



554–Fiscal Year 2020 Annual HUB Report Supplemental Letter

The Texas Animal Health Commission (TAHC) is dedicated to the utilization of Texas certified Historically Underutilized Business' (HUB) in its procurement process by providing contracting opportunities directly and indirectly to HUBs. The agency promotes HUB inclusion by actively seeking HUB vendors throughout the state and encouraging prime contract vendors to extend opportunities to HUBs.

During FY20, the TAHC exceeded both the statewide and agency-specific HUB goals in all categories except for Heavy Construction and Other Services. This performance increase in these procurement categories was due to the TAHC HUB Program team assisting staff to find local HUB vendors in their respective areas across the State of Texas. The TAHC Purchasing Department has established a good rapport with various HUB vendors who are routinely contacted for non-competitive purchases. Additionally, during fiscal year 2020, the TAHC increased its performance by locating more Native American HUB vendors where historically there was zero performance and nearly doubling its performance in locating Hispanic HUB vendors. The TAHC continues to demonstrate its good faith efforts in support of the HUB Program in accordance with 34 Texas Administrative Code Rule §20.284.

During this FY20 Annual Reporting period, the TAHC HUB outreach included the following:

- Adjusted the agency HUB goals for FY20 based on historical trends;
- Developed a HUB Improvement Plan which includes additional ways to reach HUB vendors as well as training opportunities for both TAHC personnel and vendors on the agency's HUB Program;
- Participated in monthly statewide HUB Coordinators Discussion Workgroup meetings;
- Prior to the Covid-19 pandemic, the TAHC participated in Economic Opportunity Forums (EOF) and HUB related events throughout the state to share bid opportunities with the HUB vendor community;
- Followed up with HUB vendors after HUB events to extend bidding opportunities for TAHC's procurement initiatives;
- Provided information to vendors on state procurement requirements and how to do business with the TAHC through one-on-one meetings, email, and by telephone; and
- Updated the agency's external websites to provide an overall working knowledge of the HUB and Procurement programs within the agency.

The TAHC is strongly committed to the State of Texas HUB Program and will continue efforts to increase the TAHC's HUB participation as it relates to contracting and

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subcontracting opportunities. Should you have any questions regarding the agency's program, please contact Marita Washington at (512) 719-0762 or Marita.Washington@TAHC.texas.gov.

A handwritten signature in blue ink, appearing to read "Andy Schwartz, D.V.M.", written in a cursive style.

Andy Schwartz D.V.M.
Executive Director