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### Agency 727 – Fiscal 2018 Annual HUB Report Supplemental Letter

The Texas A&M Transportation Institute (TTI) remains committed to the State of Texas Historically Underutilized Business (HUB) Program. The agency goal is to provide procurement and contracting opportunities for qualified businesses through a competitive procurement process. TTI continues efforts to diversify the vendor base and build on successful in-reach and outreach programs. In addition, the agency partners with other Texas A&M University System (TAMUS) members to maximize HUB participation through collaborative efforts to identify, educate and assist current and potential HUB vendors.

A service agency within The Texas A&M University System, TTI's mission is to solve transportation problems through research, to transfer technology and to develop diverse human resources to meet the transportation challenges of tomorrow. As a research agency, there are occasions that TTI must expend funds for unique proprietary equipment and commodities for which there are no HUB sources. These types of expenditures significantly reduce TTI's HUB participation percentage.

TTI's good faith efforts to increase the HUB participation level and the diversification of vendors include the following in-reach and outreach initiatives:

- Continuous promotion of the HUB Program and assistance in identifying and use of HUB vendors for spot purchases through an open door policy for HUB vendor visits and certification assistance to vendors.
- Identification of subcontracting opportunities in contracts over \$100,000.
- Sponsoring agency for mentor/protégé agreement.
- Participation and training within the HUB Discussion Workgroup and the Texas Universities HUB Coordinators Alliance (TUHCA). Host of TUHCA Central/Gulf Coast Chapter website.
- Advertisement in Minority Business Organization publications through TUHCA membership.
- Participation and training at TAMUS HUB Coordinators meetings and the Texas State Comptroller.
- Participation in various Specialized Vendor and Economic Opportunity Forums including, but not limited to:
  - IDS Architects and Broaddus & Associates – College Station – Sept. 21, 2017
  - 29<sup>th</sup> Annual TIBH Products and Services Expo – Austin – Sept. 28, 2017
  - Governor's Small Business Forum – Bryan – Oct. 05, 2017
  - University of Houston HUB Event – Houston – Oct. 11, 2017
  - Procurement Connection Seminar & Expo – Austin – Oct. 24, 2017
  - Bexar Co. Small, Minority, Women & Veteran Business Owners Conf. – San Antonio – Dec. 06, 2017
  - Co-Sponsored Texas A&M System-wide HUB Event – College Station – Jan. 30, 2018
  - BeAed Industrial Identification Products – Webster – Feb. 09, 2018
  - Sam Houston State University HUB Conference – Huntsville – Mar. 29, 2018
  - TX Dept. of Motor Vehicles & TX Dept. of Transportation HUB Event – Austin – Apr. 18, 2018
  - Access 2018 HUB Fair – Irving – May 07-08, 2018
  - AWS Communications – Austin – June 12, 2018
  - Prairie View A&M University HUB Sub-Contracting Event & HUB Expo – June 20-21, 2018

Questions regarding the TTI HUB Program should be directed to Donna Harrell, TTI HUB Coordinator, at (979) 845-2284 or by email at [d-harrell@tti.tamu.edu](mailto:d-harrell@tti.tamu.edu).

  
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cc: Gregory D. Winfree, Director  
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