

### Supplemental Letter for FY17 Annual HUB Report Agency 701

The Texas Education Agency (TEA) supports the Historically Underutilized Business (HUB) Program and is committed to maximizing the inclusion of HUB businesses as direct and indirect suppliers of goods and services to the agency. By maximizing opportunities to identify, educate, develop and utilize HUBs, TEA will advance both economic inclusion and demonstrate good fiscal stewardship. The agency's good faith efforts to broaden HUB participation included the following:

- The Agency continues to work closely with the agency's largest contractors to increase the number and percentage of HUB subcontractors in their contracts with TEA.
- Provide HUBs and potential HUBs with education and training, unique to state government contracting at HUB Forums and minority chambers across the state of Texas in order to better prepare HUBs for bidding directly or subcontracting on state government contracts.
- Provided a list of HUBs firms to prime contractors to contact potential subcontractors at the proposal conferences.
- Sponsored three Mentor-Protégé teams.
- Hosted and co-hosted several HUB Economic Opportunity Forums to provide procurement opportunities to the minority, woman-owned and service disabled veteran business community.
- Participated in business opportunity conferences, spot bid fairs, and forums sponsored by minority chambers and organizations throughout Texas.
- Facilitated HUB vendor presentations for TEA staff to increase awareness of viable HUB vendors.
- HUB staff actively participated in the HUB Discussion Workgroup (HDW) which is comprised of Purchasers and HUB Coordinators from state agencies/universities throughout Texas.
- Developed reporting procedures and provided training for prime contractors for inclusion of second and third tier HUB subcontractors in TEA contracts.
- Conducted outreach seeking HUB brokers for the Texas Permanent School Fund Division.
- Updated the Agency website to provide enhanced Procurement and HUB Office program information
  
- Developed HUB Office Desk Procedures handbook.

TEA's efforts to include Historically Underutilized Businesses (HUBs) in the procurement process remains diligent, the agency continues to face challenges finding educational related firms on the HUB database. The HUB Office will maintain its efforts to engage in business with HUBs and provide specialized forums to recruit and certify eligible educators as HUBs. Questions regarding the agency's good faith efforts may be directed to the agency's HUB Office at (512) 463-9041.

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