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US Navy Veteran  
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**THOMAS P. PALLADINO**  
Colonel, US Army (Retired)  
Executive Director

## TEXAS VETERANS COMMISSION

### 403-Fiscal 2018 Annual HUB Report Supplemental Letter

The Texas Veterans Commission (TVC) remains steadfast in good faith to promoting the participation of contracted and non-contracted procurement(s) of goods and services from Historically Underutilized Business (HUBs). The Semi-Annual report for FY 2018 shows TVC spent \$183,819 with HUBs, totaling 31.10%. The size of TVC typically does not offer opportunities for contracts other than office machines, Internal Auditor services, and hotel venues for training purposes.

There are times when TVC must order office supplies, toner, awards, and other items from vendors other than TCI, TIBH or TXMAS contracted vendors. TVC is diligent in getting three quotes for these types of items, showing preference to HUB vendors. This includes goods or services that are less than \$5000.00.

TVC will be attending the 2018 Statewide HUB Expo in Austin on November 2, 2018. TVC's Veterans Entrepreneur Program (VEP) participates in many outreach events throughout the year and provides information to vendors wanting to become HUB certified during the outreach events.

TVC is dedicated to improving HUB participation in our procurement process for Fiscal Year 2019 by:

- Continue to respond to all vendor email and phone call inquiries regarding the HUB certification process.
- Partner with TVC's Veterans Entrepreneur Program to reach potential and current HUB vendors thru community outreach events.
- Continue to search for active HUB vendors on the CMBL when quotes are required (including DIR contracts).
- TVC HUB Coordinator and Contract Manager will participate in the HUB Discussion Workshops and stay connected to "The HUB Wise" Newsletter.
- Express preference for HUB participation on RFPs and IFBs posted on the ESBD.

TVC strives to comply with the Texas Administrative Code, Chapter 34, §20.284 (Statewide Annual HUB Utilization Goals). For additional information, please contact Terri Kotara, Purchaser/CTPM/HUB Coordinator at 512-463-0627 or by email at [terri.kotara@tvc.texas.gov](mailto:terri.kotara@tvc.texas.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "Tom Palladino".

Thomas P. Palladino, Executive Director