



# FBISD SMALL BUSINESS ENTERPRISE PROGRAM

- WORKSHOP -

THURSDAY, JANARY 26, 2023

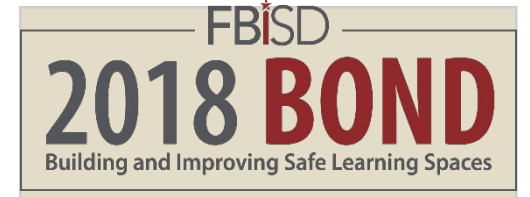
## **PURPOSE OF MEETING**

To discuss potential opportunities within the district, Bond Program 2018 Upcoming Projects, and the Small Business Enterprise Program, which was adopted by the Fort Bend ISD Board of Trustees.

# AGENDA

- ❖ **FBISD Small Business Enterprise Program - Jeanette Boleware, FBISD Small Business Coordinator**
- ❖ **FBISD Transition Services – Debra Wingard, Teacher**
- ❖ **FBISD Purchasing – Doris Emeka-Onyenwe, Assistant Director**
- ❖ **US SBA – Mark Winchester, Deputy District Director**
- ❖ **Certifications/Opportunities:**
  - **SBE Certification Process – Metro Transit Authority, Port Authority, City of Houston**
  - **Networking – Building Relationships**
  - **Break-out Sessions (Virtual Attendees)**

# SMALL BUSINESS INITIATIVE



## 2018 BOND PROGRAM

**Construction**  
Total SBE Commitment

**28**

**A/E Services**  
Total SBE Commitment

**34**

- Multiple virtual events held to educate vendors on the process.
- Participation in various small business & chamber events throughout Fort Bend County and surrounding areas.



# 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).

# Small Business Enterprise Program Requirements

- ❖ Small Business Participation Report
  - ❖ Supplier Diversity Questionnaire
  - ❖ FBISD Contractor and Subcontractor Participation Form
- 
- ❖ Small Business Commitment Section 8 Instructions
  - ❖ Small Business Participation Plan Submission

## **FBISD BONFIRE PROCUREMENT PORTAL OPPORTUNITIES**

<b>RFP 23-027ED</b>	<b>RFP Medical Plan Administration and Flexible Spending Account (FSA) Administration</b>
<b>RFP 23-016AB</b>	<b>College and Career Planning Platform</b>
<b>RFP 23-024AL</b>	<b>Energy Conservation Consultant Services</b>
<b>01-26-23JB</b>	<b>Small Business Enterprise Program Workshop</b>
<b>RFQ 23-034AR</b>	<b>Delinquent Tax Attorney Services</b>
<b>RFP 23-004KB-03</b>	<b>Fine Arts Consultants and Clinicians (Supplemental)</b>

**<https://fortbendisd.bonfirehub.com/portal/>**

**US SBA**  
**Mark Winchester**  
**Deputy District Director**





U.S. Small Business  
Administration

# Help Americans Achieve the Dream of Small Business Ownership

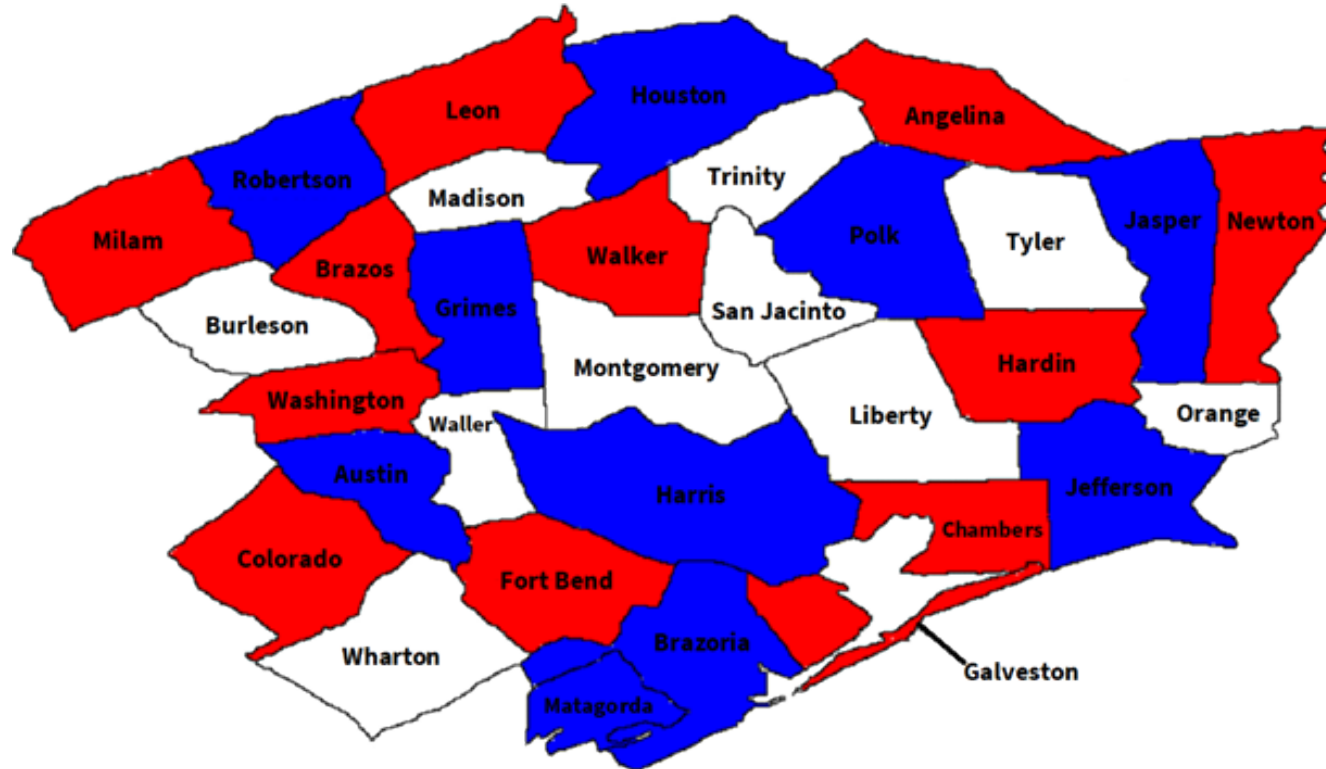


**START • GROW • EXPAND • RECOVER**

# SBA Houston District Office Footprint

## 32 Counties Around Houston

Angelina  
 Austin  
 Brazoria  
 Brazos  
 Burleson  
 Chambers  
 Colorado  
 Fort Bend  
 Galveston  
 Grimes  
 Hardin  
 Harris  
 Houston  
 Jasper  
 Jefferson  
 Leon



