



Prairie View A&M University  
 Construction & Planning Office HUB Short Form

**Historically Underutilized Business Subcontracting Plan (HSP)**

*(for projects estimated value of \$25,000 - \$84,999)*

**THIS FORM MUST BE RETURNED WITH THE SOLICITATION DOCUMENT RESPONSE (3 PAGES)**

VENDORS PLEASE NOTE: *Failure to submit this HUB Subcontracting Plan with your solicitation document response will result in the disqualification of your solicitation document response.*

Texas A&M University System has determined that there is a reasonable expectation to subcontract a portion of the Solicitation document award. All proposers shall make a good faith effort to subcontract and this effort shall determine eligibility of the solicitation document. Lack of effort, as determined by TAMUS, may result in the disqualification of your solicitation document.

1. You must demonstrate your good faith effort to subcontract with Texas HUBs by completing the following:
  - a. Did you divide the contract work into reasonable lots of portions to the extent consistent with prudent practices?
 

YES                       NO
  - b. Did you notify HUBs of the work that you intend to subcontract?
 

YES                       NO
  - c. Did you advertise the HUB subcontracting opportunities in a general circulation, trade association, and/or minority/woman-owned focusd media concerning the opportunities?
 

YES                       NO
  - d. If you answered NO to item c, how were the HUB subcontracting opportunities advertised?  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ Email \_\_\_\_\_ Other \_\_\_\_\_
  - e. If you selected a non-HUB subcontractor through means other than competitive bidding, provide written justification of the selection process: (attach any addition documentation as necessary)
  - f. The ordering agent is hereby delegated the authority to monitor, assess and enforce all provisions related to any resultant procurement. 1) All forms referenced are located at <http://www.gsc.state.tx.us/hubbid/forms/index.html>. 2) The new HUB rules are available electronically at <http://info.sos.state.tx.us>.

2. My subcontracting plan is listed below:

Name of Subcontractor	Is Subcontractor a HUB? Y or N	Expected % of Contract	Estimated Dollar Amount
“HUB	PLAN SUBMITTED	ON THE FOLLOWING	PAGES”

Note: You must indicate which of the above subcontractors are certified Texas HUBs. For additional subcontractors, please use additional sheets.

3. I **am not** subcontracting any portion of this contract. My reasons are listed below. (Attach additional information, if necessary.)  
See vendor affidavit on the following pages. \_\_\_\_\_

4. Are you certified as Texas HUB? \_\_\_ Yes \_\_\_ No TBPC VID/Certificate No.: \_\_\_\_\_

Print Company Name: \_\_\_\_\_

Print Contract Name: \_\_\_\_\_

Bidder/Proposer/Consultants Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name and Number: \_\_\_\_\_

**Prairie View A&M University  
Construction & Planning Office  
HUB Subcontracting Plan  
(for projects estimated between \$25,000 - \$84,999)**

**Directions: List only registered/unregistered HUBs Subcontracts in the applied category.**  
 Project Name: \_\_\_\_\_ Project Number: \_\_\_\_\_  
 Vendor Name: \_\_\_\_\_

Contract Categories	List HUB Vendor Only	Esti. % of Contract
Division 2 - Site Work		
Division 3 - Concrete		
Division 4 - Masonry		
Division 5 - Metals		
Division 6 - Thermal Protection		
Division 7 - Doors and Windows		
Division 8 - Finishes		
Division 9 - Specifications		
Division 10 - Equipment		
Division 11 - Furnishing		
Division 12 - Special Construction		
Division 13 - Conveying System		
Division 14 - Mechanical		
Division 15 - Electrical		
Total HUB Participation %		

**Prairie View A&M University  
Construction & Planning Office  
HUB Subcontracting Plan  
(for projects estimated value between \$25,000 - \$84,999)**

**HUB SUBCONTRACTING PLAN  
Historically Underutilized Business (HUB)**

**Non-Subcontractors Affidavit (NON-SUB-AFF)**

Document completed as a provision of the contract after the contract has been awarded to be compliant with the HUB Subcontracting Plan - **form to be reported during period (month) when subcontractors have not been used).**

Contractor Name: \_\_\_\_\_

Name of Project: \_\_\_\_\_

PVAMU Project No.: \_\_\_\_\_ Date of Award: \_\_\_\_\_

In accordance with the HUB Subcontracting Plan, I \_\_\_\_\_, an

authorized representative of \_\_\_\_\_ Company certify that during this reporting period, NO subcontractors have been used on this contract.

\_\_\_\_\_  
Signature of Contractor/Vendor

\_\_\_\_\_  
Date