



HISTORICALLY
UNDERUTILIZED BUSINESS
(HUB) PROGRAM



*"... building success one
victory at a time."*

<p>Does the County have its own certification process?</p>	<p>Travis County does not certify HUB vendors. However, other certifications are recognized including the State of Texas HUB, City of Austin M/WBE, and the Texas Unified Certification Program (DBE).</p>
<p>What type of assistance can a vendor expect?</p>	<p>Assistance with information on "How to do Business with Travis County." The HUB staff will assist all vendors by phone, e-mail or in person with tips, contacts for key personnel regarding specific purchases, explain the benefits of signing up with various private and governmental entities, and the "how to's" of starting a business. We also offer "How To" workshops and assist on a variety of panels.</p>
<p>How can vendors learn about County procurement opportunities?</p>	<p>All vendors are encouraged to visit the Purchasing Office website at www.traviscountytx.gov/purchasing, or register to do business with Travis County at www.bidsync.com. There is no charge to register or to respond to any solicitation posted by Travis County. You will be able to view procurement opportunities and download current bid documents.</p>
<p>How far does the HUB program reach within Travis County?</p>	<p>The HUB Program begins training internally with purchasers and end-users about the benefits of using certified HUB vendors for County purchases. Local plan rooms are provided with special delivery complimentary project manuals and plans.</p>
<p>Can vendors receive more in-depth training on specific HUB requirements?</p>	<p>Yes, the HUB Program provides requirements language in all specifications and reviews the requirements at construction pre-bids, pre-submission conferences, and pre-proposal conferences. The prime contractors are provided with specialized listings of HUB subcontractors upon request.</p>
<p>Does Travis County collaborate with other agencies and organizations?</p>	<p>Yes, the HUB Program encourages partnerships with other governmental entities and non-profits to conduct outreach initiatives. Other agencies include the City of Austin, State of Texas, South Central Texas Regional Certification Agency (SCTRCA), Capital Metro, Bexar County, Associated General Contractors, Asian Construction Trade Association, Austin Black Contractors Associations, and Greater Austin Hispanic Chamber of Commerce, just to name a few.</p>
<p>What other small business related information can vendors receive?</p>	<p>The HUB Program has a packet "We Want to do Business with You" that contains information on Travis County and other resourceful business information such as bonding and sureties, and other certifications. Packets can be picked up at County Clerks Office and Purchasing.</p>
<p>Who can I contact for general questions regarding the HUB program or doing business with Travis County?</p>	<p>The main number for the Purchasing Office at 512-854-9700 is always an option for any type of question. The HUB Program Coordinator, 512-854-4561, or either HUB Program Specialists, 512-854-9914, 512-854-4852 and they will be more than happy to assist you!</p>
<p>Noteworthy:</p> <ul style="list-style-type: none"> • The Travis County Purchasing Office distributes a newsletter semi-annually to County and local vendors. The newsletter offers business tips, internal changes and external changes, and the latest news with the Purchasing Office. • The HUB Coordinator issues a semi and annual HUB Program Utilization Report. HUB report includes subcontractor data. • The HUB Staff supports a variety of events including vendor fairs, networking events, training workshops, economic forums, bus hops, held locally and in surrounding areas. • HUB Staff provides free packets to local construction organizations and County facilities on an ongoing basis. 	<ul style="list-style-type: none"> • May 8, 2007: Travis County entered into a Memorandum of Understanding with the Texas Department of Transportation (TxDOT) to officially adopt the Disadvantaged Business Enterprise (DBE) Program to utilize on federal-aid funded projects. • Vendor surveys are done three times a year to gather feedback on how Travis County can improve the HUB Program. • A web-based tracking system referred to as the Vendor Tracking System (VTS) was purchased in FY 2006 to assist HUB staff in tracking <u>electronically</u> subcontracting payments made to all subcontractors for construction and construction related projects. • Commissioners Court commissioned a Disparity Study to be completed in January 2016