

Informational Item

Purchasing Department Potential Vendor Outreach Activity 2021

The Purchasing Department has taken steps to ensure potential vendors are notified of upcoming bid opportunities. Acari Management has been utilized to reach out to vendors in their network and has provided tools to complete the bidding process. Acari has provided extensive networking with Historically Underutilized Business (HUB) vendors since the bond program started and most of the suppliers they worked with are now registered in the college's e-bidding system so they receive an email notification when an opportunity matching the commodities they are registered for is issued. The Purchasing Department will also contact Acari when a large project is set to be advertised for bid in order to provide information to HUB vendors.

From January 1, 2021 through December 31, 2021, 1,600 invitations to bid have been sent out to businesses identified as HUB (827) or Small Business (773) out of a total invitation count of 4,366 or 37%. There are currently 17 vendors that have been awarded a bid that are identified as a HUB or Small Business. These include but are not limited to categories for promotional items, building renovation, and apparel items.

The Purchasing Department has also participated in the following virtual platforms:

April 28, 2021 – Collin County Governmental Purchasing Forum held its annual meet and greet event on a virtual platform and the college purchasing staff participated in this outreach event. A total of 318 vendors were registered for the event, which far exceeded the typical in-person events.

April 7 and April 13, 2021 – Collin County hosted a virtual vendor meet and greet and invited the college to participate.

In July 2021, we started posting our solicitation notices on the Texas Electronic State Business Daily website, which is the state bid notification website that goes out to thousands of vendors.

Resource:

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