owner(s) must be U.S. Citizen (except qualified service-disabled veteran)
- Owner(s) must be resident(s) of Texas (at least **1** year);
- Owner(s) must maintain active participation in control, operations, and management entities; and
- Meet small business SBA size standards in CFR §121.201.

HUB CERTIFICATION

- **FREE application process includes specific qualifications**
- **FREE 4-year certification**
- **FREE HUB DIRECTORY listing with NIGP codes**
- **FREE Recertification begins 4 months prior to certification expiration**
- **FREE Assistance**

HUB CERTIFICATION TRANSITION

- Online HUB certification system - <https://texashub.gob2g.com/>
- Vendors complete application and upload supporting documents
- Application submission
- Certification application review and approval
- Vendors print certificates within the system HUB Record
- Communications are online
- Virtual and desk audits will continue
- Compliance reviews/on-sites visits will begin again soon

HUB CERTIFICATION TRANSITION

Find

home » purchasing » vendor » hub

Purchasing

HISTORICALLY UNDERUTILIZED BUSINESS (HUB) PROGRAM

The Statewide Procurement Division, Historically Underutilized Business (HUB) Program administers the HUB program in accordance with Texas Government Code §2161 and Texas Administrative Code, Title 34, Chapter 20, Subchapter D, Division 1, Sections §20.281 to §20.298.

[View a list of HUB status codes and ethnicity codes.](#)

 **Apply for HUB Certification Online** close

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HUB Goals

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- 11.2% for heavy construction other than building contracts;
- 21.1% for all building construction, including general contractors and operative builders' contracts;
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- 21.1% for commodities contracts.


Disparity Study

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HUB Certification

Texas Government Code §2161.061 authorizes the Comptroller of Public Accounts Statewide HUB Program to certify qualified small businesses and enter into Memorandums of Agreements (MOAs)

Translation:

 Select Language

Related Links

- [HUB Events](#)
- [Calendar of Events](#)
- [How to Apply for CMBL or HUB](#)
- [Modify CMBL Profile](#)
- [Modify HUB Profile](#)
- [Certification Process](#)
- [Certification Agreements](#)
- [Bid Opportunities](#)
- [HUB and Business Resources](#)
- [HUB Reports and Forms](#)
- [NIGP Commodity Book](#)
- [Delivery Zones and Districts](#)
- [HUB Mentor Protégé Program](#)
- [Texas Government Code, Chapter 2161](#)
- [Texas Administrative Code, Chapter 20, Subchapter D](#)
- [Texas Statewide HUB system](#)
- [Search for CMBL/HUB vendors](#)



HUB WEBPAGE

<https://comptroller.texas.gov/purchasing/vendor/hub/>

NEW SYSTEM FOR HUB CERTIFICATION

<https://texashub.gob2g.com/>

TEXAS STATEWIDE HUB SYSTEM (TSHS)

CURRENT HUB CERTIFIED VENDOR RECORDS HAVE BEEN TRANSFERRED WITH ACCESS TO TSHS

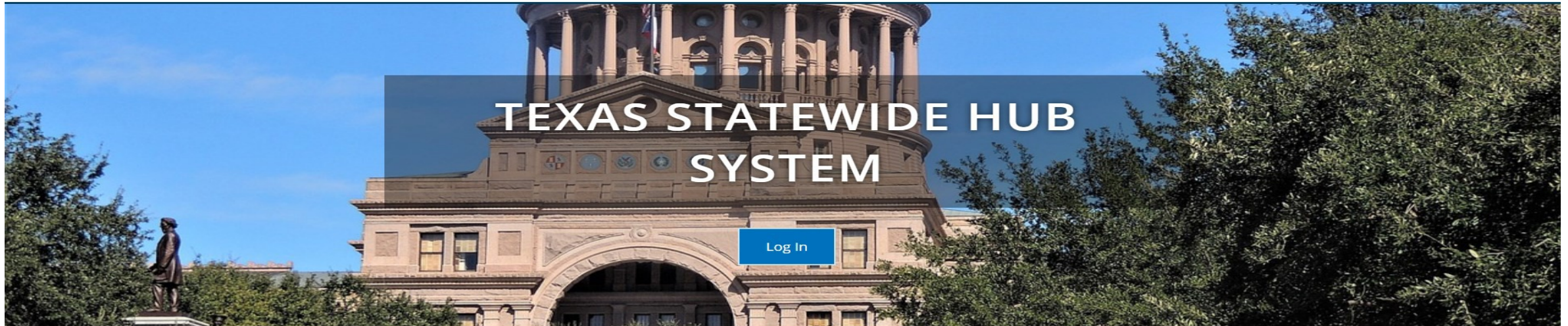
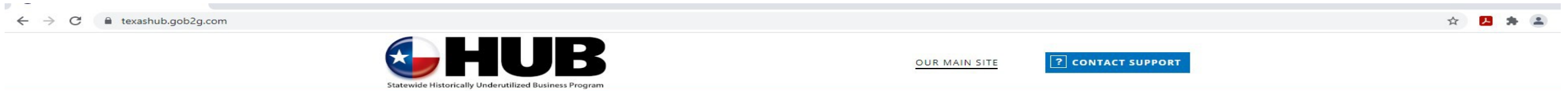
PROFILE IS ALREADY TO BE CREATED