Liberty  
 Madison  
 Matagorda  
 Milam  
 Montgomery  
 Newton  
 Orange  
 Polk  
 Robertson  
 San Jacinto  
 Trinity  
 Tyler  
 Walker  
 Waller  
 Washington  
 Wharton

# What is a 'Small' Business?

Qualify as a small business:  
[www.sba.gov/size-standards](http://www.sba.gov/size-standards)

Size Standards Tool



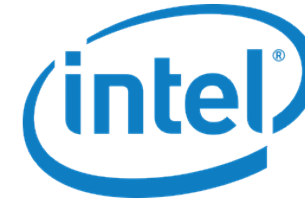
Do you qualify as a small business for government contracting purposes?

START

- Size standards vary by industry and are generally based on **the number of employees or the amount of annual revenues the business has.**
- Manufacturing or processing firm with 1,500 employees (refinery, aircraft, oil transportation, airline, delivery service).
- Service firm up to \$47M (oil/gas support, software publishing, radio/TV broadcasting, car rental, trash collection).



# Famous Brands that started with SBA Assistance!



# How does the SBA Help?

(4 C's of the SBA)

Counseling



Free business counseling

Capital



SBA guaranteed business loans

Contracting



Federal government contracting

Crisis



Home & business disaster loans

# Counseling - The SBA Resource Partner Network

Access the right tools at the right time—wherever you are



Approved and funded by the SBA



1,400+ partner offices nationwide



Find local resource partners near you at [www.SBA.gov/local-assistance](http://www.SBA.gov/local-assistance)



# Counseling - The SBA Resource Partner Network



If you are an aspiring entrepreneur or small business owner looking for:

- **Mentorship and advice** from volunteer real-world business executives—in-person or virtually
- **Search** mentor profiles
- **Free online workshops** and webinars



If you're an aspiring entrepreneur or small business owner looking for:

- **Free business consulting** to get started or grow
- Business Research Assistance
- **Low-cost training** on crucial topics



If you are an aspiring or current woman small business owner looking for:

- **Comprehensive training and counseling** on a variety of topics in several languages
- **Business advice** to level the playing field against unique challenges or obstacles



# Counseling Impact FY22

## 29,000 BUSINESSES TRAINED AND COUNSELED THROUGH SBA RESOURCE PARTNERS

Local SBA Resource Partners include the Texas Gulf Coast Small Business Development Center Network, SCORE Houston, WBEA Women's Business Center, and the Greater Houston Women's Chamber of Commerce Women's Business Center.



### SBDC NETWORK

COUNSELED: 5,633

TRAINED: 3,608



### SCORE HOUSTON

COUNSELED: 5,957

TRAINED: 12,005



### WBEA WBC

COUNSELED: 331

TRAINED: 641



### GHWCC WBC

COUNSELED: 211

TRAINED: 663

# SBA Houston Resource Partner Contact Information

**Texas Gulf Coast  
Small Business Development  
Center (SBDC)**  
713-752-8444  
[www.sbdc.uh.edu](http://www.sbdc.uh.edu)

**SCORE Houston**  
713-487-6565  
[www.Houston.score.org](http://www.Houston.score.org)

**WBEA Women's  
Business Center (WBC)**  
713-681-9232  
[www.wbea-texas.org/wbea-wbc-  
core](http://www.wbea-texas.org/wbea-wbc-core)

**Greater Houston Women's  
Chamber Women's Business  
Center (WBC)**  
713-782-3777  
<https://ghwcc.org/entrepreneurs/>

**SBA Houston Website**  
[www.sba.gov/tx/houston](http://www.sba.gov/tx/houston)

- Sign up for email updates
- Webinar Schedule
- Resource Guide

**SBA Houston District Office**  
713-773-6500  
[Houston@sba.gov](mailto:Houston@sba.gov)  
Twitter: @SBA\_Houston  
8701 S. Gessner, Suite 1200

**SBA Contacts in your area (if not Houston):** [www.sba.gov/local-assistance](http://www.sba.gov/local-assistance)

# Capital - Need a Business Loan to Start, Grow, or Expand?



The SBA works with approved lenders to offer **microloans** and **SBA-backed loans** with:

- Start-up friendly
- Competitive terms
- Lower down payments
- Longer maturities
- Lower risk (for lenders)



# How Can an SBA-Guaranteed Loan Help You?



- Start or expand your business
- Use for leasehold improvements
- Working capital for operating expenses



- To purchase or renovate your facility
- Purchase inventory, equipment, or machinery
- Purchase land and building
- Export a product or service from the U.S.

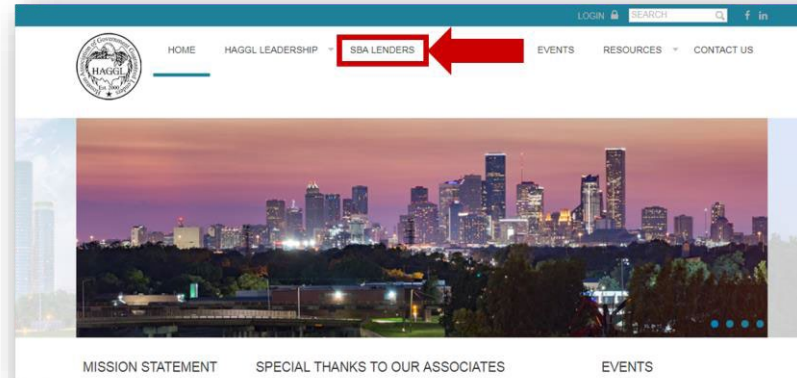


# Capital - 5 Ways to Find an SBA Approved Lender

1.



2.



5.



