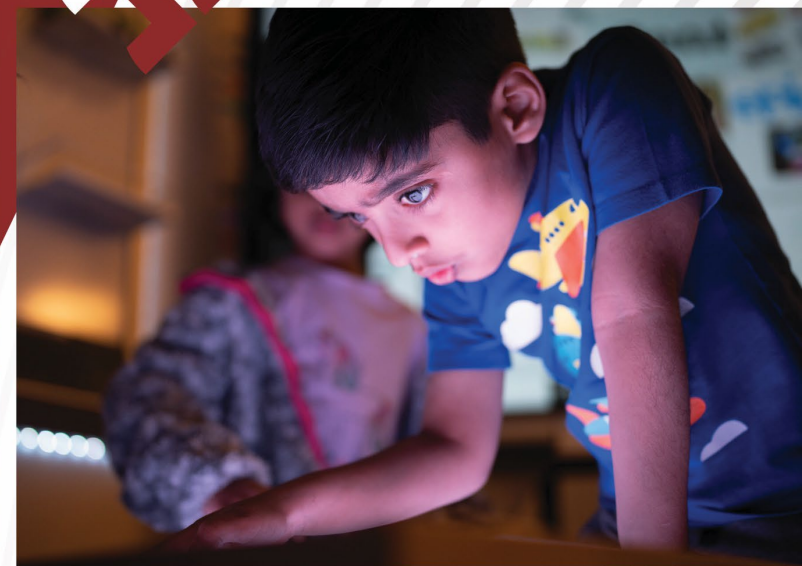




FBI[★]SD



Small Business Enterprise Program

February 26, 2025

Lead
THE PAC

Purpose

The purpose of this event is to enhance vendor GC and sub-relationships, A/E and sub-relationships, including vendor relationships to ensure quality performance on FBISD projects.

The FBISD Small Business Information Sessions will concentrate on criteria for vendors interested in doing business with Fort Bend ISD and the Small Business Enterprise Program, which was adopted by the Fort Bend ISD Board of Trustees.

SBEP participation goal of twenty-five (25%) percent of the dollar amount of all SBEP-eligible contracts

Awards prime contracts for architectural design services, engineering design services or construction services - \$50,000 or greater to utilize certified small businesses, subcontractors, suppliers and consultants

SBEP is a race and gender neutral program, open to participation without regard to race, color, sex, religion, national or ethnic origin, age or disability.

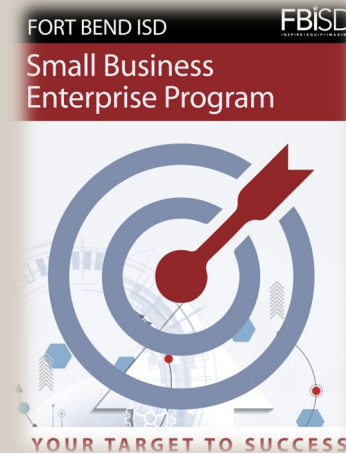
AGENDA

- Doing Business With FBISD Criteria - Jeanette Boleware, FBISD Small Business Coordinator
- Facilities & Maintenance Overview
- How can SCORE Help You Make A Winning Proposal - SCORE (Bill Klingberg Mentor and District 681 Associate District Director)
- Considerations When Evaluating & Responding to a Government Solicitation - APEX (Dennis McIntosh, Sr. Business Advisor)

PARTNERS – OPPORTUNITIES

- Houston Community College, City of Houston, Port Houston, Metro – US SBA

FBISD Small Business Team – Wrap Up



DOING BUSINESS WITH FBISD CRITERIA

Vendor Registration - To be eligible as a “Small Business” under the SBEP, a business must adhere to the following criteria:

- Visit the Vendor Registration section in Bonfire (<https://fortbendisd.bonfirehub.com/portal/>)
- Registration Video Assistance <https://support.gobonfire.com/hc/en-us>

Certification - To be eligible as a “Small Business” under the SBEP, a business must have one of the following eligible small business certificates/certifications:

- City of Houston SBE
- Metropolitan Transit Authority of Harris County (METRO) SBE;
- Port of Houston Authority Enrollment (SBE Certificate); or
- US Small Business Administration - SBA 8A (if authorized by the District for a particular procurement)

Sam.Gov - SAM.gov, an official website of the U.S. government. There is no cost to use this site.

FBISD RECOGNIZED CERTIFICATIONS



CITY OF HOUSTON
SBE



METRO
SBE



PORT HOUSTON
SBE



US SBA
8a

FBISD Small Business Enterprise Program

Upcoming Events

Virtual One-on-One Meetings
<https://www.fortbendisd.com>
to request an appointment)

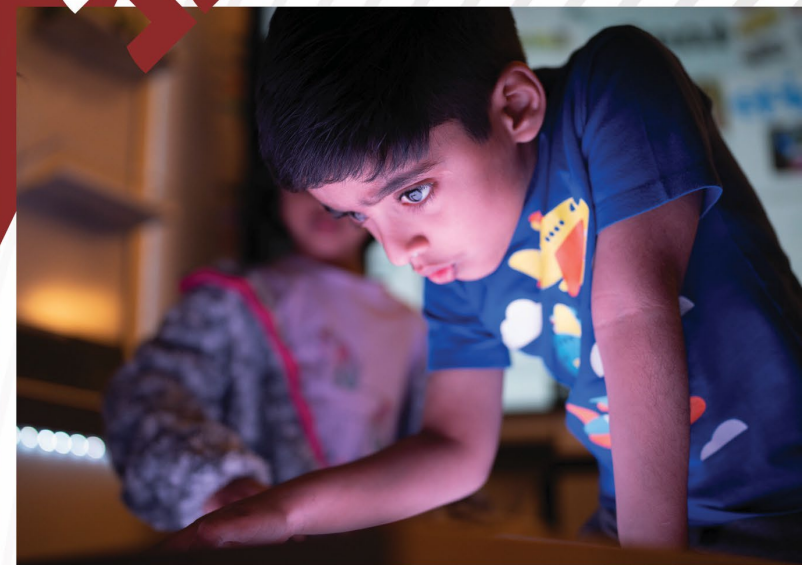
Virtual Information Session
(Visit www.fortbendisd.com
March 26, 2025
2:00 PM – 3:00 PM

