



THE UNIVERSITY OF TEXAS AT TYLER

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Office of
Financial Services

Supplemental Letter for FY 2018 Semi-Annual HUB Report For Agency 750

The University of Texas at Tyler (UT Tyler) provides a supportive outreach and community awareness program to promote HUB procurement by (1) educating departmental purchasers on the HUB program, (2) hosting periodic HUB vendor presentations and (3) conducting periodic Staff Coordinating Group meetings.

UT Tyler is a founding member of the Texas Universities HUB Coordinators Alliance (TUHCA), which brings together the resources and experience of 13 North and Northeast Texas Universities' HUB Coordinators to share program information. UT Tyler is committed to making a good faith effort to increase purchases and contract awards with HUB vendors. We continue to concentrate our efforts to increase opportunities for minority and women owned businesses by attending forums and increasing campus awareness and participation in the HUB Program. Participation as of FY 2018 is listed below:

Attended:

- Vendor Fair, Stephen F. Austin, October 2017, Nacogdoches, TX
- UT System Alliance Conference, October 2017, San Antonio, TX
- SMWVBO 2017 Bexar County Business Conference, December 2017, San Antonio, TX

In Progress:

- HUB Certification & Compliance assistance offered to the public at all hosted and attended events
- HUB Compliance and Reporting assistance offered to all internal staff on campus
- Planning June 2018 Economic Opportunity Vendor Forum co-host with UT Health Science Center at Tyler
- One-on-One Appointments are currently being scheduled at all hosted and attended events encouraging potential matches within the Mentor Protégé Program
- New/Updated Marketing Tools for 2018: Brochure, Information Sheet, HUB Program webpage, Social Media platforms, HUB Assistance recording tool & quality survey reporting
- HSP PowerPoint Presentation available to present at all pre-bid meetings
- Outreach to Hispanic Chamber of Commerce and the Tyler Metropolitan Chamber of Commerce

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William O'Donnell
Vice President for Business Affairs

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Paula Grabowski
HUB Coordinator