1. **SBA Houston Website –Lender Activity Reports** ([SBA Houston District Office Website](https://www.sba.gov/district-offices/houston)): This will give you an idea of lenders who are likely to lend in this area as they have in the past.
2. **The Houston Association of Government Guaranteed Lenders (HAGGL) Member Directory** ([www.haggl.com](http://www.haggl.com))
3. **Attend a virtual lending event:** Sign up for our Weekly SBA Houston Webinar Schedule to find out when the next lending event will be (<https://bit.ly/3iWQv1y>)
4. **Work with SBA Resource Partners:** They can help prepare business plan & financials, loan package, perfect your pitch, find a specific lender. ([Find local resources by clicking here](#))
5. **Use SBA Lender Match** ([www.sba.gov/lendermatch](http://www.sba.gov/lendermatch))

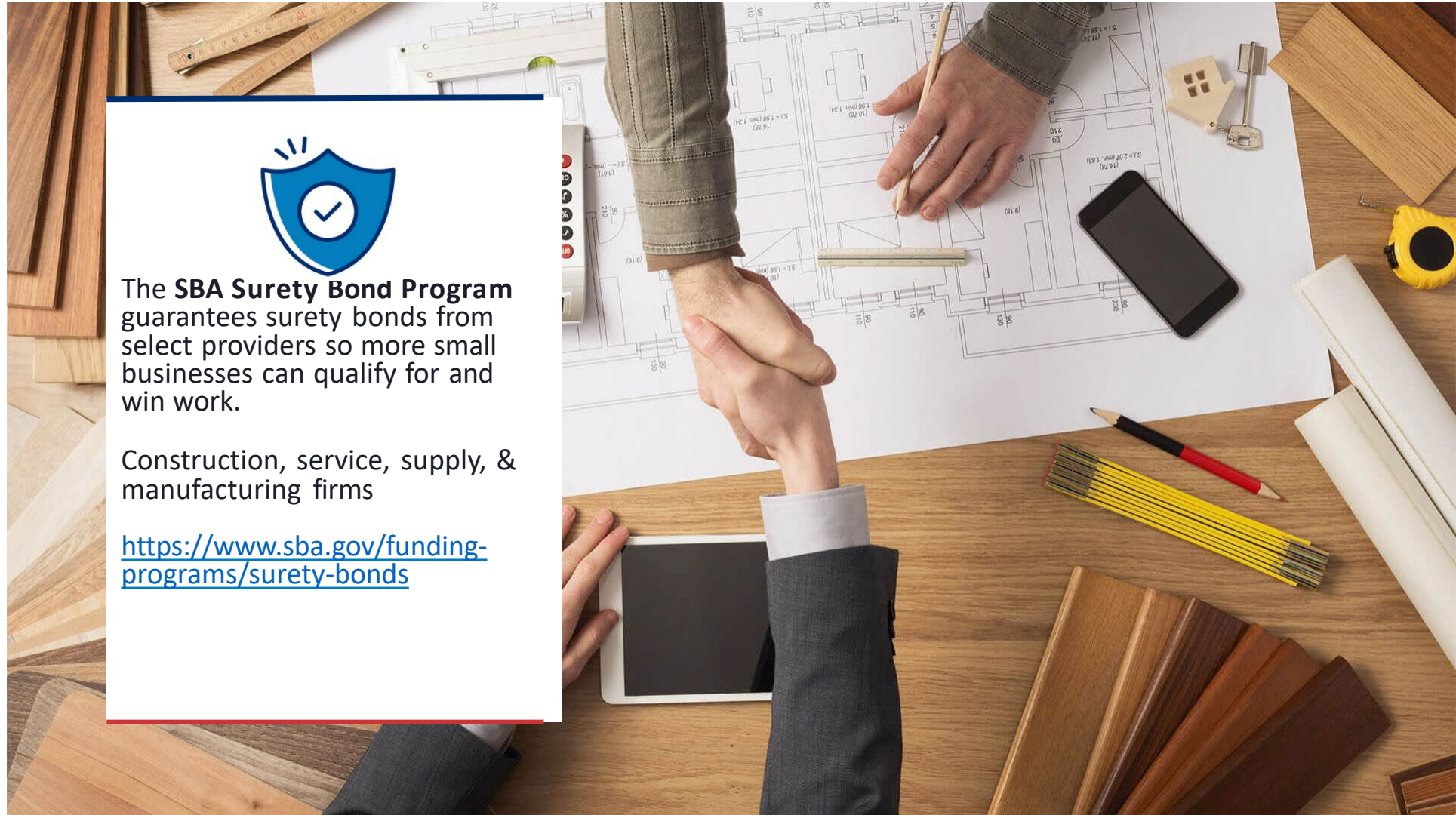
# Need to be Bonded to Bid on a Contract?



The **SBA Surety Bond Program** guarantees surety bonds from select providers so more small businesses can qualify for and win work.

Construction, service, supply, & manufacturing firms

<https://www.sba.gov/funding-programs/surety-bonds>



# Capital Impact FY22

**\$1.1 BILLION IN HOUSTON DISTRICT SBA LENDING**

## **7A LOANS**

**1,039 LOANS FOR  
\$833 MILLION**

## **504 LOANS**

**100 LOANS FOR  
\$152 MILLION**

## **MICROLOANS**

**53 MICROLOANS  
FOR \$1.3 MILLION**

## **SURETY BONDS**

**180 BONDS FOR  
\$154 MILLION**



# Fund Innovations with the SBIR-STTR Program

If you are a technology-focused small business looking to fund research and development or prototyping operations, you may qualify for **federal grants** from 11 federal agencies participating in the SBIR-STTR program.

## Key areas for funding include:

- Artificial intelligence
- Nanomaterials
- Clean energy
- Water filtration
- Education technology
- Wearable technology



Learn more and determine if SBIR-STTR is right for you at

**[SBIR.gov](https://www.sbir.gov)**

# Innovation Impact FY22

## **\$136 MILLION IN INNOVATION GRANT FUNDING IN HOUSTON DISTRICT (SBIR/STTR)**

These grants (known as SBIR/STTR) fund research and prototyping for technologies of interest to the federal government.

