



Welcome to the HUB Club!

We are very pleased that you are joining the HUB Club.

For the HUB Club to achieve our goals for our members to secure federal contracts, everyone needs to do their part. For that to happen, we have certain guidelines that you as a member must meet and follow.

When our members are working with the Federal Government, you are a member representing the HUB Club. It is important that you perform in a positive light as any negative action can be harmful and affect the HUB Club and its effectiveness.

Membership benefits provided by The HUB Club for Full Membership (SEE ATTACHMENT A).

PREMIUM MEMBERSHIP BENEFITS

- Assistance with SAM Registration
- Assistance with HUBZone Registration
- Assistance with Socioeconomic certifications
- Assistance with the All-Small Mentor-Protégé Registration
- SAM Updates (Quarterly)
- Socioeconomic Verifications (Annual)
- One on one meetings with government officials for business guidance (HUB Club days)
- Networking
- Assistance with securing contracts
- Guest Speakers at HUB Club Days
- Business Improvement Seminars
- Meet Federal, State, Local Elected Officials
- Discounted Pricing for Professional Services*
- Discounted Pricing for Marketing**
- Quarterly opportunities to meet Federal Agencies for contracts
- Weekly and/or monthly email notifications for opportunities
- Monthly meetings and seminars (at least 18 meetings per year) throughout the country

* All discounted pricing is for member use only. All services are ongoing, and services will be added continuously.

** All marketing will include direct mail, social media and personal and individual meetings with Federal Agencies.



CRITERIA FOR MEMEBERSHIP

- Business is a Small Business according to the SBA Size Standard Table
- Business agrees to terms of this contract and abides by the rules and requirements (**SEE ATTACHMENT B**)
- Provide signed HUB Club contract and HUB Club application
- Pay Membership Fee (Only Small Businesses according to the SBA Size Standard Table) – **SEE (ATTACHMENT C)**
- Attend HUB Club Events
- Provide NAICS Codes
- Provide Company Logo
- Fulfill requirements for certifications
- Create a Capability Statement
- Create Marketing Materials and/or Marketing Video

PREFERENCE OF CERTIFICATIONS

- **HUBZone – 3%**
- **Disabled Veteran – 5%**
- **Veteran – 5%**
- **Women – 5%**
- **8(a) – 5%**
- **Disadvantaged Small Business – 5%**
- **Small Business – 23%**
- **Ability One – Mandatory**
- **Native American - Mandatory**
- **AC-DBE/DBE**
- **MBE/WBE**

All HUB Club Members must abide by the rules and requirements given by the HUB Club including but not limited to providing a Unique Identification Entity number, a website, marketing materials, a professional capability statement and follow the directions of the HUB Club and Federal Acquisition Regulations (F.A.R.) (**SEE ATTACHMENT B**).



This is undersigned by an authorized agent for the below stated business and an authorize agent for The HUB Club. This agreement will be in effect as of the date signed and paid membership. This agreement is for 1 (One) fiscal year.

PRINT NAME

DATE

SIGNATURE

NAME OF BUSINESS

PRINTED NAME

DATE

Membership Committee Member (20____)

SIGNATURE

ATTACHMENT A

HUB Club Assistance to Members

- Assistance with SAM Registration
- Assistance with HUBZone Registration
- Assistance with Socioeconomic certifications
- Assistance with the All-Small Mentor-Protégé Registration
- SAM Updates (Quarterly)
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- Weekly and/or monthly email notifications for opportunities
- Monthly meetings and seminars (at least 18 meetings per year) throughout the country

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** All marketing will could include but not limited to direct mail, social media, and personal and individual meetings with Federal Agencies.

ATTACHMENT B

RULES & REQUIREMENTS FOR HUB CLUB MEMBERS

- **DO NOT CALL** Contracting Officer during Solicitation
- **EMAIL ONLY** – Contracting officer with questions
- **DO NOT SHARE** contracting opportunities with non-HUB Club Members
- The HUB Club will require a Capability Statement
- The HUB Club will require marketing materials
- The HUB Club will require a video after renewal of membership
- Meet and follow requirements of the F.A.R. (visit website for a copy)
- HUB Club members will notify the HUB Club if assistance on fulfilling a contract is needed (this applies to employees, supply chain or other needs)
- HUB Club members will notify the HUB Club if financing is needed to fulfill and execute a contract

ATTACHMENT C

PREMIUM MEMBERSHIP PRICING

PREMIUM OPTIONS AVAILABLE (Per Federal Fiscal Year October 1st to September 30th)

➤ **ENTERPRISE** MEMBERSHIP (Membership Fees are nonrefundable)

- ☐ 1 YEAR - \$50,000**
- ☐ 3 YEAR - \$100,000**
- ☐ 5 YEAR - \$150,000**
- ☐ __ YEAR - \$ _____ **

** Options are available for special pricing. All annual membership dues are nonrefundable once paid in all or portion thereof.

➤ **PLATINUM** MEMBERSHIP (Membership Fees are nonrefundable)

- ☐ 1 YEAR - \$25,000

All annual membership dues are nonrefundable once paid in all or portion thereof.

➤ **GOLD** MEMBERSHIP (Membership Fees are nonrefundable)

- ☐ 1 YEAR - \$10,000

All annual membership dues are nonrefundable once paid in all or portion thereof.

EVENT OPTIONS AVAILABLE (Per Federal Fiscal Year October 1st to September 30th)

EVENT MEMBERSHIP PRICING

EVENT OPTIONS AVAILABLE (Per Federal Fiscal Year October 1st to September 30th)

➤ **SILVER** MEMBERSHIP (Membership Fees are nonrefundable)

- ☐ 1 YEAR - \$5,000

All annual membership dues are nonrefundable once paid in all or portion thereof.

