



200 E. 18TH STREET, AUSTIN, TEXAS 78701 | P. O. BOX 13207, AUSTIN, TEXAS 78711-3207 | (877) 275-4377 TOLL-FREE | WWW.ERS.STATE.TX.US

### Supplemental Letter for FY2014 Annual HUB Report for Agency 327

The Employees Retirement System of Texas (ERS) is actively committed to promoting contract opportunities to certified Historically Underutilized Businesses (HUB). Below is a brief summary of ERS' "good faith efforts" in the State of Texas HUB program during the period of 9/1/2013 through 8/31/2014.

#### Participation in HUB Related Meetings and Forums:

- Managed an exhibitor booth at the "13<sup>th</sup> Annual Texas Association of African American Chambers of Commerce Conference" on September 26 through September 28, 2013 in Austin.
- Managed an exhibitor booth at the Texas Association of Mexican American Chambers of Commerce' "38<sup>th</sup> Annual Convention and Business Expo" on October 2 through October 4, 2013 in Houston.
- Participated in the "18<sup>th</sup> Annual HUB/Vendor Show" on March 12, 2014 in Huntsville, TX, sponsored by Texas Department of Criminal Justice, Sam Houston University, City of Huntsville, and Walker County.
- Managed an exhibitor booth at the "2<sup>nd</sup> Annual HUB Vendor Fair" on April 10, 2014 at the State Capital. The event was sponsored by the Texas Department of Motor Vehicles, Department of Public Safety, Texas Historical Commission, Texas Facilities Commission and the General Land Office.
- Participated in the "21<sup>st</sup> Annual HUB Vendor Fair" on April 22, 2014 in Austin, sponsored by the University of Texas System.
- Managed an exhibitor booth at the "2014 Doing Business Texas Style Spot Bid Fair" on May 12-13, 2014 in Irving, TX.
- Participated in the "DIR Connect Technology Expo" on May 29, 2014 in Austin, sponsored by the Department of Information Resources.
- Managed an exhibitor booth at the "Spark New Connections at the HUB Forum" on July 8, 2014 in Austin, sponsored by the General Land Office, the Department of Agriculture, Historical Commission, Water Development Board, and Real Estate Commission.
- Managed an exhibitor booth as a "Tier 1 Sponsor" at the "2014 Procurement Connection Seminar & Expo" on August 12, 2014 in Austin. This event was sponsored by the Texas Comptroller of Public Accounts and the Statewide HUB Program.

#### Regular HUB Outreach Activities:

- ERS regularly communicates with vendors to consider becoming certified as HUB vendors with the State of Texas. ERS directs potential HUB vendors to resources available from TPASS to help them determine whether the vendors are qualified to become certified HUB vendors.
- When requested, ERS meets with certified HUB vendors to discuss the products and/or services that vendors provide and the potential opportunities available at ERS. In addition, ERS provides assistance to HUB vendors by directing them to other State Agencies who may also be interested in the vendors' products and/or services.
- On all agency requests, ERS first contacts eligible HUB vendors to ensure that the contract opportunities are made available to them.
- On jobs requiring the informal bidding process, ERS regularly contacts more than the minimum of two (2) HUB vendors to request pricing.

The Employees Retirement System of Texas will continue our goal to increase HUB vendor participation. For additional information, or if you have any questions about ERS's efforts in the HUB program, please feel free to contact the following Purchasing Team Leader:

Christopher E. Wood  
Phone: (512) 867-7160  
Email: [chris.wood@ers.state.tx.us](mailto:chris.wood@ers.state.tx.us)

Thank you for your consideration in this matter.

Sincerely,

Mike Wheeler, CPA  
Chief Financial Officer