### **TOP AGENCY AWARDS BY DOLLARS AND UNITS**

#### **DEPARTMENT OF DEFENSE**

**\$299,844,555 | 831 Awards**

#### **DEPARTMENT OF HEALTH AND HUMAN SERVICES**

**\$155,129,239 | 255 Awards**

#### **DEPARTMENT OF ENERGY**

**\$48,186,660 | 112 Awards**

#### **NATIONAL SCIENCE FOUNDATION**

**\$29,390,239 | 110 Awards**

#### **NATIONAL AERONAUTICS AND SPACE ADMINISTRATION**

**\$24,650,587 | 71 Awards**

# Are You Ready to Consider Federal Contracting?



The world's largest customer, buying all kinds of products & services (over \$700 billion a year)



Federal agencies are required by law to provide contract opportunities to small businesses



Evaluate your readiness & learn more by visiting [SBA.gov/contracting](https://www.sba.gov/contracting)





# Qualify for Federal Contracts with Certifications



The SBA works with federal agencies to award at least 23% of all prime government contracting dollars each year to small businesses that are certified with the **SBA's contracting programs**. Programs include:

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8(a) Business  
Development  
Program

---

Historically  
Underutilized  
Business Zones  
(HUBZone) Program

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Women-Owned  
Small Business  
(WOSB) Program

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Service-Disabled  
Veteran-Owned  
Program

Learn more and determine your eligibility at  
[certify.SBA.gov](https://certify.sba.gov)

# Who Can Help?

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If you are looking to expand with government contracting, PTACs can help:

- **Determine if your business is ready** for federal contracting
  - **Help you register in the proper places** to get involved in the government marketplace
  - **See if you're eligible** for certifications
- 

# PTAC

PROCUREMENT TECHNICAL ASSISTANCE CENTER  
UNIVERSITY OF HOUSTON | BAUER

**UH Procurement Technical  
Assistance Center**

1455 West Loop South, Suite 890

Houston, TX 77002

713-752-8477

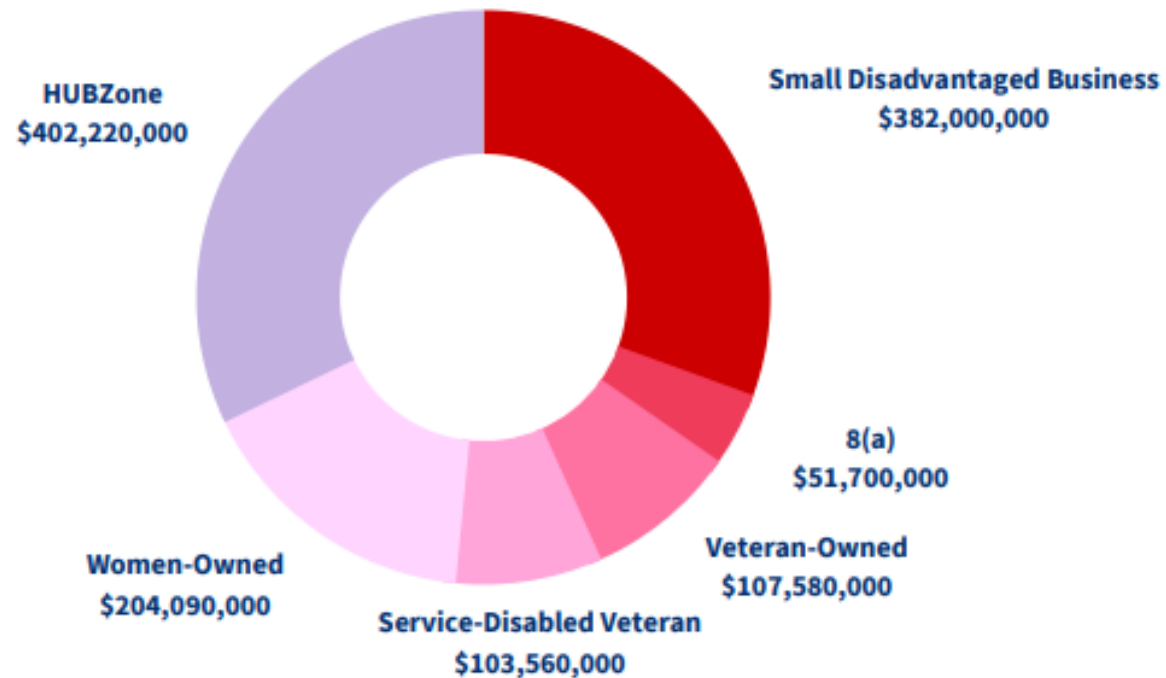
<https://www.ptac.uh.edu/>

# Contracting Impact FY22

## **\$1.47 BILLION IN FEDERAL CONTRACTING DOLLARS AWARDED TO HOUSTON DISTRICT FIRMS**

The annual goal of the federal government is to award 23% or more of federal contracts to small businesses. This includes goals for SBA's three certification programs: 5% set-aside for Women-Owned Small Businesses, 3% set-aside for HUBZone firms, and a 5% set-aside for small-disadvantaged firms, a designation which includes the 8(a) program. There is also a 3% set-aside goal for Service-Disabled Veteran-Owned Small Businesses (SDVOSB).

### **FY22 DOLLARS AWARDED TO HOUSTON DISTRICT FIRMS**



# Crisis - Disasters Happen. Prepare Your Business.



40% of all businesses that close after a disaster never reopen.\*



Businesses can protect themselves with an up-to-date plan of action.



Prepare your business & learn more by visiting [SBA.gov/prepare](https://www.sba.gov/prepare)



\*According to the National Flood Insurance Program

# Crisis - SBA Disaster Assistance Loans

- Each year, the SBA provides billions of dollars in low-interest, long-term **disaster loans** to help small businesses, homeowners, and renters recover from declared disasters.

