

April 7, 2017

Supplemental Letter - FY17 Semi-Annual HUB Report – Agency 711

Texas A&M University continues its commitment to good faith efforts in HUB participation of the university's procurement opportunities. This commitment extends from the leadership by virtue of the Texas A&M University System establishing System Policy 25.06 and 25.06.01 regarding HUB Participation by all System members. In the implementation of goals established for fiscal year '17, Texas A&M is focusing its efforts in three primary areas: Communication, In-reach and Outreach and Subcontracting. As follows are key initiatives for each area:

Communication

Directed campus awareness of HUB goals, departmental performance and opportunities, and awareness of current HUB contracts. Regular campus wide communications are beneficial reminders particularly as the university recently implemented an e-commerce solution with half of the catalog offerings directing "point and click" purchases to HUB vendors.

Analyze and prepare expenditure data reports by executive level, division, college, department, procurement category in order to identify and then conduct meetings with units to identify spend opportunities with HUB vendors.

Outreach /In-reach

Procurement Services and departmental buying staff will participate in scheduled specialized vendor forums that can identify HUB vendors for participation in university procurement opportunities.

Promote use of TXMAS, DIR and other State of Texas and university contracts/agreements which have HUB vendors as the prime vendor.

Resulting from communicating with individual departments, identify those opportunities for HUB expenditures in delegated purchases and payment card activity.

Subcontracting

In conjunction with the university's outsourcing partner, the HUB coordinator is present at bid openings to review HUB subcontracting opportunities over \$100,000 consistent with industry practices and TAC requirements. This coordinated effort is designed to ensure subcontracting opportunities are maximized and to ensure accuracy in reporting.

These key initiatives are a sample of the university's purposeful efforts to support the economic acceleration of HUB businesses. While these, and others not listed as exercised by Texas A&M, are effective measures, in the first six months of FY17, experienced an unusual concentration of volume in expenditures with limited HUB opportunity via specialized research equipment, specialized technology and building systems enhancements purchases. Texas A&M has been, is and will remain intentional in our efforts toward and commitment to historically underutilized businesses.

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