



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 Workshop 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.



AGENDA

- **Greetings/Housekeeping Items** - Jeanette Boleware, FBISD Small Business Enterprise Program Coordinator
- **National Anthem/Pledge**
- **Introduction** – Daniel Bankhead, Executive Director – Design & Construction
- **Welcome** – Richard Gay, Executive Director – Business Services
- **FBISD Upcoming Opportunities/Highlights**
 - 2018 Bond
 - 2023 Bond
- **FBISD Purchasing** – Doris Emeka, Director
- **FBISD Transition Services** – Debra Wingard
- **CERTIFICATION CRITERIA – FBISD CERTIFYING/ENROLLMENT AGENCIES**
 - Shurronda Murray (Metro), Pedro Garcia (Port Houston), Dr. Porscha Jackson (City of Houston), Jesus Gomez (**US SBA**)
- **NETWORKING – OPPORTUNITY CORNER**
 - Houston Community College – Veronica Douglas, City of Houston-OBO-Dr. Porscha Jackson, City of Houston- Housing & Development-Karen Franklin; Metro-Shurronda Murray; Port Authority-Pedro Garcia; Milton Thibodeaux, Greater Houston Business Procurement Forum
- **FBISD Small Business Team – Wrap Up**

INTRODUCTION



DANIEL BANKHEAD, EXECUTIVE DIRECTOR – DESIGN & CONSTRUCTION

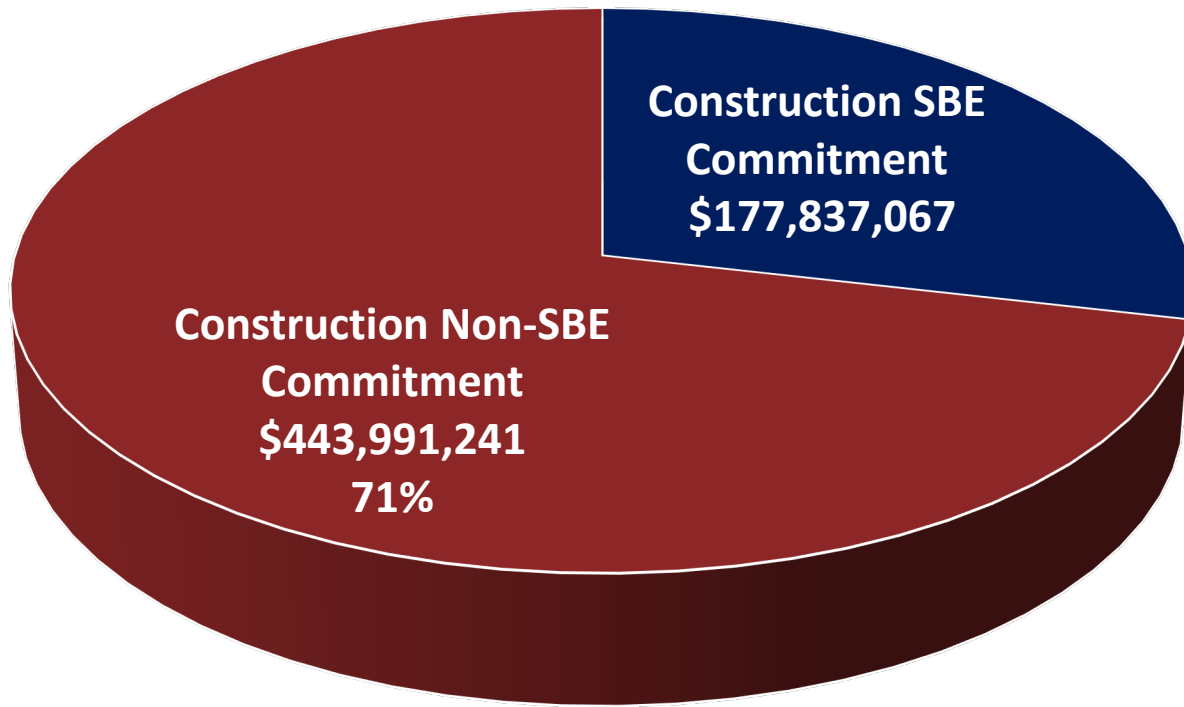
WELCOME



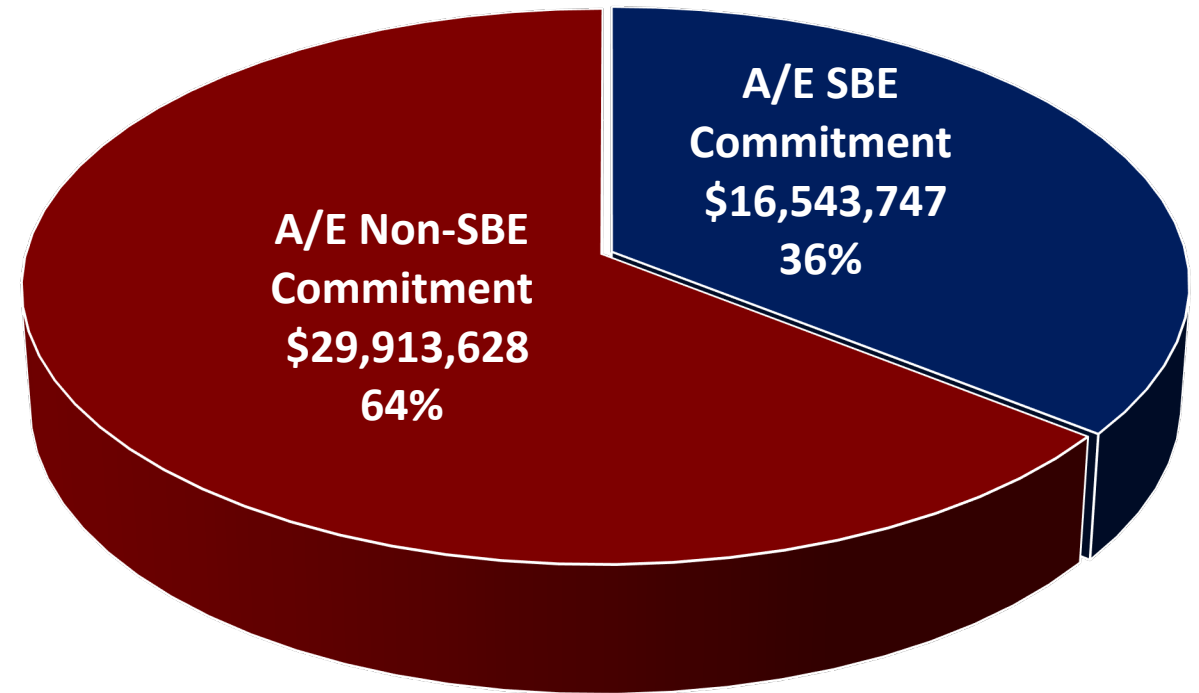
RICHARD GAY, EXECUTIVE DIRECTOR – BUSINESS SERVICES

2018 SBEP BENCHMARKS

Total Construction Firms \$621,828,307

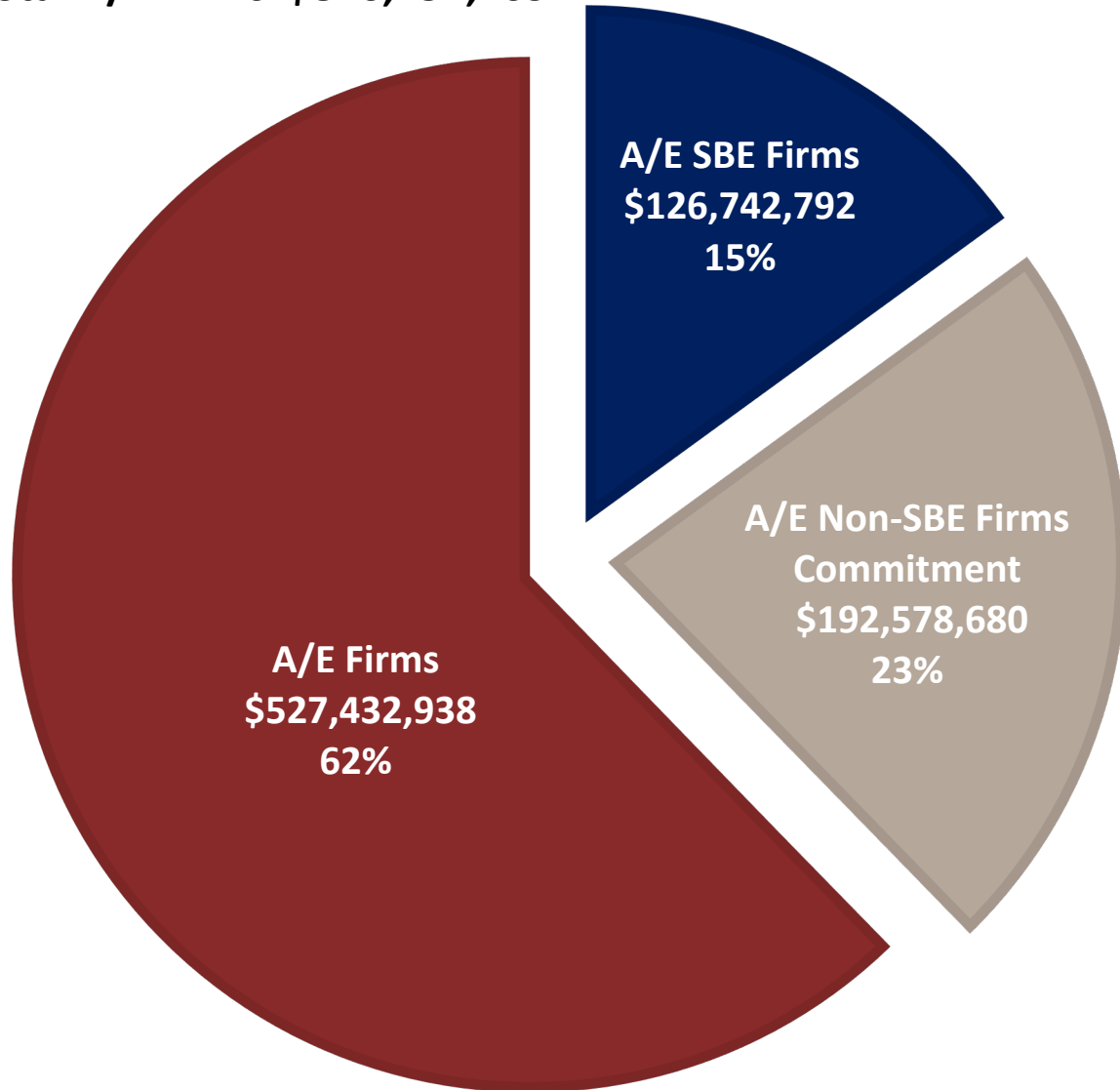


Total A/E Firms \$46,457,374

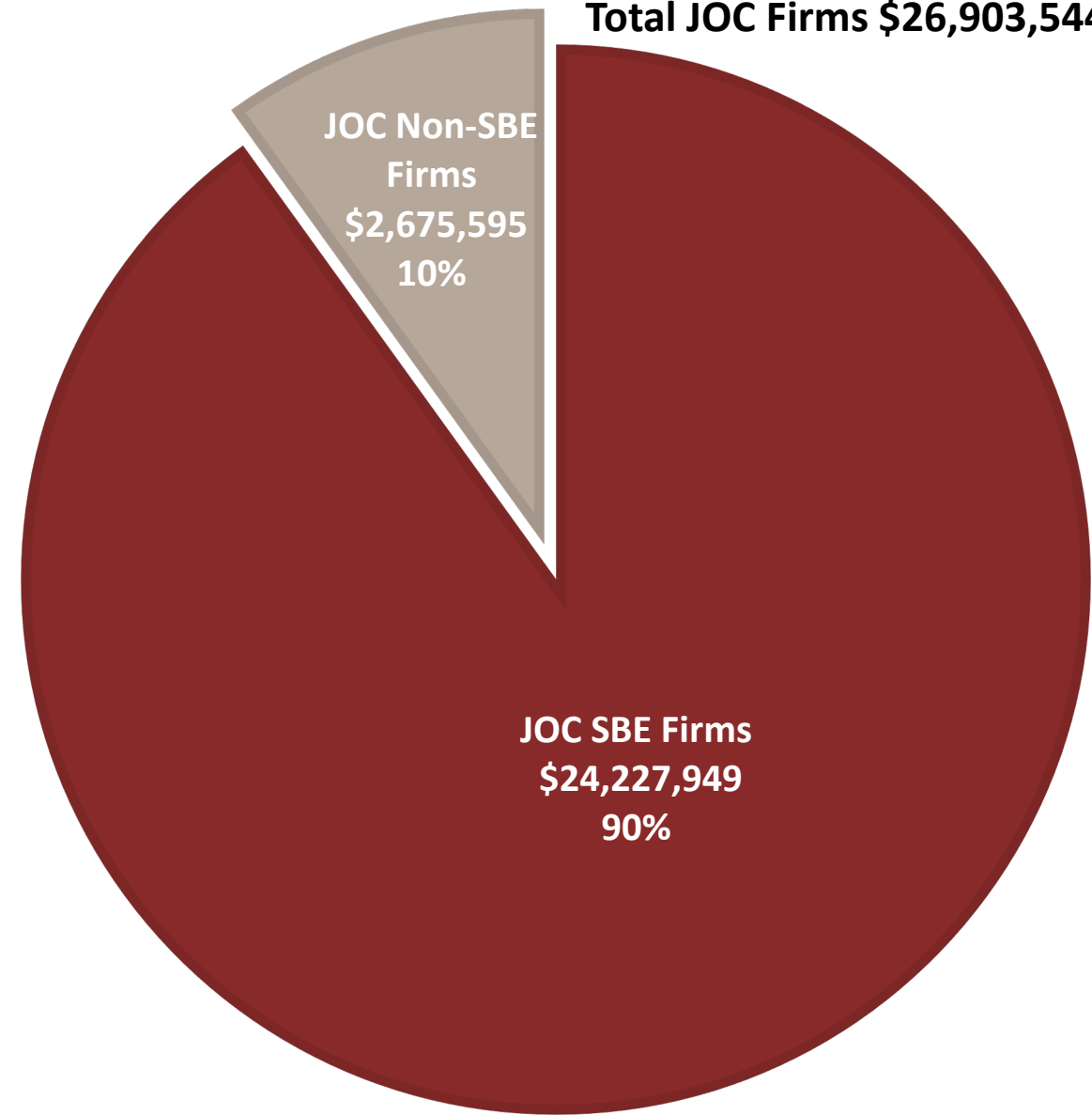


2023 BOND SBEP BENCHMARK

Total A/E Firms \$846,754,409

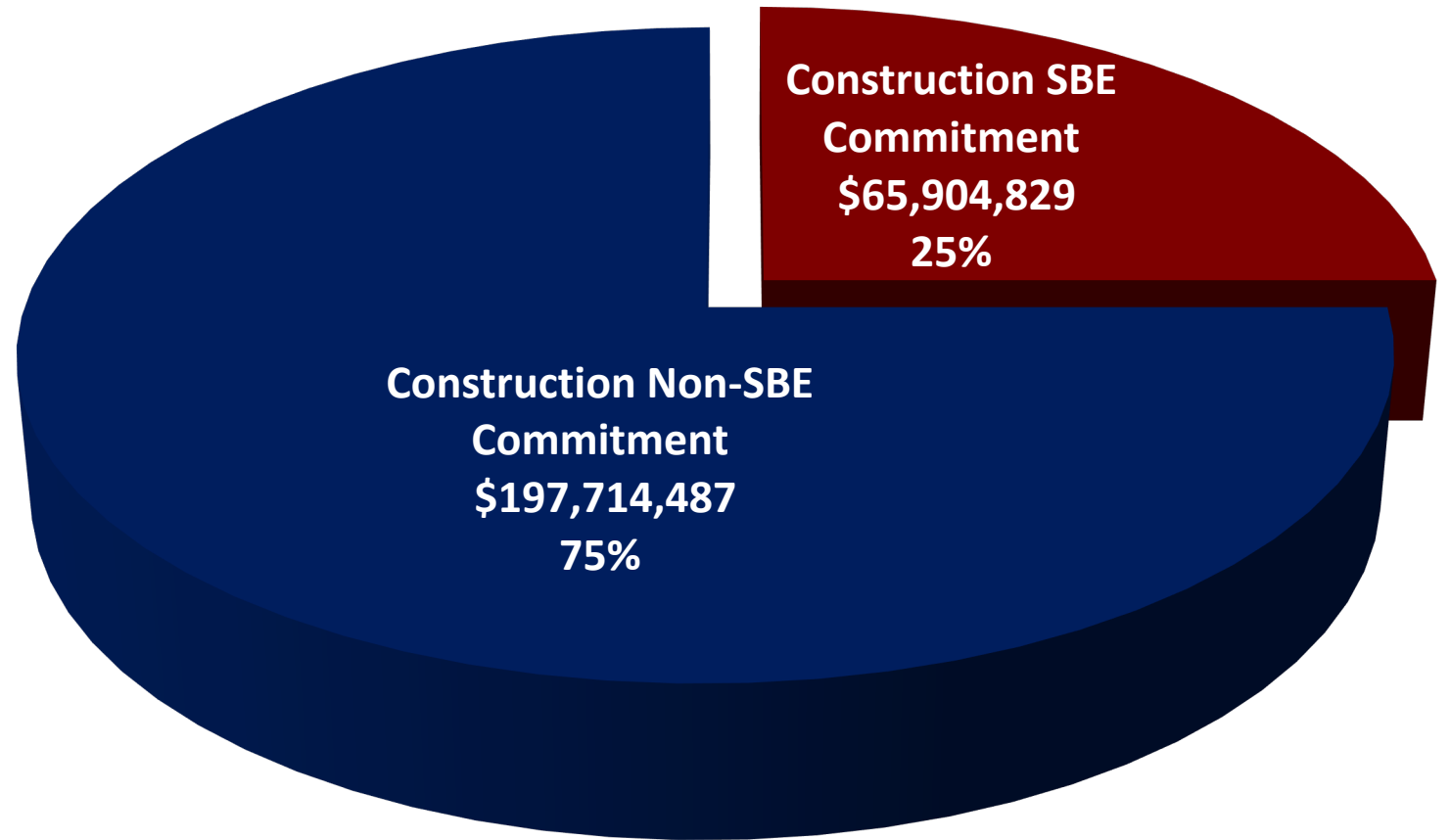


Total JOC Firms \$26,903,544



Total Construction Firms \$263,619,316

**2023 BOND
SBEP BENCHMARK
CONSTRUCTION**



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, MBE, WBE, PDBE
- 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.

- The unique entity identifier - On April 4, 2022, the unique entity identifier used across the federal government changed from the DUNS Number to the Unique Entity ID (generated by SAM.gov).

**\$1.26
BILLION**



2023 Bond Dashboard



OPPORTUNITIES

<https://fortbendisd.bonfirehub.com>

Procurement Portal

Fort Bend Independent School District

FBISD SMALL BUSINESS ENTERPRISE PROGRAM CERTIFICATION/CERTIFICATE CHECKLIST

FBISD recognizes the following certification/certificate(s):

City of Houston	SBE	MBE	WBE	PDBE
Metro	SBE			
Port of Houston Authority	SBE			
US SBA	8A			

FBISD Small Business Enterprise Program

Upcoming Events



Virtual One-on-One Meetings (visit www.fortbendisd.com/sbep to request an appointment)



Virtual Focus Group(s) (Visit www.fortbendisd.com/sbep for details)



In-Person – Workshop – April 25, 2024 – 2:00 – 4:00 PM
James Reese Career & Technical Center



