



TEXAS DEPARTMENT OF INFORMATION RESOURCES

P.O. Box 13564 ♦ Austin, TX 78711-3564 ♦ www.dir.texas.gov

Tel: (512) 475-4700 ♦ Fax: (512) 475-4759

Supplemental Letter for FY 2013 Annual HUB Report Agency 313

The Department of Information Resources' (DIR) HUB Program has a dual role of increasing HUB participation through DIR internal procurement and the Technology Sourcing Office (TSO) Contracts Program (external contracts). DIR's good faith efforts to ensure continued HUB participation during FY 2013 included the following in accordance with 34 Texas Administrative Code §20.13:

- Increased HUB participation through the statewide Technology Sourcing Office (TSO) contracts and for DIR's internal agency purchases;
- Reviewed all Request For Offers (RFOs) solicitations with an expected value of \$100,000 or more to determine the probability of HUB subcontracting, prior to releasing RFO solicitation documents;
- Participated in vendor orientations to educate bidders about the agency's HUB policy and HSP requirements;
- Participated in meetings of the HUB Discussion Workgroup Committee with other state agency HUB Coordinators and the Texas Comptroller of Public Accounts. The committee provides ideas and increases knowledge for in-reach and outreach efforts; including legislative updates on the state HUB Program;
- Verified documentation for DIR's ten Mentor Protégé relationships established in accordance with 34 Texas Administrative Code §20.28 and conducted quarterly meetings with mentors and protégés;
- Conducted one-on-one training for Procurement and internal staff;
- Participated in twelve Economic Opportunity Forums (EOFs) and HUB outreach events throughout the state as a sponsor, co-sponsor, exhibitor and/or presenter to provide bid opportunities, training and information about the agency's procurements;
- Co-sponsored the 2013 Procurement Connection Seminar and Expo on August, 14, 2013 with the Comptroller's office with DIR Board member participation;
- Communicated and provided updates on the HUB program to DIR's Board, Executive Director and executive management;
- DIR Board established the HUB and Cooperative Contracts Board Subcommittee; inaugural subcommittee meeting held in August 2013;
- Conducted 15 outreach opportunities for vendors regarding the DIR HUB program and subcontracting opportunities;
- Certified HUB expenditures in non-reportable object codes is \$23,947,448.17;
- Over 28.9% of the \$461.55 million spent by state agencies, local governmental entities, K-2, higher education and assistance organizations in fiscal year 2013 (as of July 2013) through the statewide cooperative contracts went to HUB vendors;
- Offered 324 contracts through HUB prime vendors. Additional contract opportunities were available through 371 HUB resellers and 335 subcontractors.

DIR is committed to the State of Texas HUB Program and will continue to work to increase HUB participation. Should you have any questions regarding the agency's program, please contact one of our HUB Coordinators, Lisa Maldonado at 512-463-5662 or Lynn Sanchez at 512-463-9813.

Sincerely,

Karen Robinson
Executive Director
Texas Department of Information Resources