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Nandita Berry
Secretary of State

Supplemental Summary for FY 2014 Annual HUB Report for Agency 307

The Office of the Secretary of State is committed to making a good faith effort to increase economic opportunities for Historically Underutilized Businesses (HUBs). Our purchasing procedures and actions demonstrate our commitment to promote HUB participation in the agency's purchasing and contracting functions.

Although competitively advertised, two contracts totaling $15,680,827.00 were awarded to non-HUBs, PCC Technology Group and Burson-Marsteller, for the redevelopment of a statewide voter registration system and advertising to educate Texans of the voting process. Both contracts are federally funded and mandated in accordance with the Help America Vote Act of 2002 ("HAVA") to educate and train Texans on the voting and election process in Texas. During the term of these contracts, the resulting payments to HUB subcontractors is projected to be $4,626,119.00.

Our agency is committed to promoting HUB participation in the agency's purchasing and contracting functions. Our out-reach efforts include:

- Encourage HUB vendors to register on the Centralized Master Bidders List and assist HUB vendors in becoming HUB certified;
- Seek HUB vendors for agency procurements, whenever possible;
- Utilize HUB vendors on non-competitive spot purchases of $5,000 or less, whenever possible;
- Monitor contractors to insure receipt of monthly HUB Subcontracting Plan Progress Assessment Reports;
- Counsel with contractors if their HUB Subcontracting Plan goals are not being met with subcontractors;
- Attend HUB related meetings to network with other state agencies and share ideas and recommendations regarding HUB vendors;
- Participate in economic opportunity forums in an effort to network with HUBs and other buyers to further business opportunities for HUBs.

In fiscal year 2013 the Secretary of State spent 42.30% of its total procurement funds with HUB businesses. We strive to meet or exceed the statewide HUB goals, although some DIR and CPA statewide contracts do not offer HUB contractors.

The Office of the Secretary of State will continue to seek ways to increase its future procurement opportunities and contract awards to HUB businesses.

Sincerely,

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