



20-0980

TITLE: Consider/Discuss/Act on a Resolution Adopting an Amendment to Chapter 7: Historically Underutilized Business Program of the Procurement Policy and Procedures Manual

COUNCIL GOAL: Operational Excellence
(2C: Identify opportunities for internal efficiencies and continuous improvement to affect a high performing organizational culture)

MEETING DATE: November 3, 2020

DEPARTMENT: Procurement Services

CONTACT: Lisa Littrell, Procurement Services Manager

RECOMMENDED CITY COUNCIL ACTION:

- Approve resolution adopting the Policy Amendment to Chapter 7: Historically Underutilized Business (HUB) Program

ITEM SUMMARY:

- The proposed amendment to Chapter 7: Historically Underutilized Business (HUB) Program identifies the City's commitment in working with businesses certified as a HUB and outlines the procedures taken to actively involve HUBs in both the informal and formal procurement process and ensure they receive a fair opportunity to compete for our business.
- The Procurement Services Department maintains the following objectives:
 - Identify HUB suppliers through the State of Texas HUB database.
 - Provide HUB supplier outreach and awareness of McKinney's procurement procedures, including electronic bidding.
 - Maintain a HUB supplier webpage on the City website to provide education and HUB supplier resource links.
 - Exceed state requirements for HUB supplier notification of bid opportunities by inviting HUBs to participate in formal solicitations.

BACKGROUND INFORMATION:

- Revisions to the Procurement Policy & Procedures Manual were adopted on

October 6, 2020.

- A recommendation to increase HUB participation in the formal process was requested and duly noted.
- Proposed amendment has been reviewed by legal Counsel.

FINANCIAL SUMMARY:

- N/A

BOARD OR COMMISSION RECOMMENDATION:

- N/A

SUPPORTING MATERIALS:

[Resolution](#)

[Amended Procurement Policy - Redline](#)