Doing Business with Fort Bend ISD Purchasing Department

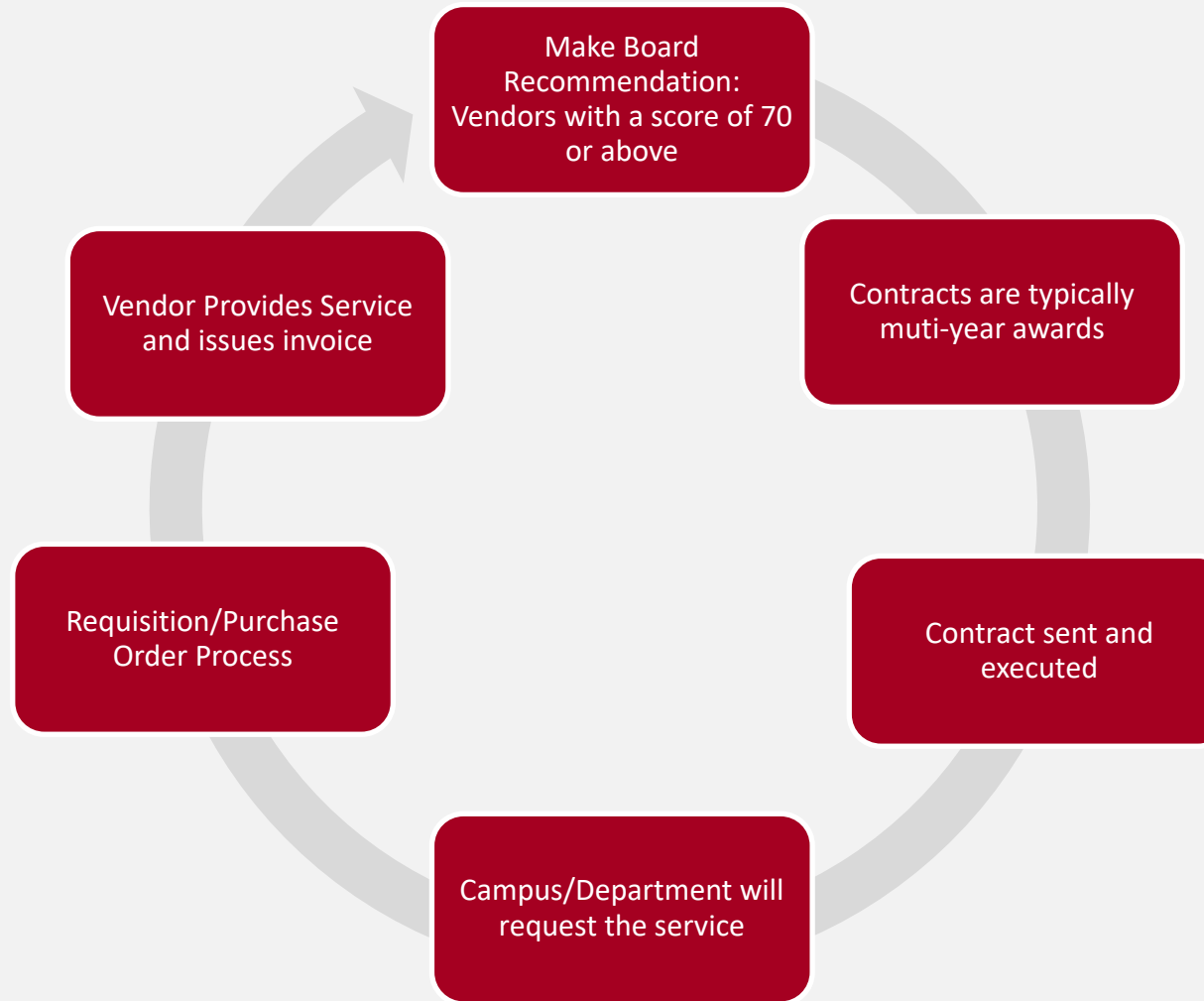
THE PURCHASING DEPARTMENT

- Assures goods and services are legally procured of the highest quality and best value for the District and reviews, processes, and maintains all Districts contracts in a timely and efficient manner.
- The Purchasing Department is committed to providing the highest possible level of customer service, accountability, and integrity.
- The purchasing processes and procedures are designed to achieve three (3) goals:
 - ☐ Follow the law and Board policy on Purchasing
 - ☐ Promote efficiency in the purchasing practices
 - ☐ Achieve savings of money through proper purchasing practices.

