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### **Supplemental Letter to the FY 2019 Semi-Annual HUB Report for Agency 303**

The Texas Facilities Commission (TFC) remains committed to increasing economic opportunities for Historically Underutilized Businesses (HUB). The following outreach and good faith efforts were made during FY 2019:

**HUB Forums-** Provided information about TFC's procurement opportunities while participating in **nine (9)** Economic Opportunity Forums (EOF). These included:

- Annual Conference-Texas Association of Mexican American Chamber of Commerce (TAMACC), San Marcos, TX
- 18<sup>th</sup> Annual Conference-Texas Association of African American Chambers of Commerce (TAAACC), San Antonio, TX
- Procurement Business Matchmaking by UTSA PTAC in Austin, TX
- Annual Statewide HUB Procurement Connect Seminar & Expo in Austin, TX
- Connect Forum- Greater Austin Asian Chamber, Austin, TX
- 18th Annual Bexar County Small, Minority, Women and Veterans Business Conference in San Antonio, TX
- Governor's Small Business Forum, San Antonio, TX
- Connect Forum- Greater Austin Asian Chamber, Austin, TX
- Texas MBE Public Policy Day, Austin, TX
- Leadership Conference: Culture Matters by Associated Builders and Contractors, Austin, TX

**HUB Certifications-** Assisted **four (4)** vendors in obtaining HUB certification through Statewide HUB Program.

**HUB Vendors Assistance-** Conducted **fifty-two (52)** one-on-one consultations with HUB vendors on Doing Business with TFC.

**HUB Education and Training-** To increase HUB participation TFC has developed opportunities to educate HUBs on upcoming procurement opportunities and knowledge of HUB rules, policies and procedures.

- Attends HUB Discussion Work Group (HDWG) meetings. Collaborating with other state agencies thru HDWG and the Texas Assn. of African American/Mexican American Chamber of Commerce (TAAACC/TAMACC) via the Memorandums of Cooperation.
- Attended pre-solicitation submittal conferences to educate vendors about HUB subcontracting requirements.
- Partnered with General Contractors to conduct **four (4)** Meet and Greet events for TFC upcoming projects.
- Conducted **four (4)** targeted outreach and training events for TFC upcoming projects.
- Partnered up with Procurement & Technical Assistance Centers (San Antonio) to present "How to Do Business with TFC"

TFC further supplemented the semi-annual report with additional contracting dollars after analyzing a treasury report requested from the Comptroller. Since HUB outreach and compliance services are performed when managing construction projects for client agencies, inclusion of the associated contract dollars is in the reported data.

Sincerely,

A handwritten signature in blue ink that reads "Mike Novak". The signature is stylized and includes a long horizontal flourish extending to the right.

Michael Novak  
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**Texas Facilities Commission**

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★ Planning and administering facilities in service to the State of Texas ★