



HUB SUBCONTRACTING PLAN (HSP)

In accordance with Texas Gov't Code §2161.252, the contracting agency has determined that subcontracting opportunities are probable under this contract. Therefore, all respondents, including State of Texas certified Historically Underutilized Businesses (HUBs) must complete and submit this State of Texas HUB Subcontracting Plan (HSP) with their response to the bid requisition (solicitation).

NOTE: Responses that do not include a completed HSP shall be rejected pursuant to Texas Gov't Code §2161.252(b).

The HUB Program promotes equal business opportunities for economically disadvantaged persons to contract with the State of Texas in accordance with the goals specified in the 2009 State of Texas Disparity Study. The statewide HUB goals defined in 34 Texas Administrative Code (TAC) §20.13 are:

- **11.2 percent for heavy construction other than building contracts,**
- **21.1 percent for all building construction, including general contractors and operative builders contracts,**
- **32.7 percent for all special trade construction contracts,**
- **23.6 percent for professional services contracts,**
- **24.6 percent for all other services contracts, and**
- **21 percent for commodities contracts.**

- - Agency Special Instructions/Additional Requirements - -

In accordance with 34 TAC §20.14(d)(1)(D)(iii), a respondent (prime contractor) may demonstrate good faith effort to utilize Texas certified HUBs for its subcontracting opportunities if the total value of the respondent's subcontracts with Texas certified HUBs meets or exceeds the statewide HUB goal or the agency specific HUB goal, whichever is higher. When a respondent uses this method to demonstrate good faith effort, the respondent must identify the HUBs with which it will subcontract. If using existing contracts with Texas certified HUBs to satisfy this requirement, only contracts that have been in place for five years or less shall qualify for meeting the HUB goal. This limitation is designed to encourage vendor rotation as recommended by the 2009 Texas Disparity Study.

For assistance in completing the HSP, contact the HUB Coordinator, Bernadette Davis at bernadette.davis@dir.texas.gov.

DIR's HUB Goal for this bidding opportunity is 24.6 %

SECTION 1 RESPONDENT AND REQUISITION INFORMATION

1

a. Respondent (Company) Name:	<u>Active Reality, Inc.</u>	State of Texas VID #:	<u>1742984282000</u>
Point of Contact:	<u>Steve Parker</u>	Phone #:	<u>512-653-7665</u>
E-mail Address:	<u>sparker@activereality.com</u>	Fax #:	<u>512-480-8051</u>

b. Is your company a State of Texas certified HUB? - Yes - No

c. Requisition #: **DIR-SDD-TMP-204**

Bid Open
Date:

04-15-2013

Enter your company's name here: **Active Reality, Inc.**

Requisition #: **DIR-SDD-TMP-204**

SECTION 2 SUBCONTRACTING INTENTIONS

After dividing the contract work into reasonable lots or portions to the extent consistent with prudent industry practices, and taking into consideration the scope of work to be performed under the proposed contract, including all potential subcontracting opportunities, the respondent must determine what portions of work, including goods and services, will be subcontracted. Note: In accordance with 34 TAC §20.11., an "Subcontractor" means a person who contracts with a prime contractor to work, to supply commodities, or to contribute toward completing work for a governmental entity.

a. Check the appropriate box (Yes or No) that identifies your subcontracting intentions:

- **Yes**, I will be subcontracting portions of the contract. (If **Yes**, complete Item b, of this SECTION and continue to Item c of this SECTION.)

- **No**, I will not be subcontracting any portion of the contract, and I will be fulfilling the entire contract with my own resources. (If **No**, continue to SECTION 3 and SECTION 4.)

b. List all the portions of work (subcontracting opportunities) you will subcontract. Also, based on the total value of the contract, identify the percentages of the contract you expect to award to Texas certified HUBs, and the percentage of the contract you expect to award to vendors that are not a Texas certified HUB (i.e., Non-HUB).

