



Texas Department of Insurance

Procurement and General Services, Mail Code 108-1A
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Supplemental Letter for FY2014 Semi-Annual HUB Report for Agency #454

The Texas Department of Insurance (TDI) is committed to including Historically Underutilized Businesses (HUBs) in its procurements by providing opportunities for both direct contracting and subcontracting. TDI's "Good Faith Efforts" to ensure continued HUB participation during the first half of FY14 included the following:

- Executed contract agreements with the Texas Association of Mexican American Chamber of Commerce (TAMACC) and the Texas Association of African American Chamber of Commerce (TAAACC).
- Actively participated in the State HUB Discussion Workgroup.
- Participated in three (3) business opportunity conferences, forums, and exhibits.
- Assisted HUB vendors with opportunities to present their products/services to TDI staff.
- Reviewed contract solicitations with an expected value of \$100,000 or more, to determine the probability of HUB subcontracting opportunities.
- Provided a list of HUBs by NIGP class and item to vendors to assist in locating potential subcontractors to respond to solicitations.
- Attended and participated in pre-solicitation conferences to introduce HUB subcontractors to prime contractors, and provided instruction on TDI's HUB policy and HUB Subcontracting Plan (HSP) requirements.
- Assisted potential respondents with the HSP process by offering reviews of draft HSPs, prior to final proposal submission.
- Met weekly with HUB Coordinator, Director of Purchasing and General Services, and agency counsel to review active contract opportunities and current contract activities.
- Met monthly with Chief of Staff to provide a report on TDI's HUB activities.

TDI faces challenges in contracts with Medical Quality Review Panel (MQRP) services, since the HUB database contains one MQRP physician. We will continue to actively pursue qualified MQRP physicians to apply for HUB certification.

The Texas Department of Insurance supports the State of Texas HUB Program and will continue to pursue HUB participation in the agency's procurement process. Questions regarding the TDI HUB Program may be directed to Sandy Williams, Manager of Purchasing and Contract Administration/HUB Coordinator, at 512-322-2236 or sandy.williams@tdi.texas.gov.

A handwritten signature in black ink, appearing to read "Mike Powers".

Mike Powers
Director, Procurement and General Services Office