



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 Semi-Annual HUB Report Agency 313

KAREN W. ROBINSON
Executive Director



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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:

- Added an additional FTE to DIR's HUB Program. The HUB Coordinator's role is to increase HUB participation through the statewide Technology Sourcing Office (TSO) contracts and for DIR's internal agency purchases;
- Implemented new HUB Subcontracting Plan (HSP) forms and procedures;
- 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;
- Conducted pre-bid conferences 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;
- Participated in five 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;
- Communicated and provided updates to DIR's Board, Executive Director and executive management;
- Conducted nine outreach opportunities for vendors about the DIR HUB program and subcontracting opportunities;
- Over 29% of the \$676,356,852 spent by Texas state and local governmental entities in fiscal year 2013 through the statewide TSO or contracts went to HUB vendors;
- Offered 228 contracts through HUB prime vendors. Additionally, 189 HUB resellers were available through the contracts, for a total of 417 HUB vendors.

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 Bernadette Davis at 512-463-5712.

Sincerely,

Karen Robinson
Executive Director
Texas Department of Information Resources