SIGN INTO THE TSHS SYSTEM TO UPDATE INFORMATION

HUB DIRECTORY PROFILE REQUIRES NIGP CODES AND CONTACT INFO

CERTIFICATION HUB RECORDS ARE COMPLETELY ONLINE

HUB CERTIFICATION SYSTEM



WARNING - RESTRICTED GOVERNMENT SYSTEM.

This system is restricted to authorized users only. Unauthorized access, use, or misuse or modification of this system, the data contained herein, or in transit to/from this system, may constitute a violation of federal, state and local laws and subject individual(s) to criminal and/or civil prosecution and penalties. This system and associated usage is subject to monitoring and security testing by authorized personnel. There is no expectation of privacy except as otherwise provided by applicable privacy laws

Texas HUB Certification

Join our database of HUB certified vendors

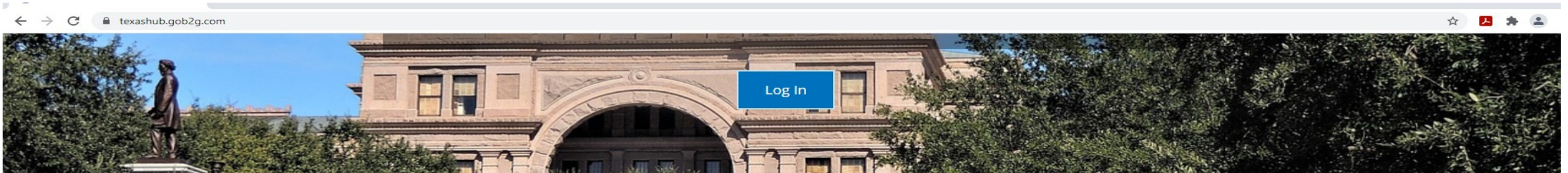
[Apply for / Renew Certification](#)

About the System

Learn more about this system and how it works today

[Information for Vendors](#)

HUB CERTIFICATION SYSTEM



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Texas HUB Certification Join our database of HUB certified vendors Apply for / Renew Certification	About the System Learn more about this system and how it works today Information for Vendors
Texas Statewide HUB Program Learn about doing business with the State of Texas Statewide HUB	Outreach Opportunities for vendor involvement View Outreach Opportunities
System Training Learn how to fully utilize our system with a live trainer Training	Account Access Lookup Vendor accounts or reset user passwords Account Lookup Forgot Password

HUB CERTIFICATION TSHS PROCESS

VENDORS COMPLETE APPLICATION AND UPLOAD SUPPORTING DOCUMENTS

ONCE APPLICATION IS COMPLETE, THE SYSTEM ALLOWS FOR APPLICATION SUBMISSION

CERTIFICATION APPLICATIONS ARE ACCEPTED, REVIEWED, AND APPROVED ONLINE

ALL COMMUNICATIONS ARE THROUGH THE SYSTEM AND SENT TO EMAIL LISTED ON THE APPLICATION

VENDORS MAY PRINT APPROVED CERTIFICATES THROUGH THE TSHS HUB RECORD

NIGP CODES SHOULD BE COMPLETED IMMEDIATELY TO ALLOW INVITATIONS FOR BID

RANDOM IN-PERSON ON-SITE VISITS WILL RESUME WHEN TRAVEL RESUMES

HUB CERTIFICATIONS ARE VALID FOR 4-YEARS

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS (CPA) HUB RESOURCES

Check our [COVID-19 response page](#) for the latest announcements. Consulte nuestra [pagina de respuesta de COVID-19](#) para conocer los ultimos anuncios.