## Loans may cover:



Real Estate



Personal Property



Economic Injury



Machinery & Equipment



Inventory



Active-Duty Military

# Connect and Stay Informed

## News and updates

### Sign up for our email alerts

Get updates with free small business tips, online training, and information on upcoming events in our area:

Email *	ZIP Code *	
<input type="text"/>	<input type="text"/>	<input type="button" value="Subscribe"/>

### Latest updates

- [Join Us to Learn More About SBA!!](#) 📄 (November 1, 2022)
- [Follow Us...on LinkedIn!!](#) 📄 (October 31, 2022)
- [Do YOU Know the Next Small Business Person of the Year?](#) 📄 (October 31, 2022)
- [Events, Webinars, and MORE!](#) 📄 (October 28, 2022)
- [I'm Certified, Now What? - November 2nd](#) 📄 (October 27, 2022)

## Presenter Contact

**Mark Winchester**

*Deputy District Director*

*U.S. Small Business Administration-Houston District Office*

**Email:** [Mark.Winchester@sba.gov](mailto:Mark.Winchester@sba.gov) | **Office:** 713-773-6508

## Houston District Office

**Subscribe to our Email Updates at** [www.sba.gov/tx/houston](http://www.sba.gov/tx/houston)

**Phone:** 713-773-6500 | **Email:** [houston@sba.gov](mailto:houston@sba.gov)



@SBA\_Houston



@SBAAHouston



**FBISD Transition Services**  
**Debra Wingard, Teacher**

# **FBISD PURCHASING**

**DORIS EMEKA-ONYENWE, INTERIM MATERIALS MANAGEMENT**

**ERICA DUPLCHAIN, ASSISTANT DIRECTOR**

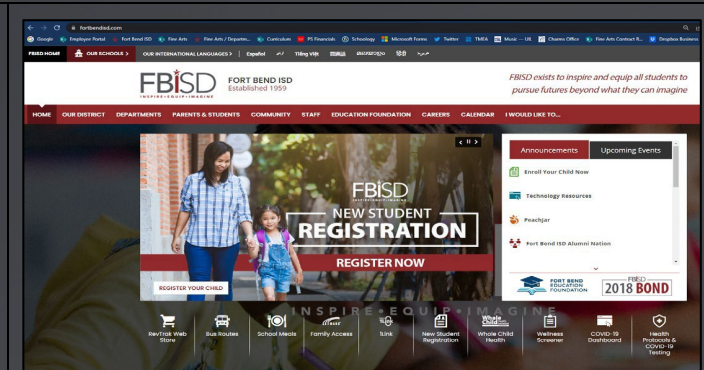
# STEP 1-3

## VENDOR REGISTRATION

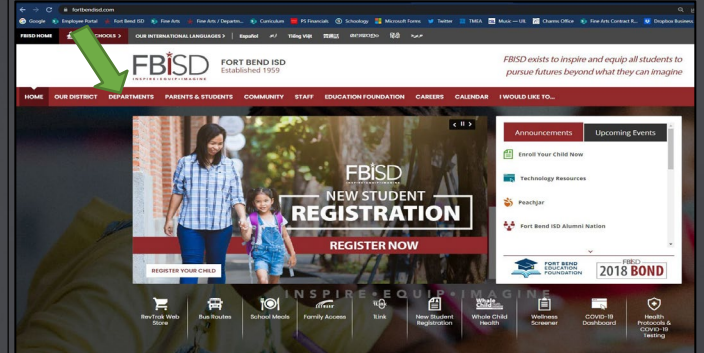
## LOGIN

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

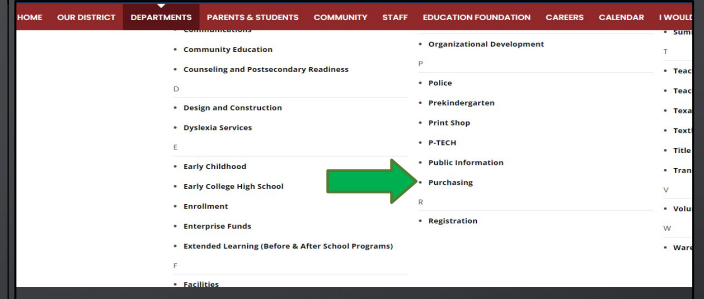
Registering in Bonfire  
Job Aid  
Fort Bend ISD  
**Step 1**  
Go to the FBISD website:  
<https://www.fortbendisd.com/>



**Step 2**  
Click on Departments  
in the Menu Bar.



**Step 3**  
On the *Departments* page, scroll  
down to the “P” section.  
Click on “Purchasing.”



## STEP 4

When you land on the *Purchasing* home page, scroll to the bottom of the page.

Click on the maroon “Vendor Registration” button.

The screenshot displays the top navigation bar of a website with the following links: DEPARTMENTS, PARENTS & STUDENTS, COMMUNITY, STAFF, EDUCATION FOUNDATION, CAREERS, CALENDAR, and I WORK. Below the navigation bar, the page content includes:


- Updating Bonfire Profiles**  
In order to ensure that you are receiving the appropriate information, please make certain your existing Bonfire vendor record has been filled out completely. As a vendor, you are responsible for maintaining an accurate Bonfire vendor record. Please [click here](#) for directions on updating your Bonfire Profile.
- Current Solicitation Opportunities**  
Please select the icon below for current FBISD solicitation opportunities
- A green circular icon with a white thumbs-up and a dollar sign, labeled "Current Solicitations".
- For additional Purchasing information please click on the icons below.**
- Three circular icons in a row:
  - A maroon icon with a white clipboard and pencil, labeled "Vendor Registration". A large green arrow points to this icon.
  - A purple icon with a white play button, labeled "Registration Video Assistance".
  - A teal icon with a white dollar sign inside a circle, labeled "Solicitations Awarded".


## STEP 5

This button will  
take you to  
*Bonfire.*

Click on “Create  
your free  
Bonfire  
account.”





 **Log in with your Bonfire Account**


Email

Password


Log in

[Forgot your password?](#)

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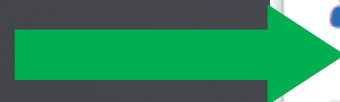
 **New Vendor Registration**  
[Create your free Bonfire account »](#)


---


 **Need Help?**  
[Contact Bonfire Support here »](#)

**Step 6**  
Complete the  
demographic  
information, provide a  
current email address,  
and enter it again.

**Press “Create Account.”**





 **Register as a Vendor**

Organization Name

The Composer's Hut

First Name

Gustav

Last Name

Mahler


Email


Direktor@WienStatsoper.au

Email (Again)

Direktor@WienStatsoper.au

Create account »

 **Log in with your Bonfire Account**  
[Show account login screen »](#)

 **Need Help?**  
[Contact Bonfire Support here »](#)



## Step 7

You will receive this message when you've created an account.

