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Supplemental Letter for Fiscal Year 2018 Annual HUB Report for Agency 802

Texas Parks and Wildlife Department (TPWD) continues to be fully committed to making a good faith effort to effectively promote and increase contract participation with Historically Underutilized Businesses (HUB) in TPWD's procurement of goods and services and through subcontracting opportunities. Our good faith efforts to expand HUB participation include the following:

In coordination with the Texas Comptroller of Public Accounts (CPA) staff, TPWD established agency specific goals based on expenditures over the previous five year period. These goals are re-evaluated annually and compared with anticipated budgets to determine if the adjustments are necessary.

HUB Outreach:

- TPWD works diligently with our Memorandum of Cooperation (MOC) partners, the Texas Association of African American Chambers of Commerce (TAAACC) and the Texas Association of Mexican American Chambers of Commerce (TAMACC), in an effort to improve HUB vendor responses. The conjoined partnership is used as an educational vehicle to educate members of both organizations on "How to Do Business" with TPWD, as well as encourage obtaining a Texas HUB Certification.
• TPWD HUB Staff distributes weekly active agency solicitations to TAAACC, TAMACC and other minority/women trade organization development centers.
• TPWD participates in various state agency and minority business groups, Economic Opportunity Forums (EOF), Roundtable Discussions, One-On-One Sessions, Workshops and Enhanced Training Modules throughout the state; connecting with different vendors to assist with educational information on how to do business with our agency and discuss TPWD upcoming projects.
• TPWD HUB Staff conducts HUB Subcontracting Plan presentations at pre-bid conferences to ensure vendors understand the "Good Faith Effort" requirements of subcontracting with HUBs.
• TPWD HUB staff participate in HUB Discussion Workgroup meetings, whose mission is to promote and enhance an effective statewide HUB Program through education, networking, and proactive feed-back.
• TPWD facilitate vendor presentations in an effort to offer HUB owned companies the opportunity to introduce and discuss their products and services to the agency purchasing staff.
• In an effort to increase the number of HUB bids received, during FY2018 Annual, TPWD Purchasers solicited 12,656 HUB vendors from both the Centralized Master Bidders List (CMBL) and certified HUB vendor listing at the CPA's website, which currently consist of approximately 13,348 HUB firms. In return, TPWD received 595 bid responses from HUB vendors.

For additional information, please contact Tammy Dunham, HUB Coordinator/Purchasing and Contracting Director, at (512) 389-4752 or by email at tammy.dunham@tpwd.texas.gov.

Sincerely,
[Carter Smith Signature]
Carter Smith
Executive Director

CS:td

cc: Ms. Tammy Dunham