



Sam Houston State University

A Member of The Texas State University System

OFFICE OF BUSINESS SERVICES

Supplemental Letter for FY 2019 Semi-Annual HUB Report for Agency Number 753

Sam Houston State University (SHSU) continues in its “Good Faith Effort” to accelerate the University’s Historically Underutilized Business (HUB) participation. The University has developed and maintains several initiatives to promote HUB participation.

- *HUB Coordinator* – The University maintains a HUB Coordinator dedicated to assisting HUB vendors in marketing their products to our University and other area universities. The HUB Coordinator also works with University departments in refining the University’s good faith HUB participation efforts.
- *Outreach* – The University is committed to purchasing goods and services from certified HUBs and participates in various events and outreach measures throughout the year which generate HUB awareness for the University’s departmental needs. The following is a sampling of these activities for the first half of fiscal year 2019.

September, attended the 2018 Houston Minority Development Council (HMDC) Expo at the George R. Brown Convention Center in Houston. Met various minority and small business vendors and discussed opportunities at our University.

October, attended the National Association of Educational Procurement (NAEP)/TOAL Annual Conference in Frisco, Texas. Attended several contract management workshops and met with many HUB vendors and discussed opportunities at our University.

November, hosted Texas University HUB Coordinator Alliance (TUHCA) quarterly meeting on our campus. The local chapter of TUHCA is made up of HUB Coordinators and Procurement Directors from area universities to include Lamar, University of Houston, Texas A&M schools and agencies, University of Texas and Sam Houston. HUB vendors Ingensis and ID Screenprint presented their product and services offerings.

December, participated in the Texas State University System Quarterly Procurement call. Various subjects related to procurement were covered to include the HUB program. The continuing challenge of finding HUB construction subcontractors for our system projects was discussed and we presented the outreach being done by our University with the Greater Houston Business Procurement Forum.

January, attended the monthly Greater Houston Business Procurement Forum. Spoke to the vendors in attendance about the University’s need for vendors eligible for HUB certification and looking for an interest in partnering with our construction prime contractors.

February, participated via conference call in the monthly Statewide HUB Discussion Workgroup meeting attended by statewide HUB coordinators and agency purchasing staffs. Laura Cagle with the Comptrollers Statewide HUB Program informed the group of the 2019 Semi-Annual HUB report requirements.

- *Mentor/Protégé Program* – The University continues to sponsor the five following mentor/protégé relationships:
 1. E&C Engineers & Consultants and Team Hoke
 2. ImageNet Consulting and LyncVerse Technologies
 3. NWN Corporation and LyncVerse Technologies
 4. Office Depot BSD and PDME/Hurricane Office Supply & Printing
 5. Steelcase, Inc. and HBI Office Solutions

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