Item #	Subcontracting Opportunity Description	HUBs		Non-HUBs
		Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for five (5) years or less.	Percentage of the contract expected to be subcontracted to HUBs with which you have a <u>continuous contract*</u> in place for more than five (5) years.	Percentage of the contract expected to be subcontracted to non-HUBs .
1	CPA- Class 920 Items 02,04,07,14,16,18,19,21,22,23,24,26,27,31,32,33,37,38,40,44,45,46,47	25%	0%	15%
2		%	%	%
3		%	%	%
4		%	%	%
5		%	%	%
6		%	%	%
7		%	%	%
8		%	%	%
9		%	%	%
10		%	%	%
11		%	%	%
12		%	%	%
13		%	%	%
14		%	%	%
15		%	%	%
Aggregate percentages of the contract expected to be subcontracted:		25%	0%	15%

(Note: If you have more than fifteen subcontracting opportunities, a continuation sheet is available online at <http://window.state.tx.us/procurement/prog/hub/hub-subcontracting-plan/>)

c. Check the appropriate box (Yes or No) that indicates whether you will be using only Texas certified HUBs to perform all of the subcontracting opportunities you listed in SECTION 2, Item b.

- **Yes** (If **Yes**, continue to SECTION 4 and complete an "HSP Good Faith Effort - Method A (Attachment A)" for each of the subcontracting opportunities you listed.)

- **No** (If **No**, continue to Item d, of this SECTION.)

d. Check the appropriate box (Yes or No) that indicates whether the **aggregate expected percentage** of the contract you will subcontract with Texas certified HUBs with which you have a continuous contract* in place with for five (5) years or less **meets or exceeds** the HUB goal the contracting agency identified on page 1 in the "Agency Special Instructions/Additional Requirements".

- **Yes** (If **Yes**, continue to SECTION 4 **and** complete an "HSP Good Faith Effort - Method A (Attachment A)" for **each** of the subcontracting opportunities you listed.)

- **No** (If **No**, continue to SECTION 4 **and** complete an "HSP Good Faith Effort - Method B (Attachment B)" for **each** of the subcontracting opportunities you listed.)

Enter your company's name here: Active Reality, Inc.	Requisition #: DIR-SDD-TMP-204
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SECTION 4 AFFIRMATION

As evidenced by my signature below, I affirm that I am an authorized representative of the respondent listed in SECTION 1, and that the information and supporting documentation submitted with the HSP is true and correct. Respondent understands and agrees that, if awarded any portion of the requisition:

- The respondent will provide notice as soon as practical to **all** the subcontractors (HUBs and Non-HUBs) of their selection as a subcontractor for the awarded contract. The notice must specify at a minimum the contracting agency's name and its point of contact for the contract, the contract award number, the subcontracting opportunity they (the subcontractor) will perform, the approximate dollar value of the subcontracting opportunity and the expected percentage of the total contract that the subcontracting opportunity represents. A copy of the notice required by this section must also be provided to the contracting agency's point of contact for the contract no later than ten (10) working days after the contract is awarded.
- The respondent must submit monthly compliance reports (Prime Contractor Progress Assessment Report – PAR) to the contracting agency, verifying its compliance with the HSP, including the use of and expenditures made to its subcontractors (HUBs and Non-HUBs). (The PAR is available at <http://www.window.state.tx.us/procurement/prog/hub/hub-forms/progressassessmentrpt.xls>).
- The respondent must seek approval from the contracting agency prior to making any modifications to its HSP, including the hiring of additional or different subcontractors and the termination of a subcontractor the respondent identified in its HSP. If the HSP is modified without the contracting agency's prior approval, respondent may be subject to any and all enforcement remedies available under the contract or otherwise available by law, up to and including debarment from all state contracting.
- The respondent must, upon request, allow the contracting agency to perform on-site reviews of the company's headquarters and/or work-site where services are being performed and must provide documentation regarding staffing and other resources.

Signature on file	Dianna Parker	President	04/12/2013
Signature (mm/dd/yyyy)	Printed Name	Title	Date

- REMINDER:**
- If you responded "**Yes**" to **SECTION 2, Items c or d**, you must complete an "HSP Good Faith Effort - Method A (Attachment A)" for **each** of the subcontracting opportunities you listed in SECTION 2, Item b.
 - If you responded "**No**" **SECTION 2, Items c and d**, you must complete an "HSP Good Faith Effort - Method B (Attachment B)" for **each** of the subcontracting opportunities you listed in SECTION 2, Item b.