Go to your *email application* and look for the Bonfire email.



**Success!**

You'll receive an email with further instructions.

Have a question or need help using Bonfire? Email us at  
[Support@GoBonfire.com](mailto:Support@GoBonfire.com)

[« Back to Login](#)   [Contact tech support »](#)

## Step 8

In the Bonfire email,  
click on “Complete your  
registration.”

This will open a new  
window in your browser  
to complete your Bonfire  
registration.



Hello,

**You've signed up to be a Bonfire Vendor  
and need to finish registering**

To complete your registration, click below and create  
your account.

**Complete your registration »**

Have a question or need help using Bonfire? Email us at  
[Support@GoBonfire.com](mailto:Support@GoBonfire.com).

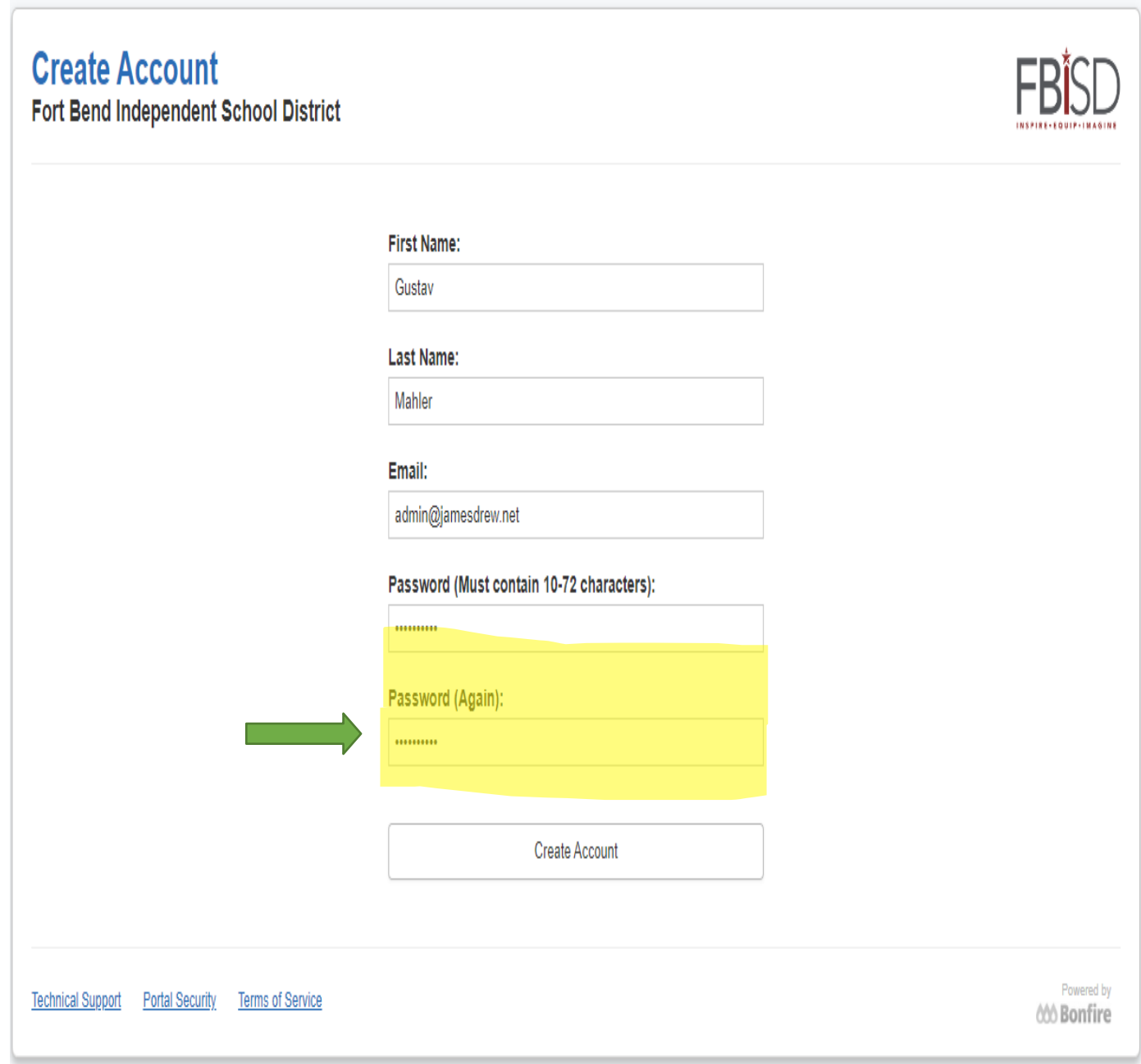
Powered by  **Bonfire**

## Step 9

In your browser window, come up with a password for Bonfire. Write it down.

Enter your password the same way twice. Click, “Create Account.”

The registration page will appear. Now we’re cooking with gas!



**Create Account**  
Fort Bend Independent School District

**First Name:**  
Gustav

**Last Name:**  
Mahler

**Email:**  
admin@jamesdrew.net

**Password (Must contain 10-72 characters):**  
\*\*\*\*\*

**Password (Again):**  
\*\*\*\*\*

Create Account

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

Powered by  
**Bonfire**

**Step 10**  
**Click on the box next to**  
**“I accept the Privacy**  
**Policy and Vendor and**  
**Submission Portal Terms**  
**of Service.”**

**Then, click on “Save**  
**and continue to Step 2:**  
**Account Information.”**

## Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

✖ Step 1: Account Confirmation

Your account with the email address admin@jamesdrew.net has been confirmed!

✖ Step 2: Account Information

Bonfire's Privacy Policy and Terms of Service were updated on Sep 8, 2020.

✖ Step 3: Documentation

☒ I accept the [Privacy Policy](#) and [Vendor and Submission Portal Terms of Service](#).