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HOME TAXES TRANSPARENCY ECONOMY PURCHASING PROGRAMS ABOUT



WE MADE
WEBFILE BETTER

SIMPLER, SMARTER, REFRESHED
LEARN MORE

Find Enter a search term



Business Center

Comptroller Resources for Taxpayers

web file

eSystems Login



File & Pay

Tax Forms
TEXNET - Electronic Payment Network
Due Dates

Register

Sales Tax Permit Application
Ag Timber Exemptions
Centralized Master Bidders List (CMBL)
Texas Direct Deposit
eSystems/Webfile

Manage Account

Change your address
Add a location
Close a location
Request a Certificate of Account Status or Tax Clearance Letter
Change return/email notifications

Webfile

File and Pay Electronically
Webfile Help Videos
Videos en Español

Lookup

Unclaimed Property
Franchise Tax Account Status
Look up Sales Tax Rates
Electronic State Business Daily (ESBD)
Sales Taxpayer Search
State Payments Issued
Tax-Exempt Entity Search
Practitioners' Corner
Cigarette/Tobacco Retailers Search
Bond Appendix



Announcements and Notifications

Winter Storm Disaster Relief

Check the Disaster Relief page for the latest news.

Scam Alert

Some taxpayers have received fraudulent statements purporting to be from the Comptroller's office. If you suspect correspondence from our agency is fraudulent, please notify us by emailing stop_spoofing@cpa.texas.gov.

Field Offices Temporarily Closed

Oficinas Regionales Están Temporalmente Cerradas



Get Help

What can we help you with?



Tax Help

Franchise Tax
Sales and Use Tax
Property Tax
Other Taxes
Frequently Asked Questions
Electronic Reporting
Virtual Field Office
Taxpayer Seminars
Tax Training Resources

Other Help

Texas College Savings Plans
State Purchasing
Contact Us
Local Field Offices
Agency Directory
Compact With Texans
Paginas en Español
Contingent Fee Legal Services
Contract Review
Unclaimed Property Holder



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[HOME](#) [TAXES](#) [TRANSPARENCY](#) [ECONOMY](#) [PURCHASING](#) [PROGRAMS](#) [ABOUT](#)

Statewide Contracts

- [Search Statewide Contracts](#)
- [Contract Development](#)
- [Contract Management](#)
- [Procurement Oversight & Delegation](#)
- [Texas Multiple Award Schedule \(TXMAS\)](#)
- [TxSmartBuy.com](#)
- [DIR Contracts](#)

Procurement Resources

- [Texas Procurement and Contract Management Guide](#)
- [Publications and Forms](#)
- [State Print Services](#)
- [NIGP Commodity Book](#)
- [Search for CMBL/HUB Vendors](#)
- [Statutes and Procedures](#)
- [Grant Management](#)

Vendor Resources

- [Vendor Information Center](#)
- [Centralized Master Bidders List \(CMBL\)](#)
- [Historically Underutilized Business \(HUB\)](#)
- [Modify CMBL/HUB Profile](#)
- [Electronic State Business Daily \(ESBD\)](#)

Training and Policy Development

- [Purchasing/Contract Development \(CTCD\)](#)
- [Contract Manager \(CTCM\)](#)
- [Certification](#)
- [Continuing Education](#)
- [Training and Policy Development FAQ](#)

Government Resources

- [Need Help? Contact the Outreach Team](#)
- [Vendor Performance Tracking System \(VPTS\)](#)
- [SmartBuy Membership Program](#)
- [State Payment Card](#)
- [State Travel Management](#)
- [State Mail Services](#)
- [Vehicle and Fleet Management](#)
- [Retail Fuel Card](#)