HUB Company Solicitation Effort Sent to Four Hub Companies

To: EKHP – Response received and included in HUB Plan

-----Original Message-----

From: Steve Parker [mailto:sparker@activereality.com]
Sent: Tuesday, March 26, 2013 9:39 AM
To: Bill Peek - EKHP (bill@ekhpconsulting.com)
Subject: HUB Vendor Solicitation Notification

Dear HUB Vendor:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

Active Reality, Inc. is communicating with your firm to see if there is interest in participating with us in our response to the Texas Department of Information Resources Information Technology Staff Augmentation Contract Services (ITSAC), Request for Offer DIR-SDD-TMP-204. The purpose of this Request for Offer (RFO) is to solicit responses from vendors to provide Information Technology Staff Augmentation Contract Services. We are seeking Certified Historically Underutilized Businesses to participate with us and provide us consultants under NIGP Commodity Code 920-40 Programming Services.

The request for offer is posted at the Texas Comptroller of Public Accounts Windows on State Government, Electronic State Business Daily. The following is the URL to the RFO:

http://esbd.cpa.state.tx.us/bid_show.cfm?bidid=104841

During the term of the ITSAC contract Active Reality, Inc. will receive staffing service solicitations. We will send these to you and if you are able to respond promptly to the requirements of these solicitations, we will consider your firm in our submission. If you are interested in working with us, here is the information you will need to provide our firm:

1. An email indicating your interest in being included as one of our HUB subcontractors
2. An indication of the type of programming resources you are interested in supplying
3. The point of contact (email, name, phone number) of the person who should receive the DIR ITSAC solicitations.
4. Your Texas HUB identification number

We would need to receive your response by April 8, 2013 and will follow up with you by mid April 2013 regarding your selection and next steps. You may mail your response to me at the following email address:

Steve Parker
Active Reality, Inc.
sparker@activereality.com

Please remember your firm is subject to all of the insurance and workers compensation requirements of the State of Texas that are included in the referenced ITSAC RFO. Proof of insurance must be provided upon contract award.

We hope you will consider participating with our firm in the response to this RFO and look forward to receiving your response.

Regards,

Steve Parker
512-653-7665

To: Rhyan Technology Services – Response received and included in HUB Plan

-----Original Message-----

From: Steve Parker [mailto:sparker@activereality.com]
Sent: Tuesday, March 26, 2013 9:41 AM
To: Bill Rhyan (bill@rhyan.com)
Subject: HUB Vendor Solicitation Notification

Dear HUB Vendor:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

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2. An indication of the type of programming resources you are interested in supplying
3. The point of contact (email, name, phone number) of the person who should receive the DIR ITSAC solicitations.
4. Your Texas HUB identification number

We would need to receive your response by April 8, 2013 and will follow up with you by mid April 2013 regarding your selection and next steps. You may mail your response to me at the following email address:

Steve Parker
Active Reality, Inc.
sparker@activereality.com

Please remember your firm is subject to all of the insurance and workers compensation requirements of the State of Texas that are included in the referenced ITSAC RFO. Proof of insurance must be provided upon contract award.

We hope you will consider participating with our firm in the response to this RFO and look forward to receiving your response.

Regards,

Steve Parker
512-653-7665

To: Austin Ribbon & Computer – No Response

-----Original Message-----

From: Steve Parker [mailto:sparker@activereality.com]
Sent: Tuesday, March 26, 2013 9:47 AM
To: Ryan Grant (Ryan.Grant@arc-is.com)
Subject: HUB Vendor Solicitation Notification

Dear HUB Vendor:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

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4. Your Texas HUB identification number

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Active Reality, Inc.
sparker@activereality.com

Please remember your firm is subject to all of the insurance and workers compensation requirements of the State of Texas that are included in the referenced ITSAC RFO. Proof of insurance must be provided upon contract award.

We hope you will consider participating with our firm in the response to this RFO and look forward to receiving your response.