PURCHASING PROCESS – WHY WE BID

- The District makes purchases within relevant [statutes](#) and [policies](#): State Statute requirements are primarily found in the Texas Education Code 44.031, Texas Government Code 2254 and 2269
- District policies related to purchasing ([CH \(Local\)](#) & [CH \(Legal\)](#) Purchasing and Acquisition district policies can be accessed through the District website.
- Individual campuses and departments are not separate legal entities
- When determining what sort of competitive process will be required for the purchase of goods or services, the entire District's purchases are considered by the aggregate
- While working within these statutes and policies, the District's objective is to purchase the best products, materials, and services at the lowest practical prices considered the **Overall Best Value**.
- Cooperative Purchasing Agreements and/or Central Texas Purchasing Alliance (CTPA) - FBISD gives preference to the use of FBISD awarded vendors. The District only utilizes Cooperative purchasing programs such as the BuyBoard, Choice Partners and DIR and/or shares resources, including contracting opportunities with CTPA member districts when it offers the Best value to the District. **Vendors are encouraged to respond to the solicitation published by FBISD to be awarded.**

AWARD CYCLE



WHAT IS BONFIRE?

- On July 1, 2020, Fort Bend ISD transitioned to Bonfire Electronic bidding system to manage vendors & distribute and receive solicitations electronically. Existing and potential suppliers wishing to do business with Fort Bend ISD must register within the electronic bidding system.

UPDATING BONFIRE PROFILES

- To ensure that you are receiving the appropriate information, please make sure your existing Bonfire vendor registration has been filled out completely. As a vendor, you are responsible for maintaining an accurate Bonfire vendor record.
- The vendor record should outline the appropriate contact person, contact person e-mail address, and commodity codes for receipt of bid opportunities. **Vendors will only receive bidding opportunities for commodity codes selected during the registration process.**

BECOMING AN AWARDED VENDOR

1. Attend the vendor workshop to know how to do business with the district. (Optional)
2. Register on FBISD e-bidding system Bonfire to receive notifications of upcoming solicitations.
3. Regularly visit the FBISD e-bidding system (Bonfire) to view open opportunities
4. Attend Pre-Proposal or Pre-Qualifications meetings
5. Respond to the solicitations
6. Meet all the requirements of the solicitation
7. Recommended vendor(s) will be approved by the FBISD Board of Trustees
8. Execute a Goods or Service Agreement with the District
9. Receive a Notice of Award

RESPONDING TO A SOLICITATION

The District **DOES NOT** award the low bidder/low price.

FBISD awards the **Overall Best Value**, based on the information provided in the vendors proposal.

In awarding a contract, the District shall consider:

1. the purchase price.
2. the reputation of the vendor and of the vendor's goods or services
3. the quality of the vendor's goods or services.
4. the extent to which the goods or services meet the district's needs.
5. the vendor's past relationship with the district.
6. the total long-term cost to the district to acquire the vendor's goods or services.
7. service agreement -extent to which the vendor agrees to our Standard Form of agreement and terms and conditions.

RESPONDING TO A SOLICITATION

- ☐ Review the solicitation documents thoroughly
- ☐ Attend the Pre-Proposal meeting
- ☐ Provide all the requested information
- ☐ Provide references
- ☐ Do not redline Agreements
- ☐ Potential vendors cannot participate in determining the scope of work, strategic direction, technical specifications, or evaluation criteria of projects they are interested in submitting a solicitation response

AFTER BECOMING AN AWARDED VENDOR

- ❑ You may mail an informational letter/current flyer/packet/brochures or catalogs to the campus/department
 - Include the contract number of your award. This will immediately let the campus/department know that the District is legally able to purchase from you
- ❑ Use district-wide directory on our FBISD website. All campus/department phone numbers and physical addresses are listed on our website: www.fortbendisd.com
- ❑ Visiting campuses - **DO NOT** visit the campuses or departments without an appointment

AFTER RECEIVING AN AWARD NOTICE

PURCHASE ORDERS:

- ☐ All Purchase Orders shall include the proper Fort Bend Independent School District purchase order number
- ☐ FBISD purchase order number shall be referenced on all Invoices
- ☐ Items and/or services are to be delivered or rendered to Fort Bend Independent School District ONLY when a district approved purchase order has been received by your company. Under no circumstances, should items and/or services be provided to the District without a properly drawn District purchase order
- ☐ **VENDOR UNDERSTANDS THAT NO GOODS OR SERVICES WILL BE PROVIDED WITHOUT A DISTRICT PURCHASE ORDER. GOODS OR SERVICES PROVIDED BEFORE RECEIVING A PURCHASE ORDER WILL BE AT THE VENDOR'S OWN RISK AND WILL BE CONSIDERED A DONATION TO THE DISTRICT**
- ☐ Please inform any staff member that handles the Fort Bend Independent School District account of these procedures

