

## Historically Underutilized Business (HUB) Requirements

Agencies are required to make a good faith effort to utilize HUBs in state contracts in accordance with the goals specified in the 1996 State of Texas disparity study. These goals can be achieved through contracting directly with HUBs or indirectly through subcontracting opportunities in accordance with Texas Government Code, Chapter 2161, Subchapter F and Texas Administrative Code, Title 34 Part 1, Chapter 20, Subchapter B.

For all contracts over \$100,000, HUB subcontracting forms must be completed and returned with the bid or proposal or the proposal will be considered non-responsive as addressed in Texas Administrative Code, Title 34 Part 1, Chapter 20, Subchapter B, Rule Section 20.12(28). A sample form is included on **Appendix 1**, Exhibit A to RFP No. of this guide. Specific HUB procedures are detailed in the Texas Comptroller of Public Account's (CPA) Procurement Manual at <http://www.window.state.tx.us/procurement/pub/manual/>.