SB20

- [Centralized State Purchasing Study](#)
- [State Agency Contract Management Procedures](#)
- [LBB Contracts Database](#)

- [Ag Timber Exemptions](#)
- [Centralized Master Bidders List \(CMBL\)](#)
- [Texas Direct Deposit eSystems/Webfile](#)


Manage Account

- [Change your address](#)
- [Add a location](#)

- [Look up Sales Tax Rates](#)
- [Electronic State Business Daily \(ESBD\)](#)
- [Sales Taxpayer Search](#)
- [State Payments Issued](#)
- [Tax-Exempt Entity Search](#)
- [Practitioners' Corner](#)
- [Cigarette/Tobacco Retailers Search](#)

Modified Hours and Locations for Walk-in Taxpayer Service
Horas Modificadas y Ubicaciones para Servicio de Contribuyente en Persona

 [Get Help](#)

 [Fraud & ConsumerAlert](#)



TEXAS COMPTROLLER OF PUBLIC ACCOUNTS (CPA) HUB RESOURCES

- **CENTRALIZED MASTER BIDDER'S LIST (CMBL) – STATE OF TEXAS VENDOR LIST**
 - ❖ \$70.00 ANNUAL FEE
 - ❖ HUB DIRECTORY LIST
 - ❖ PURCHASER LIST FOR PROCURMENT NOTIFICATIONS
- **HISTORICALLY UNDERUTILIZED BUSINESS (HUB)**
 - ❖ FREE SMALL BUSINESS CERTIFICATION
 - ❖ HUB COORDINATOR LIST
 - ❖ HUB REPORTS
- **NIGP COMMODITY CODE BOOK**
- **ELECTRONICALLY STATE BUSINESS DAILY (ESBD)**
 - ❖ PROCUREMENT/SOLICITATION POSTINGS

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS (CPA) HUB RESOURCES

← → ↻ comptroller.texas.gov/purchasing/vendor/cmb/ 🔍 ☆ 📄 ⚙️ 👤 ☰

Find ▾ Enter a search term



[home](#) » [purchasing](#) » [vendor](#) » [cmb](#)



CENTRALIZED MASTER BIDDERS LIST (CMBL)

Manufacturers, suppliers, and other vendors wishing to furnish materials, equipment, supplies, and services to the state should register for the Centralized Master Bidders List (CMBL) to receive bidding opportunities.

The CMBL is a master database used by the state of Texas purchasing entities to develop a mailing list for vendors to receive bids based on the products or services they can provide to the state of Texas.

The CMBL annual registration fee is \$70 and may be paid online by credit, debit card, electronic check (U.S. addresses only) or by paper check at the address below.

[View a list of CMBL status codes.](#)

Active CMBL Vendors:

Vendors can [manage and update their CMBL business profile](#), as well as submit their CMBL annual registration fee in the online vendor registration system.

Comptroller of Public Accounts (CPA) Bid Notification

The Comptroller of Public Accounts, as well as other purchasing entities, is moving toward electronic notification for solicitations. We strongly suggest that an active, accurate and current email address is maintained on your company's CMBL profile to ensure bid opportunities are received timely.

Contact Information

[COVID-19 Information for Vendors](#)



Fraud Alert

Translation:

Select Language ▾

[CMBL Application](#)

Related Links

[Highway Districts](#)

[Search for CMBL/HUB vendors](#)

About CMBL

[Registration Instructions](#)

[Profile Updates](#)

[CMBL Frequently Asked Questions](#)

[CMBL Refund Policy](#)

[NIGP Commodity Book](#)

[CMBL/HUB Search Tips](#)

[Delivery Zones and Districts](#)



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Careers

5:43 PM

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS (CPA) HUB RESOURCES

Search For Vendors

- [Related Links](#)
- [CMBL/HUB Directory Search Tips](#)
- [Register For CMBL - HUB](#)
- [HUB Mentor Protege Agreement Listing](#)
- [System for Award Management \(EPLS\)](#)
- [Debarred Vendors List](#)
- [Vendor Performance Report Search](#)

Centralized Master Bidders List - HUB Directory Search

The **CMBL** is a master database used by State of Texas purchasing entities to develop a mailing list for vendors to receive bids based on the products or services they can provide to the State of Texas. Manufacturers, suppliers, and other vendors wishing to furnish materials, equipment, supplies, and services to the state should register for the CMBL to receive bidding opportunities.

