



## TEXAS DEPARTMENT OF AGRICULTURE COMMISSIONER SID MILLER

### **Supplemental Letter for FY 2015 Annual HUB Report Agency Number - 551**

The Texas Department of Agriculture (TDA) is committed to creating a level playing field on which Historically Underutilized Businesses (HUBs) can compete fairly and participate in the performance of contracts and subcontracts relating to all of the Department's procurement activities.

TDA assessed the success of its HUB program in meeting state goals, and determined that a designated staff person was essential to building a high performing program in accordance with Texas Government Code, Sections §2161.181-182 and Title 34, Chapter 20, Subchapter B, §20.14(d)(1)(D)(iii) of the Texas Administrative Code.

Responsibility for developing, implementing, monitoring and evaluating TDA's HUB program is assigned to the new Director of HUB/MWBE Programs hired on August 3, 2015. The director will be responsible for both the state HUB program and federal grant WMBE requirements.

The data contained in the FY 2015 annual report submission may not be a comprehensive report of the total expenditures with HUB and Non-HUB subcontractors. This was a result of insufficient tracking mechanisms to capture subcontracting participation on all TDA contracts. The subcontracting information could not be created by the annual report submission deadline. That process has now been corrected.

TDA leadership understands that the HUB program must be an agency-wide commitment in order to be successful. The HUB program has been given additional support and access to resources to ensure that the required reports are reflective of the full measure of program performance.

TDA has participated in the following HUB outreach events and meetings since January 2015:

- Exhibited at Senator West's Spot Bid Fair in Irving spending a total of \$178, 106.85 with HUB companies. Ranking the agency as one of the top three exhibitors spending the most with HUBs at the event;
- Exhibited at the Procurement Connection Seminar and Expo hosted by the Statewide HUB Program;
- Exhibited at the Texas Lottery Commission 2015 HUB Forum;
- Exhibited at TXDOT DBE/SBE Vendor Fair;
- Exhibited at the 14<sup>th</sup> Annual TRS HUB Show;
- Actively, participated in HUB Discussion Workgroup meetings throughout the fiscal year;
- Hosted HUB vendor meetings to provide information on TDA's procurement process and potential contracting opportunities with the agency; and
- Began internal training of the HUB program to prepare the agency for upcoming HUB forums.

TDA will continue work to keep HUB participation a priority. Should you have any questions regarding the agency's good faith efforts, please contact our HUB Director, Dinita Caldwell, at (512) 463-8496 or via e-mail at [HUB@texasagriculture.gov](mailto:HUB@texasagriculture.gov).