



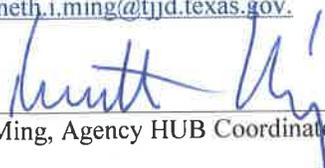
# TEXAS JUVENILE JUSTICE DEPARTMENT

## Supplemental Letter for Fiscal Year 2016 Annual HUB Report for Agency 644

The Texas Juvenile Justice Department (TJJD) recognizes the importance of the Historically Underutilized Business (HUB) Program. TJJD is committed to providing the maximum opportunity to Historically Under Utilized Business through a good faith effort of effectively promoting economic opportunities to HUB businesses. TJJD is pleased to report the following activities that demonstrate our good faith effort for the period September 1, 2015 – August 31, 2016

- Active member of the *HUB Discussion Workgroup* and *SACC/Purchasing Subcommittee*, actively participating in the ongoing monthly meetings, gaining knowledge of HUB rules, following pending legislative changes, HUB events, and dissemination HUB information designed to increase HUB opportunity and participation.
- Participated as an exhibitor in the Texas Association of African American Chambers of Commerce Annual Convention held September 25, 2015, making contact with HUB vendors and providing them with information on how to do business with TJJD.
- Participated as an exhibitor at the Department of Public Safety's Hub Vendor Fair held on October 13, 2015.
- Participated as an exhibitor at the 2015 SMWVBO Bexar County Business Conference.
- Participated as an exhibitor at the Greater Austin Asian Chamber of Commerce Connect Forum held on January 27, 2016, making contact with HUB vendors and providing them information on how to do business with TJJD.
- Participated as an exhibitor at the 15<sup>th</sup> Annual Teachers Retirement System Purchasing & HUB Connection Networking Forum.
- Participated as exhibitor at TXDMV, THC, TEA, GLO, and OCA's Marketing for Success held on 4/7/16.
- Participated as an exhibitor at the Lone Star Purchasing conference held on 4/13/16.
- Participated as an exhibitor at the ACCESS 2016" Doing Business Texas Style" held on 5/9-10/16.
- Hosted the 1<sup>st</sup> Annual TJJD HUB Vendor Fair on 6/17/16 at the headquarters of TJJD.
- Participated as an exhibitor at the HHSS HUB Outreach and Education Fair held 6/27/16.
- Participated in CPA's Procurement Connection Seminar & Expo16, held on 8/24/16 at Palmer Events Center.
- The agency also hosted 6 In-House vendor presentations with HUB Vendors Fastenal, Caprice Productions, Elumicor, MarComm and Virtuim. Vendors were invited to provide a brief presentation to procurement, contract and key agency personnel about their goods and services.
- Agency continues to maintain their co-sponsorship of the Mentor/protégé agreement with Grainger/Bull chase.
- The agency continues to assist in the development of a HUB reporting tools in CAPPs that will allow more accurate tracking and reporting of HUB information for quarterly, semi-annual and annual reporting.
- The Agency prepares and distributes information on procurement procedures to HUBs in a manner that encourages participation in state contracts by all businesses (TAC, Title 34, Part 1, Subchapter B, rule 20.13).
- Meets with and provides direct, hands on, guidance to interested HUBs seeking information regarding opportunities with TJJD. For HUBs wanting additional assistance, we provide one-on-one information sessions related to participation in other statewide opportunities for HUB businesses.

The Texas Juvenile Justice Department supports the State of Texas HUB Program and will continue to be proactive in increasing HUB participation through good faith efforts. Should questions arise relating to this information, please contact Kenneth I. Ming, CPPB, CTCM, CTPM, Business Operations and Contracts at (512) 490-7261 or email [kenneth.i.ming@tjjd.texas.gov](mailto:kenneth.i.ming@tjjd.texas.gov).

  
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