



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 2014 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) Cooperative Contracts Program (external contracts). DIR's good faith efforts to ensure continued HUB participation during FY 2014 included the following in accordance with 34 Texas Administrative Code §20.13:

- Increased HUB participation and awareness through the statewide Technology Sourcing Office (TSO) contracts and for DIR's internal agency purchases;
- Reviewed all Request For Offers (RFOs) issued with an expected value of \$100,000 or more to determine the probability of HUB subcontracting prior to releasing the eight (8) 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 (HDWC) with other state agency HUB coordinators and the Texas Comptroller of Public Accounts. DIR staff currently holds a position on the HDWC Board as the secretary, including the chair of the Outreach Committee. The committee provides ideas and increases knowledge for in-reach and outreach efforts; including legislative updates on the state HUB Program;
- Conducted quarterly meetings with DIR's ten Mentor Protégé relationships established in accordance with 34 Texas Administrative Code §20.28;
- Conducted an internal HUB training, "*Budgeting your HUB Dollars*", for DIR staff on February 25, 2014;
- Participated in seven (7) 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;
- Participated as a Partnering Sponsor with the Texas Comptroller of Public Accounts in the 2014 Procurement Connection Seminar & Expo in Beaumont;
- Communicated and provided monthly updates on the HUB program to DIR's Board, Executive Director and executive management;
- Conducted 56 outreach opportunities for vendors regarding the DIR HUB program and subcontracting opportunities;
- Certified HUB expenditures in non-reportable object codes is \$6,558,488.94;
- Over 37.5% of the \$292.64 million spent by state agencies, local governmental entities, K-2, higher education and assistance organizations in fiscal year 2014 (as of January 2014) through the statewide cooperative contracts went to HUB vendors;
- Offered 311 contracts through HUB prime vendors. Additional contract opportunities were available through 407 HUB resellers and 367 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, DIR
CIO State of Texas