

**Supplemental Summary for FY '18 Semi-Annual HUB Report
Agency 764**

Texas A&M University-Texarkana (A&M-Texarkana) remains fully committed in its ongoing effort to assist Historically Underutilized Businesses (HUBs) with both procurement and contracting opportunities regardless of dollar amounts or source of funds.

Fiscal Year 2018 Semi-Annual outreach efforts include:

- Attendance at quarterly Texas Universities HUB Coordinators Alliance (TUHCA) meetings with HUB vendor presentations (September, 2017- February, 2018)
- Charter member of Northeast chapter of TUHCA
- Introduction of University HUB program @ New Hire Orientations (September, 2017 – February, 2018);
- Attended TOAL Vendor Show in Tulsa, OK on 9/25/2017 where HUB vendors were in attendance;
- Attended Citibank's Commercial Card Program training on 10/18/2017 where State of Texas HUB Reporting was discussed;
- Attended the University of North Texas HUB vendor fair on 11/15/2017;
- Co-Sponsored & Attended TAMU System HUB Vendor Show & System-wide Annual meeting on 1/30/2018;
- University Account Managers & delegated purchasing staff assigned System HUB program training module;
- Provided University account managers and administration with departmental monthly HUB progress reports;
- Maintain an open door policy in which minority businesses are welcomed to call or visit the Purchasing and departmental buying personnel;
- Train departmental buying personnel on the HUB program and how to effectively search for them CMBL/HUB website;
- Director, Purchasing & Support Services also serves as University's HUB Coordinator and Procurement Card Administrator which provides additional opportunities to educate, promote, and provide additional oversight for use of the State of Texas HUB program.

The University was included in an A&M System-wide initiative to outsource our construction and facilities department. We are continually seeking opportunities to award HUB subcontracting dollars for goods and/or services.

A&M-Texarkana continues to actively promote the State of Texas HUB program within our University community. We are committed to continue our efforts to strengthen our HUB program and will work diligently to increase purchases and contracting with HUB vendors.

Respectfully submitted,



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Director, Purchasing & Support Services/ HUB Coordinator