In-Person Workshop
Visit www.fortbendisd.com
April 10, 2025
2:00 – 4:00 PM





FBI[★]SD



Facilities & Maintenance

Lead
THE PAC

Terrence Thomas, Director
Mark Flynn, Manager
Susan Blair, Executive Assistant

FBISD Facilities & Maintenance

FORT BEND ISD FACILITIES



How can SCORE Help You Make A Winning Proposal

A RESOURCE PARTNER OF THE SBA

What is SCORE?

RESOURCE PARTNER OF THE SBA
VOLUNTEER ORGANIZATION

What we do

- Mentoring
 - 150 Volunteers in Houston10,000 Nationwide
 - 10,000 Volunteers Nationwide
 - No cost, confidential
- Education
 - Low or no cost
 - Live Webinars
 - Recorded Webinars
- Tools & Templates
 - Business Plans
 - Cash Flow

What we cannot do

- Give you money or invest in your business
- Make decisions for you
- Do your homework for you
- Represent you in legal matters
- Tell you what kind of business to establish

Mentor Backgrounds

- Lawyers
- Accountants
- Marketing
- Operations
- Insurance
- Sales
- Marketing
- Banking
- IP

Marketing & Selling

- Social media
- Websites
- Build references
- Value proposition
- Features/Benefits

Contacting SCORE

- Website
 - www.score.org
 - You choose
 - We choose
- Office
 - 8701 S. Gessner, Ste. 1200
 - M-F
 - 10-2
 - No appointment needed

FOSTERING SUCCESS IN GOVERNMENT CONTRACTING

University of Houston APEX Accelerator

Considerations When Evaluating & Responding to a Government Solicitation

Dennis McIntosh, Sr. Business Advisor

Let the UH APEX Accelerator Educate & Guide You in Selling to Government

This APEX Accelerator is funded in part through a cooperative agreement with the Department of Defense.

WHAT APEX IS & IS NOT ALLOWED TO DO

☐ **Yes** = Conduct **No-Cost** Solicitation Reviews

- Opportunity Vetting / Assessment
- Our focus is on Compliance & Responsiveness

☐ **No** = Do the Work for You [Example: Write your proposals...]

1ST STEP = REGISTERING IN BONFIRE

<https://www.fortbendisd.com/Domain/44>

+

**UH APEX Can Advise/Assist w/
Identifying Your NIGP Codes**

Bonfire Training

<https://vendorsupport.gobonfire.com/hc/en-us/articles/6832869814551-Creating-and-Uploading-a-Submission>

RTS!!! (Read The Solicitation Thoroughly) and then **RTS Again!!!**

Lookout for:

- ☐ Mandatory Minimum Qualifications
- ☐ Proposal Requirements
- ☐ Evaluation Criteria / Factors for Award

Make a Bid / No-Bid Decision:

- ☐ Prime?
- ☐ Subcontractor?
- ☐ Pass? = No-Bid

WHAT IS YOUR....?

P-Win

(**Probability of Winning**)

Have You:

1. **Researched the Agency & Opportunity?**
2. **Build Relationship w/Agency?**

RESPONSIVENESS AND RESPONSIBILITY

Generally: A contract is not awarded unless these two requirements are satisfied.

1. Responsiveness

- Refers to your offer (proposal) you submit in response to a posted bid
 - Read the solicitation !!
 - Identify and follow the instructions

2. Responsibility

- Refers to your qualifications and ability to perform.

RESPONSIVENESS AND RESPONSIBILITY

Responsiveness

- Examples of Responsiveness:
 - Offer submitted on time
 - Pricing information is complete
 - References submitted IAW bid instructions
 - If applicable, subcontracting requirements are addressed

Responsibility

- Examples of Responsibility:
 - Have adequate financial resources
 - Have prior satisfactory performance
 - Adequate management and technical skills
 - Adequate facilities/equipment
 - Eligible to receive an award

EXECUTION

Read the Solicitation

- Read and Re-read (this time highlight)
 - Assume nothing
 - Understand everything
 - If given the opportunity, submit questions
 - Order/review any specs and standards immediately

Reading the solicitation document:

- Understand the scope of work (SOW)
 - Determine your qualifications
 - Understand the terms and conditions
 - Assessment of the evaluation/selection criteria
 - Follow all submission instructions
 - Then submit on time !!

Small Business Enterprise Program Team Wrap up

Presenters Contact Information

City of Houston

Jessica DelGreco

Jessica.delgreco@houstontx.gov

APEX

www.uhapex.uh.edu

Houston Community College

veronica.douglas@hccs.edu

melissa.paladio@hccs.edu

US SBA – www.sba.gov/

U. S. Small Business Administration - Houston
District Office – 8701 S. Gessner Dr., Suite 1200
– Houston, TX 77074 (713-773-6500)

FBISD Purchasing Department

purchasing@fortbendisd.gov

Opportunities - <https://fortbendisd.bonfirehub.com/portal/>

FBISD Small Business Enterprise Program Office

sbep@fortbendisd.gov

[FBISD Small Business Enterprise Program Website Link](#)

SCORE

Website: <https://houston.score.org/>

(You can search mentor profiles on their website by keyword or location, many have specialized industry experience and areas of expertise) - Phone: 713-487-6565