



## **Supplemental Summary for Annual FY 13 HUB Report for Agency 714**

The University of Texas at Arlington (UT Arlington) HUB participation for the FY 13 annual report is 21.26% with \$24,705,557 in HUB spend. This means that almost one out of every five dollars the university spends goes to a HUB and demonstrates our commitment to making a good faith effort to increase purchases and contracts awarded to Historically Underutilized Business (HUB) firms and to insure a full and equal opportunity to provide goods and services for the university.

Throughout September, October, November and December, the HUB Director organized, coordinated and publicized the campus wide HUB vendor fair. Marketed as a HUB Roundup, forty-five (45) HUB vendors participated in the event in early December. Attended by 315 members of the faculty and staff, this event had the largest attendance of any HUB event in recent years. The purpose of this event is to introduce university personnel to the vast variety of HUB firms, and the goods and services that are available to the campus.

UT Arlington's Director of the HUB Program maintains an aggressive outreach program through participation in associations. Especially important events included the Tarrant County Small Business Conference sponsored by Tarrant County Commissioner Andy Nguyen and a HUB certification workshop with the Oak Cliff Chamber of Commerce. As a result of the certification workshop the HUB director worked with one member for certification and became acquainted with the publisher of the Dallas Enquirer's college guide. This is a publication that advertises colleges and seeks recruitment by minorities. By advertising in the publication, colleges are given an equal amount of space to promote their university.

Many higher education institutions, such as UT Dallas, Texas A & M, and UNT advertise in the publication but UT Arlington did not. The HUB Director made an appointment with University Communications to acquaint them with the opportunity that existed. They were very interested, had not been aware of the media outlet and wanted to participate in the future.

The HUB Director is given the opportunity to speak at monthly New Employee Orientations to acquaint new hires with the importance of the HUB program. She also participates in pre-bid conferences by supplying sources of HUBs to be contacted for HUB Subcontracting Plans and outreach. Conferences are held with buyers and contractors to identify potential HUBs to serve as subcontractors. Two one and one half hour HUB trainings were given for buyers during spring 2013. Hopeton Hay, Director of HUB Development for UT System was a feature speaker at the first training. Throughout each month conferences are held with persons wishing to be HUB certified and wanting to learn of outlets for bid opportunities.

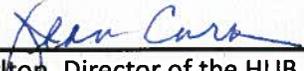
By working with a newly HUB certified African American firm, the HUB Director was given the opportunity to speak to the Fort Worth Metropolitan Black Chamber of Commerce. The group was later invited onto campus to tour our new College Park facilities and then met with Facilities Management personnel regarding bid opportunities. During the 2013 summer, two outreach programs were conducted with Cross Timbers Procurement Center attracting 150 participants wanting to learn how to do business with UT Arlington and Facilities Management.

The Director of the HUB Program called on many minority organizations during FY 13. Among these were the Fort Worth Metropolitan Black Chamber of Commerce, Fort Worth Hispanic Chamber of Commerce, Grand Prairie Hispanic Chamber of Commerce, US Pan Asian Chamber of Commerce, DFW Hispanic Chamber of Commerce, Dallas Asian American Chamber of Commerce and the Minority Business Development Agency.

The University of Texas at Arlington entered into a contract for electricity supply and services with a beginning date of December 1, 2011 with the Texas General Land Office, Cavallo Energy Texas. A Texas state certified HUB is the subcontractor on this contract. For the period September 1, 2012 through August 31, 2013, UT Arlington paid \$6,778,549 for this contract, of which \$5,134,727 is for energy and ancillary services provided by Cavallo Energy Texas. Realizing that energy costs are non-reportable, we still want to mention this spend. We also spent \$119,752 with the HUB Corporate Travel during FY 13. This is also non-reportable but worthy of mention.

The UT Arlington HUB Program Director has served on the Board of Directors for the American Indian Chamber of Commerce and is currently on the Board of the US Pan Asian Chamber of Commerce while continuing to participate in The Texas University HUB Coordinators Alliance (TUHCA). She has completed all the continuing education hours necessary to renew her Certified Texas Procurement Manager (CTPM) designation, August 2013.

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Jean Carlton, Director of the HUB Program