➤ **BRONZE** MEMBERSHIP (Membership Fees are nonrefundable)

- ☐ 1 YEAR - \$3,000

All annual membership dues are nonrefundable once paid in all or portion thereof.

➤ **ASSOCIATE** MEMBERSHIP (Membership Fees are nonrefundable)

- ☐ 1 YEAR - \$1,000

All annual membership dues are nonrefundable once paid in all or portion thereof.



THE HUB CLUB TM
- PROCURING CONTRACTS FOR AMERICA -

PREMIUM MEMBERSHIP LEVELS & BENEFITS

<i>SERVICES</i>	<i>ENTERPRISE</i>	<i>PLATINUM</i>	<i>GOLD</i>
SAM Registration	✓	✓	✓
HUBZone Assistance	✓	✓	✓
DSVOB Assistance	✓	✓	✓
8a Assistance	✓	✓	✓
SAM Annual Assistance	✓	✓	✓
HUBZone Renewal Assistance	✓	✓	✓
DSVOB Renewal Assistance	✓	✓	✓
MBE/WBE Certification ¹	✓	RFP*	RFP*
DBE Certification ¹	✓	RFP*	RFP*
Federal Certifications ¹	✓	RFP*	RFP*
State Certifications ¹	✓	RFP*	RFP*
Capability Statements	✓	✓	RFP*
Marketing Materials	✓	✓	RFP*
Events ²	Unlimited	20	RFP*
SBS Meetings ²	Unlimited	20	RFP*
Professional Services ³	✓	RFP*	RFP*
Workforce Development ⁴	✓	✓	RFP*
Business Development ⁴	✓	✓	RFP*
Business Planning ⁴	✓	✓	RFP*
Business Analytics ⁴	✓	✓	RFP*
F.A.R. Training ⁴	✓	✓	RFP*
Real Estate Analysis ⁴	✓	✓	RFP*
Social Media Services ⁵	✓	RFP*	RFP*
SBS Marketing ⁵	✓	RFP*	RFP*
PCO Marketing ⁵	✓	RFP*	RFP*
Direct Mail ⁶	✓	RFP*	RFP*



Website Services ⁷	✓	RFP*	RFP*
RST Cloud Services ⁷	✓	RFP*	RFP*
Business Financing ⁸	✓	RFP*	RFP*

EVENTS MEMBERSHIP LEVELS & BENEFITS

<i>SERVICES</i>	<i>SILVER</i>	<i>BRONZE</i>	<i>ASSOCIATE</i>
SAM Registration	✓	✓	RFP*
HUBZone Assistance	✓	✓	RFP*
DSVOB Assistance	✓	✓	RFP*
8a Assistance	✓	✓	RFP*
SAM Annual Assistance	RFP*	RFP*	N/A
HUBZone Renewal Assistance	RFP*	RFP*	N/A
DSVOB Renewal Assistance	RFP*	RFP*	N/A
MBE/WBE Certification ¹	RFP*	RFP*	N/A
DBE Certification ¹	RFP*	RFP*	N/A
Federal Certifications ¹	RFP*	RFP*	N/A
State Certifications ¹	RFP*	RFP*	N/A
Capability Statements	\$500	N/A	N/A
Marketing Materials	\$1,000	N/A	N/A
Events ²	10	5	Per Request
SBS Meetings ²	15	10	5
Professional Services ³	RFP*	N/A	N/A
Workforce Development ⁴	RFP*	N/A	N/A
Business Development ⁴	RFP*	N/A	N/A
Business Planning ⁴	RFP*	N/A	N/A
Business Analytics ⁴	N/A	N/A	N/A
F.A.R. Training ⁴	N/A	N/A	N/A



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Real Estate Analysis⁴	N/A	N/A	N/A
Social Media Services⁵	N/A	N/A	N/A
SBS Marketing⁵	N/A	N/A	N/A
PCO Marketing⁵	N/A	N/A	N/A
Direct Mail⁶	N/A	N/A	N/A
Website Services⁷	N/A	N/A	N/A
RST Cloud Services⁷	N/A	N/A	N/A
Business Financing⁸	N/A	N/A	N/A

RFP* - Request for Pricing.

¹ Enterprise Membership includes Local and State Certifications.

² Events and SBS Meetings are One on ONE meetings with Small Business Liaisons, Small Business Specialist and Small Business Program Officials throughout the fiscal year (30 minimum meetings).

³ Professional Services are for Members only including basic Accounting and Legal Services.

⁴ Business Development services also include supply chain, private sector business growth and federal research.

⁵ Marketing Services includes weekly contact with Procurement Contracting Officers, Government Purchasing Card Holders and Private Sector Industries.

⁶ Direct Mail for governmental, wholesale and retail opportunities at a discount.

⁷ IT services are available to HUB ClubTM Members that include website analysis, federal regulations concerning websites, and Cloud storage is available.

⁸ Business Financing is available to HUB ClubTM Members through Conventional Funding, Grants, NMTCs and OZFs.

AT THE SIGNING OF THIS CONTRACT, PAYMENT IS DUE. PAYMENTS CAN BE MADE BY CHECK OR CREDIT CARD.

MAIL CHECKS TO:
THE HUB CLUB
1500 South Western Avenue
Suite 502
Chicago, Illinois 60608

PAY BY CREDIT CARD:
WWW.HUBCLUBCHICAGO.COM

QUESTIONS:
VICTOR SANTANA
(312) 617-3248
VICTOR@HUBCLUBCHICAGO.COM