Regards,

Steve Parker
512-653-7665

To: Capitol Systems – No Response

-----Original Message-----

From: Steve Parker [mailto:sparker@activereality.com]
Sent: Tuesday, March 26, 2013 9:49 AM
To: 'dbalely@capsysinc.com'
Subject: HUB Vendor Solicitation Notification

Dear HUB Vendor:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

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4. Your Texas HUB identification number

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Active Reality, Inc.
sparker@activereality.com

Please remember your firm is subject to all of the insurance and workers compensation requirements of the State of Texas that are included in the referenced ITSAC RFO. Proof of insurance must be provided upon contract award.

We hope you will consider participating with our firm in the response to this RFO and look forward to receiving your response.

Regards,

Steve Parker
512-653-7665

HUB Minority Trade Organization Solicitation Effort

Sent to Three Trade Organizations

To: Women's Business Council Southwest - Response Received - Bridgework Partners - Included in HUB Plan

-----Original Message-----

From: Steve Parker [mailto:sparker@activeresearch.com]
Sent: Tuesday, March 26, 2013 10:27 AM
To: 'asteelle@wbcsouthwest.org'
Subject: Minority Trade Organization - HUB Vendor Solicitation Notification

Dear Minority Trade Organization:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

Active Reality, Inc. is communicating with your Minority Trade Organization to see if you may have members who have interest in participating with us in our response to the Texas Department of Information Resources Information Technology Staff Augmentation Contract Services (ITSAC), Request for Offer DIR-SDD-TMP-204. The purpose of this Request for Offer (RFO) is to solicit responses from vendors to provide Information Technology Staff Augmentation Contract Services. We are seeking Certified Historically Underutilized Businesses to participate with us and provide us consultants under NIGP Commodity Code 920-40 Programming Services.

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During the term of the ITSAC contract Active Reality, Inc. will receive staffing service solicitations. We will send these to your selected members and if they are able to respond promptly to the requirements of these solicitations, we will consider their firm in our submission. If any of your members are interested in working with us, here is the information they will need to provide our firm:

1. An email indicating their interest in being included as one of our HUB subcontractors
2. An indication of the type of resources you are interested in supplying
3. The point of contact (email, name, phone number) of the person who should receive the DIR ITSAC solicitations.
4. Applicable Texas HUB identification number

We would need to receive any interested members response by April 8, 2013 and will follow up with them by mid April 2013 regarding their selection and next steps. You may mail your response to me at the following email address:

Steve Parker
Active Reality, Inc.
sparker@activeresearch.com

Please remember any selected firm is subject to all of the insurance and workers compensation requirements of the State of Texas that are included in the referenced ITSAC RFO. Proof of insurance must be provided upon contract award.

We hope your members will consider participating with our firm in the response to this RFO and look forward to receiving their responses.

Regards,

Steve Parker
512-653-7665

To: Women's Business Enterprise National Council – No Response

-----Original Message-----

From: Steve Parker [mailto:sparker@activeresearch.com]
Sent: Tuesday, March 26, 2013 10:28 AM
To: 'bids@wbea-texas.org'
Subject: Minority Trade Organization - HUB Vendor Solicitation Notification

Dear Minority Trade Organization:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

Active Reality, Inc. is communicating with your Minority Trade Organization to see if you may have members who have interest in participating with us in our response to the Texas Department of Information Resources Information Technology Staff Augmentation Contract Services (ITSAC), Request for Offer DIR-SDD-TMP-204. The purpose of this Request for Offer (RFO) is to solicit responses from vendors to provide Information Technology Staff Augmentation Contract Services. We are seeking Certified Historically Underutilized Businesses to participate with us and provide us consultants under NIGP Commodity Code 920-40 Programming Services.

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We hope your members will consider participating with our firm in the response to this RFO and look forward to receiving their responses.

Regards,

Steve Parker
512-653-7665

To: South Central Texas Regional Certification Agency – No Response

-----Original Message-----

From: Steve Parker [mailto:sparker@activeresality.com]
Sent: Tuesday, March 26, 2013 10:29 AM
To: 'rmitchell@sctrca.org'
Subject: Minority Trade Organization - HUB Vendor Solicitation Notification

Dear Minority Trade Organization:

Active Reality, Inc. is a Texas based corporation which is qualified to do business with the Texas Department of Information Resources under the Information Technology Staff Augmentation Contract (ITSAC). The ITSAC purpose is to provide temporary personnel for information technology projects with Texas state agencies, universities and local governments.

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