IF YOU DO NOT RECEIVE AN AWARD

- * Review the bid tabulation to determine your score**
- * Request a debrief from the Buyer via email**

Bonfire: Technical Support

Procurement Portal
Fort Bend Independent School District

[Log in](#) [Open Public Opportunities](#) [Past Public Opportunities](#)

Search

Status	Ref. #	Project	Close Date	Days Left	Action
OPEN	RFP 23-024AL	Energy Conservation Consultant Services	Jan 26th 2023, 2:00 PM CST	< 1	View Opportunity
OPEN	01-26-23JB	Small Business Enterprise Program Workshop	Jan 26th 2023, 2:00 PM CST	< 1	View Opportunity
OPEN	RFQ 23-034AR	Delinquent Tax Attorney Services	Feb 15th 2023, 2:00 PM CST	21	View Opportunity
OPEN	RFP 23-039DE	Enterprise Internet and Associated Services (Admin)	Feb 20th 2023, 2:00 PM CST	26	View Opportunity
OPEN	RFP 23-004KB-03	Fine Arts Consultants and Clinicians (Supplemental)	Mar 3rd 2023, 2:00 PM CST	37	View Opportunity

[Technical Support](#) [Portal Security](#) [Terms of Service](#) [Privacy Policy](#)

Powered by **Bonfire**

For technical support, please click the 'Technical Support' link at the bottom, left side and complete the form. Bonfire will reply back via email to your question(s).

NOTE:

Bonfire minimum system requirements:

- Google Chrome (Highly Recommended)
- Mozilla Firefox
- JavaScript must be enabled
- Browser cookies must be enabled

RECAP AND NEXT STEPS

- Register in Bonfire
- Familiarize yourself with FBISD's Purchasing procedures. Know the rules and regulations the District follows.
- Watch for bidding opportunities – Monitor the Purchasing Department's web site, Bonfire, Fort Bend Herald Newspaper and/or Electronic State Business Daily (ESBD)
- Offer quality goods/services at competitive prices. Remember FBISD evaluates based on Overall Best Value.
- If you do not receive an award, find out why. Review the bid tabulation and/or request a debrief from the Buyer.

CURRENT BID OPPORTUNITIES

[Log in](#) **Open Public Opportunities** [Past Public Opportunities](#)

Search

Status	Ref. #	Project	Close Date	Days Left	Action
OPEN	01-31-24JB	Small Business Enterprise Program: Meet the Buyer Purchasing Forum (Doing Business with Fort Bend ISD)	Jan 31st 2024, 2:00 PM CST	9	View Opportunity
OPEN	RFP 22-060KB-02	Instructional Resources (Supplemental)	Feb 7th 2024, 10:00 AM CST	16	View Opportunity

PURCHASING



CONTACT US

Purchasing Department

555 Julie Rivers Dr.
Sugar Land, TX 77478

281-634-1802

Purchasing@fortbendisd.com

Office Hours

Monday – Friday
7:30am - 4:00pm

The background of the entire slide is a photograph of a classroom. In the foreground, a young Black girl with her hair in braids is focused on writing in a notebook with a purple pen. Other students are visible in the background, slightly out of focus, also working at their desks. The lighting is bright and natural, suggesting a daytime setting.

COMMITTED TO
E★cellence

**Special Education Transition Services and Small
Business Enterprise Program Partnership**

SBEP Quarterly Workshop(s) April 25, 2024



NETWORKING – OPPORTUNITY CORNER

Houston Community College – Veronica Douglas
City of Houston- Housing & Development-Karen Franklin
Greater Houston Business Procurement Forum-Milton Thibodeaux

SBEP CERTIFICATION/ENROLLMENT PROCESS

Metro Transit Authority - Shurronda Murray
Port Authority - Pedro Garcia
City of Houston - Dr. Porscha Jackson
US SBA - Jesus Gomez



F O R T B E N D I S D

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Sugar Land, TX 77479

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281-327-7697