



Supplemental Letter for FY 2018 Annual HUB Report for Agency #608

The Texas Department of Motor Vehicles (TxDMV) continues to aggressively support the goals and intent of the Historically Underutilized Business (HUB) program. Management and staff dedicated themselves in committing TxDMV resources to provide opportunities both direct and indirect access and communication for HUB vendors. The good-faith effort to expand HUB participation for FY18 included the following:

- TxDMV established two (2) Mentor-Protégé relationships and currently is working on one (1) other agreement.
- TxDMV attended thirty-four (34) economic forums at which HUBs and small businesses received information on doing business with the TxDMV. TxDMV spoke or led out in round table discussions at seven (7) of these forums. TxDMV encouraged and/or assist thirty-one (31) small businesses to register to be a HUB. TxDMV also assisted one large prime vendor to re-establish its CMBL relationship.
- TxDMV hosted forty-seven (47) HUBs for in-house meetings with purchasers and end-users. These meetings were to help increase their business opportunities with TxDMV. Several of these vendors were able to do business with TxDMV. TxDMV hosted five prime vendors to discuss mentoring HUB vendors. TxDMV is also working with a consortium to join several IT HUBs for work. TxDMV also corresponded via phone and e-mail directing HUB vendors on the business process with the TxDMV and other state entities.
- Hosted five (5) joint state agency/county meetings for HUBs that were coming from surrounding areas outside of Austin. This allowed the HUBs to have an increased exposure to other agencies.
- TxDMV hosted its sixth annual HUB event in April inviting HUB and prime vendors to discuss doing business with state agencies. There were sixteen mentors and 321 HUBs in attendance. Additionally, there were 73 state agencies, universities and local entities hosting booths.
- TxDMV has a program to inform HUBs of Request for Proposals (RFPs) by e-mailing the information from not only TxDMV, but other state agencies and universities. This has proved valuable because some HUBs have received awards that they would not have known about.
- TxDMV is actively participating in the HUB Discussion Group (HDW) which is comprised of state purchasers and HUB coordinators from state agencies and universities throughout the state. This group remains current of legislative HUB changes and makes recommendations to the State Comptroller's Office to strengthen the HUB program.
- TxDMV provided lists of HUBs by NIGP class and item to prime vendors for solicitations requiring HUB Subcontracting Plan.
- TxDMV utilized several new HUB vendors this fiscal year.
- TxDMV provided internal monthly HUB expenditure reports to executive management to ensure tracking of performance in a timely manner.

TxDMV remains committed to the success of its HUB program and will continue to explore every opportunity for HUB use. We will continue to work with the vendor community, minority organizations and chambers to further HUB outreach and utilization throughout the state of Texas. If I can provide any additional information or answer any questions, I can be reached by phone at (512) 465-1257 or via e-mail at david.chambers@txdmv.gov.

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