

MEMORANDUM

To: The Honorable Rick Perry
Governor, State of Texas

From: Carolyn Koski, HUB Coordinator

Date: June 25, 2012

Subject: Historically Underutilized Business (HUB) Strategic Planning Elements

As per the requirements of the Agency's Strategic Plan for Fiscal Years 2013-2017, Texas A&M University-Corpus Christi is submitting the HUB Strategic Plan Elements Report as a separate document. The report briefly addresses goals, objectives, and strategies to be accomplished within the 2013-2017 year periods.

Texas A&M University-Corpus Christi will continue its efforts to strengthen its HUB Program and work diligently to meet the university goals.

CC: The Honorable David Dewhurst, Lieutenant Governor, State of Texas
The Honorable Joe Straus, Speaker of the House of Representatives
Comptroller of Public Accounts
Legislative Reference Library
State Auditor
Sunset Advisory Commission
Governor's Office of Budget, Planning and Policy
Legislative Budget Board (1 hardcopy, 1 sent electronically)
Texas State Library Texas State Publications Clearinghouse
House Appropriations Committee
Senate Finance Committee
Department of Information Resources (sent electronically)

**TEXAS A&M UNIVERSITY – CORPUS CHRISTI (Agency 760)
HISTORICALLY UNDERUTILIZED BUSINESS (HUB)
STRATEGIC PLAN – FISCAL YEARS 2013 - 2017**

GOAL

The goal of Texas A&M University-Corpus Christi is to involve qualified HUBs and provide equal opportunity to compete in the procurement process for contracts awarded for the purchase of goods and services. The University’s HUB Program Department encourages minority businesses to become HUB certified through the State of Texas to increase exposure to solicitations for the procurement of goods and services by the university.

Objective

Texas A&M University-Corpus Christi is committed to increasing the level of HUB participation in the procurement of goods and services as per applicable laws, regulations, and executive orders related to the HUB program. Through the increase of HUB participation and diversity expansion, the university will continue to build new relationships and grow our Outreach program. The university will include HUBs in at least 30% of the total value of contracts and subcontracts awarded annually by fiscal year 2013.

Outcome Measures

	FY2010 Annual	FY2011 Annual	FY2012 Semi-Annual
Total Agency Expenditures	\$18,509,918	\$24,532,635	\$9,171,142
Total \$ Amount spent with HUBs	\$6,447,700	\$ 7,011,850	\$3,341,452
% of Total Expenditure with HUBs	34.8%	28.58%	36.43%
% of HUBs receiving awards:			
Women	60.5%	59.12%	73.16%
Black	17.2%	17.11%	12.09%
Hispanic	12.2%	14.31%	12.57%
Asian Pacific	9.26%	9.45%	2.18%
Native American	0.737%	0.0%	0.0%

Strategy

Texas A&M University–Corpus Christi will increase HUB participation in the purchase of goods, and services by initiating the following strategies to facilitate meeting the above objectives.

1. Attending Economic Opportunity Forums and other events, throughout the state, whose primary purpose is to reach out to minority businesses, which provides a varied avenue for our Outreach program. Attending these events provides interaction between our agency and vendors, informing them of upcoming bid opportunities, and educating them on how to do business with our university.
2. Assist vendors with the HUB certification and Centralized Master Bidders List (CMBL) registration process. Educate and encourage vendors to use these tools as an opportunity to help grow their business.

3. The HUB Coordinator will monitor and coordinate all projects over \$100,000.00 for any identified probable subcontracting opportunities. Monitor invoices and HUB Progress Assessment Reports to ensure that the vendor is in compliance with their submitted HSP.
4. Provide training for the campus community on a quarterly basis. Ensure that any changes to the HUB Program are provided to employees through the use of newsletters, and e-mail.
5. Update the HUB website format to provide information on the HUB program to vendors and the campus community. Provide postings of bid opportunities on the HUB website.
6. Continue to monitor expenditure reports to identify HUB vendor usage.
7. Continue to emphasize the importance of diversity in all procurement areas.
8. Submit monthly reports to President on HUB activities and expenditures.

OUTPUT MEASURES

1. Number of HUB contractors and Subcontractors Contacted for Bid Proposals

FY 10 Annual	FY 11 Annual	FY12 Semi-Annual
1565	2406	177

2. Number of HUB Contracts awarded.

FY 10 Annual	FY 11 Annual	FY12 Semi-Annual
884	720	259

3. Dollar Value of HUB Contracts and Subcontractors Awarded.

FY 10 Annual	FY 11 Annual	FY12 Semi-Annual
\$6,447,700	\$7,011,850	\$3,341,452