



TEXAS GENERAL LAND OFFICE
COMMISSIONER DAWN BUCKINGHAM, M.D.

305 - Fiscal 2023 Annual HUB Report Supplemental Letter

The General Land Office (GLO) made the following good faith efforts towards increasing economic opportunities for Historically Underutilized Businesses (HUBs) during FY24 Semi-Annual Reporting Period:

Outreach

- The GLO attended Advocacy Group Meetings, HUB Discussion Work Group meetings, and various HUB events.
- Agency HUB staff hosted pre-proposal conferences, solicitation kick-off meetings, and one-on-one vendor meetings with vendors promoting GLO's HUB program and agency contracting opportunities.
- HUB staff actively participate in HUB Discussing Workgroup meetings composed of state purchasers and HUB Coordinators to gain knowledge of HUB rules, networking and provide proactive feedback.
- HUB staff facilitates potential vendor presentations to give vendors and opportunity to introduce and showcase their products and services to GLO staff.
- HUB team notifies major Texas Chambers once a new solicitation is posted to the Electronic State Business Daily (ESBD) in an effort to increase HUB participation.

HUB Subcontracting

- HUB Subcontracting Plan compliance has increased in combination with HUB staff emailing prime contractor's a list of responsibilities for reporting monthly HUB expenditures and offering HSP "courtesy" reviews.
- HUB staff conducts HUB Subcontracting Plan presentations at pre-proposal conferences to provide potential prime contractors an overview of how to complete a HUB subcontracting plan.
- The HUB staff conducts Post Award meetings to outline the contractor's HUB requirements throughout the term of the contract.
- HUB staff attends GLO's Procurement kick-off meetings to review solicitations with an expected value of \$100,000, or more to identify HUB subcontracting opportunities.

Additional Information

- The HUB program "Doing Business with GLO" webpage, provides vendors with resources, calendars of upcoming events and helpful HUB related documents as well as helpful procurement information.
- The HUB team holds virtual Pre-Solicitation trainings targeting specific solicitations. Vendors are provided information on the Mentor Protégé Program, tips for writing a winning proposal, how to complete a HUB Subcontracting Plan and searching for HUBs on the Centralized Master Bidders List.

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