

### Supplemental Letter for FY 2018 Semi-Annual HUB Report For Agency Number 716

The Texas A&M Engineering Extension Service (TEEX) is an internationally recognized leader in the delivery of emergency response, homeland security and workforce training, exercises, technical assistance, and economic development. TEEX offers on-site customized training and services to businesses and industries, municipalities and public agencies across the globe. TEEX is committed to encouraging and promoting the use of Historically Underutilized Businesses (HUBs) in all procurement opportunities. TEEX spent over \$110,500 with HUB vendors even though the purchases are in non-reportable expenditure codes. As a training agency, there are many occasions the agency must expend funds for unique and proprietary equipment for which there are no HUB sources. However, the agency's continued good faith efforts demonstrate its dedication to advocating and supporting the HUB program. The agency director and executive staff are provided monthly agency HUB activity reports. The agency conducts bimonthly HUB Committee meetings which provide input, leadership and oversight for the HUB program. The HUB Coordinator assists TEEX divisions in identifying and locating HUB vendors for all procurement opportunities. TEEX continues to emphasize, promote and validate its commitment to the HUB program by being active in the following during the period of September 1, 2017 - February 28, 2018:

- Encouraged, notified and assisted non-certified HUBs to become certified by the Texas Procurement and Support Services and to maintain HUB certification.
- Assisted vendors in completing the HUB subcontracting plan by phone and email.
- Membership in the Texas University HUB Coordinator's Alliance Central/Gulf Coast Chapter and attended quarterly meetings.
- Administered the State Use Works Wonders Program and promoted TIBH products/services.
- Participated in The Texas A&M System Cooperative Mentor/Protégé Program.
- Co-sponsored the Texas A&M University System HUB Vendor Fair, College Station, January 30
- Attended, participated and exhibited at the following Economic Opportunity Forum:
  - Procurement Connection Seminar and Expo, Beaumont, February 15.

These activities demonstrate TEEX's good faith effort to support the State of Texas HUB program. For additional information, please email [yvette.tschirhart@teex.tamu.edu](mailto:yvette.tschirhart@teex.tamu.edu).



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