✖ Step 4: Commodity Codes

Save and continue to Step 2: Account Information »

✖ Registration Complete

# Step 11

**Profile Information: Your Vendor Name, Contact First Name, Contact Last Name, and Contact Email will be populated.**

***You must enter:***

- Address Line 1
- City
- State / Province
- Phone Number
- Postal / Zip Code
- Country

**Answer YES that your business is in Texas –**

**Do not answer any other questions about certification. Click the + sign next to *Others*. Click “Next.”**

**Step 2: Account Information**

**Profile\*** **Additional Information**

**Vendor Name\***  
The Composer's Hut

**Address Line 1\***  
30 Ringstrasse

**Address Line 2**

**Contact First Name**  
Gustav

**Contact Last Name**  
Mahler

**Address Line 3**

**Address Line 4**

**Contact Email**  
Direktor@WienStatsoper.au

**City\***  
Vienna

**State / Province\***  
Wien

**Phone Number**  
2816341123

**Postal / Zip Code\***  
A2B 3C4

**Country\***  
Austria

**Are you certified by FBISD Board Approved Certifying Agency?**

**Vendor's Principal place of business is in the state of Texas, or employs 500 people in this state\***  
Yes

**Vendor Certification**

**Certifying Agency**

**Select Your Vendor Types\***

**Others**

**Construction**

**Professional Services**

**As defined by Government Code Ch. 2254**

**Others**

**Next →** **Save**

## Step 12

If you've filled out the Profile correctly, next to "Others" in the middle of the page will be a green "Complete" button.

Click "Save." You'll notice that you have a green checkmark next to "Step 2: Account Information" on the menu bar. Now, click on "Continue to Step 3: Documentation." Yay! We're making progress!!

### Registration

In addition to creating your account, you need to provide the following information. Please complete all of the steps below.

All information that you need to provide has been filled in. You can make additional changes to this information below. Fields that are required are denoted with a red asterisk (\*).

✔ Step 1: Account Confirmation

✔ Step 2: Account Information

❌ Step 3: Documentation

❌ Step 4: Commodity Codes

❌ Registration Complete

Profile\*

Additional Information

Based on your selected Vendor Type, please complete the following sections

Others

Complete

Save

Continue to Step 3: Documentation »



### Step 13

This is where you need access to that *W9* and *Supplier Diversity Questionnaire* you completed and saved to your desktop (I hope). If you have completed and saved them, you can upload them now.

W9:

1. Click “Upload File...”

2. Click on “Choose File” and navigate to your electronic W9.

3. Click “Upload.”

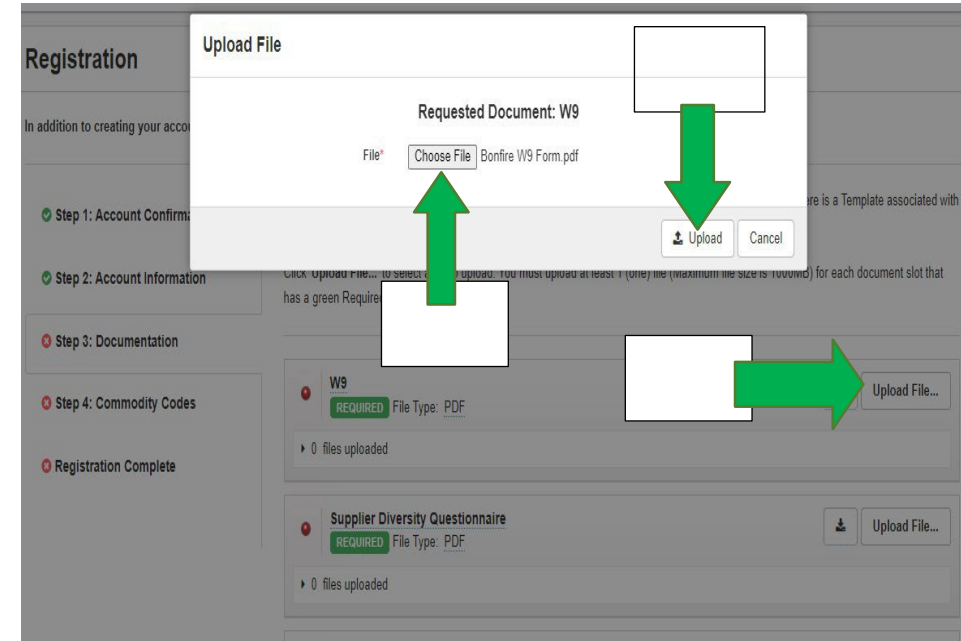
- Supplier Diversity Questionnaire:

4. Click “Upload File...”

5. Click on “Choose File” and navigate to your electronic Supplier Diversity Questionnaire.

6. Click “Upload.”

When you’ve uploaded both documents, you will have a green checkmark next to each one, as well as the “Step 3: Documentation” menu item.



## 13 b

This is where you will upload FBISD recognized certifications:

### Certification:

Click “Upload File...” Click on “Choose File” and navigate to your certification. Click “Upload.”

### Capability Statement:

Click “Upload File...” Click on “Choose File” and navigate to your electronic capability statement. Click “Upload.”

When you’ve uploaded both documents, you will have a green checkmark next to each one, as well as the “Step 3: Documentation” menu item.

The screenshot displays a web interface with two main sections. The top section is titled "SBEP Certification" with a green checkmark icon to its left. Below the title, there are two buttons: "OPTIONAL" in a green box and "NEEDS VERIFICATION" in a red box. To the right of these buttons, it says "File Type: Any". Below this section, there is a message "1 file uploaded" followed by a list of certifications: "City of Houston- SBE, MBE, WBE, PDBE; Metro – SBE; Port Authority-SBE; US SBA (8a)". The bottom section is titled "Capability Statement Document" with a yellow checkmark icon to its left. A green arrow points to the "SBEP Certification" title, and another green arrow points to the "Capability Statement Document" title.

**SBEP Certification** ←

OPTIONAL NEEDS VERIFICATION File Type: Any

► 1 file uploaded

**City of Houston- SBE, MBE, WBE, PDBE; Metro – SBE; Port Authority-SBE; US SBA (8a)**

**Capability Statement Document** ←

## Step 14

Click on “Step 4: Commodity Codes” in the menu bar.

