



TEXAS JUVENILE JUSTICE DEPARTMENT

Supplemental Letter for Fiscal Year 2014 Semi-Annual HUB Report for Agency 644

The Texas Juvenile Justice Department (TJJD) recognizes the importance of the Historically Underutilized Business (HUB) Program. TJJD is committed to providing the maximum opportunity to Historically Under Utilized Business through a good faith effort of effectively promoting economic opportunities to HUB businesses. TJJD is pleased to report the following activities that demonstrate our good faith effort for the period September 1, 2013 – February 28, 2014:

- Active member of the *HUB Discussion Workgroup* and *SACC/Purchasing Subcommittee*; actively participating in the ongoing monthly meetings, gaining knowledge of HUB rules, HUB events, and facilitating dissemination HUB information designed to increase HUB opportunity and participation.
- Participated in the Texas Association of African American Chambers of Commerce 13th Annual Conference at the Crowne Plaza Hotel, Austin, TX on September 26 – 28, 2013. Met with various HUB vendors and discussed business opportunities.
- Participated in the 2013 Business Opportunity Marketplace Expo on October 1-2, 2013 sponsored by the Houston Minority Supplier Development Council at the George R. Brown Convention Center, Houston, TX. Made contact with sixteen HUB vendors providing them information about doing business with our agency.
- Participated in the 2013 Texas Association of Mexican American Chamber of Commerce at the Westin Galleria, Houston, TX on October 2-4, 2013. Met with nineteen HUB vendors and discussed business opportunities.
- Attended the 2nd Annual IDEA Conference held on October 16, 2013 at the Tri-Point YMCA, San Antonio, TX. Network with several vendors to discuss how to do business with the State of Texas.
- Attended the “Meet-the-Prime” sponsored by the Texas Facilities Commission at the William B. Travis Bldg., Austin, TX on January 6, 2014. The Director of Construction for TJJD met and discussed several construction opportunities with HUB vendors.
- Participated as an exhibitor at the 2014 Procurement Connection EXPO Sponsored by the Golden Triangle Minority Business Council held at the Ford Park Event Center, Beaumont, TX. Made contact with twenty-three HUB vendors providing them information about doing business with our agency.
- Conducted regular Quarterly Procurement Training for agency procurement staff that included specific training on HUB procedures, participation in HUB activities, and discussions on progress toward meeting HUB goals.
- The Agency prepares and distributes information on procurement procedures to HUBs in a manner that encourages participation in state contracts by all businesses (TAC, Title 34, Part 1, Subchapter B, rule 20.13).
- Meets with and provides direct, hands on, guidance to interested HUBs seeking information regarding opportunities with TJJD. For HUB’s wanting additional assistance, we provide one-on-one information sessions related to participation in other statewide opportunities for HUB businesses.

The Texas Juvenile Justice Department supports the State of Texas HUB Program and will continue to be proactive in increasing HUB participation through good faith efforts. Should questions arise relating to this information, please contact Kenneth I. Ming, CPPB, CTCM, CTPM, Director of Business Operations and Contracts at (512) 490-7261 or email kenneth.i.ming@tjjd.texas.gov.

A handwritten signature in blue ink, appearing to read "Kenneth I. Ming".

Kenneth Ming, Agency HUB Coordinator/Director of Business Operations & Contracts