The CMBL/HUB Directory Search is automatically defaulted to "CMBL Only" to perform a search for vendors, including [Texas certified HUBs](#) who have elected to [register on the CMBL](#). Purchasing entities use [NIGP Class and Item Codes](#) within the "Multiple Vendor Search" feature to identify vendors who can provide the products or services they want to purchase, and to develop mailing lists of vendors to receive bids.

For detailed explanations of the various search and data output features (i.e., Search For, Single Vendor Search, Multiple Vendor Search, Business Category / Vendor Location Search, Select Fields For Output, Output Options) that may be used to create lists of potential vendors as well as retrieve detailed information on a specific vendor, click [CMBL/HUB Directory Search Tips](#).

SEARCH FOR

CMBL Only

HUBs Only

HUBs on CMBL

All Vendors

[Expand All](#)

▼ SINGLE VENDOR SEARCH

Vendor ID

Vendor Number

Vendor Name

contains



Include Inactive Vendors

Note: If this box is checked, you must enter either a Vendor ID, Vendor Number or Vendor Name.

▼ MULTIPLE VENDOR SEARCH

	NIGP Class Code	Items	Highway District(s)
Selection1	<input type="text"/>	<input type="text"/>	<input type="text"/>
Selection2	<input type="text"/>	<input type="text"/>	<input type="text"/>

TEXAS COMPTROLLER OF PUBLIC ACCOUNTS (CPA) HUB RESOURCES

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HOME TAXES TRANSPARENCY ECONOMY PURCHASING PROGRAMS ABOUT

Find Enter a search term

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Purchasing

HISTORICALLY UNDERUTILIZED BUSINESS REPORTING

The Statewide Procurement Division (SPD) Historically Underutilized Business (HUB) Program has been tasked with the reporting of expenditures made by state agencies and institutions of higher education.

To accomplish this task, SPD is committed to providing this information semi-annually (September 1 - February 28) and annually (September 1 - August 31).

How does the HUB Report assist state agencies and institutions of higher education?

By using the HUB Report, agencies can track their expenditures and utilize it as a bench marking tool to meet or exceed their HUB utilization in each of the following categories:

- heavy construction
- building construction
- special trade construction
- professional services
- other services
- commodity purchasing

Not only does the HUB Report capture expenditures, but it also contains Supplementary Summary Letters that identify agency Outreach and Good Faith Efforts.

How does the HUB Report assist Vendors?

The HUB Report is not limited to state agencies and institutions of higher education. The information within the report can also be used by vendors and the public to determine where state agencies purchase products or services. Once this has been identified, vendors can contact that agency's HUB Coordinator to introduce their business and further understand state procurement.

HUB Reports

2021

- Fiscal Year 2021 Annual HUB Report
- Fiscal Year 2021 Semi-annual HUB Report
- HUB Education and Outreach Report Fiscal 2021 (PDF)

Related Links


- HUB Events
- Calendar of Events
- How to Apply for CMBL or HUB
- Modify CMBL Profile
- Modify HUB Profile
- Certification Process
- Certification Agreements
- Bid Opportunities
- HUB and Business Resources
- HUB Reports and Forms
- NIGP Commodity Book
- Delivery Zones and Districts
- HUB Mentor Protégé Program
- Texas Government Code, Chapter 2161
- Texas Administrative Code, Chapter 20, Subchapter D
- Texas Statewide HUB system
- Search for CMBL/HUB vendors




STATEWIDE HUB PROGRAM RELATED LINKS

- <https://comptroller.texas.gov/purchasing/vendor/hub/>
- Certification Process
- Modify HUB and CMBL Profile
- HUB and Business Resources
- HUB Reports and Forms

ub/

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Translation:
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- [Texas Administrative Code, Chapter 20, Subchapter D](#) ☞
- [Texas Statewide HUB system](#) ☞
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HUB

Statewide Historically Underutilized Business Program

- Q&A
- DISCUSSIONS

STATEWIDE HUB PROGRAM

StatewideHUBProgram@cpa.texas.gov

1-888-863-5881

512-463-5872