You will enter three commodity codes here. Click on the “Code:” box and enter the following code:

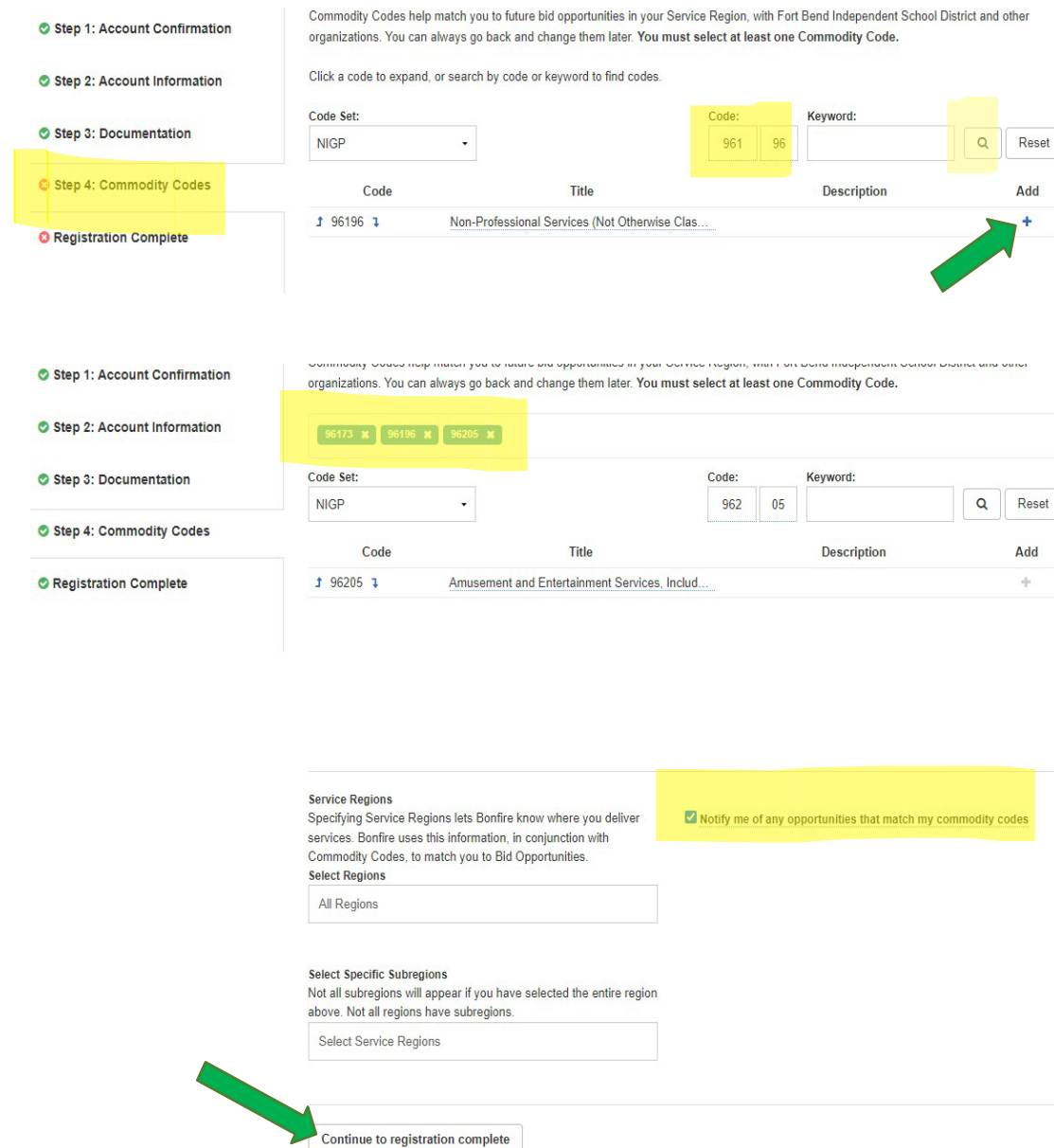
- 961 96

Click the magnifying glass (search) button. It will populate the commodity, “Non-Professional Services (Not Otherwise Classified)”. Click the + under “Add” in the last column.

*Repeat the above steps with these additional two commodity codes:*

- 961 73
- 962 05

Click on “Notify me of any opportunities that match my commodity codes.”



Commodity Codes help match you to future bid opportunities in your Service Region, with Fort Bend Independent School District and other organizations. You can always go back and change them later. You must select at least one Commodity Code.

Click a code to expand, or search by code or keyword to find codes.

Code Set: NIGP

Code: 961 96

Keyword:

Q Reset

Code	Title	Description	Add
96196	Non-Professional Services (Not Otherwise Clas...		+

Commodity Codes help match you to future bid opportunities in your Service Region, with Fort Bend Independent School District and other organizations. You can always go back and change them later. You must select at least one Commodity Code.

96173 96196 96205

Code Set: NIGP

Code: 962 05

Keyword:

Q Reset

Code	Title	Description	Add
96205	Amusement and Entertainment Services, Includ...		+

Service Regions

Specifying Service Regions lets Bonfire know where you deliver services. Bonfire uses this information, in conjunction with Commodity Codes, to match you to Bid Opportunities.

Select Regions

All Regions

Select Specific Subregions

Not all subregions will appear if you have selected the entire region above. Not all regions have subregions.

Select Service Regions

Continue to registration complete

**Step 15**  
**Congratulations! You've completed the registration process.**

**Now, wait for an email when the solicitation opens and complete the solicitation tasks.**

✔ Step 1: Account Confirmation

✔ Step 2: Account Information

✔ Step 3: Documentation

✔ Step 4: Commodity Codes

✔ Registration Complete

✔ Success!

You have completed all of the requirements to register your Vendor account for The Composer's Hut at Fort Bend Independent School District.

You can access Bid Opportunities on the [Portal](#) or by clicking [here](#).

Continue to Bonfire »

## DESIGN & CONSTRUCTION - PURCHASING & MATERIALS MANAGEMENT STAFF

- ❖ Carolina Fuzetti, Executive Director–Design & Construction
- ❖ Jeanette Boleware, Small Business Enterprise Program Coordinator
- ❖ Doris Emeka-Onyenwe, Interim Director-Materials Management
- ❖ Erica Duplechain, Assistant Director
- ❖ Kathleen Booker, Senior Construction Buyer
- ❖ Antoinette Lewis, Senior Construction Buyer



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