

**Supplemental Letter for FY 2013 Semi-Annual HUB Report  
Agency Number 760**

Texas A&M University-Corpus Christi is committed to making a good faith effort to effectively promote and increase contract opportunities with Historically Underutilized Businesses (HUBs). The University promotes HUB inclusion by recruiting HUB vendors and encouraging prime vendors to extend subcontracting opportunities to HUBs. Our "good faith efforts" to ensure continuing HUB participation during FY 2012 included the following:

HUB Out-Reach and In-Reach Activities:

- Attended the Bexar County & City of San Antonio 10th Annual Small Minority Women and Veteran Administration Business Owners Conference on December 4 -5, 2012.
- Attended the TAMU Systems HUB Coordinators meeting on December 04, 2012 in San Antonio
- Specialized Vendor Forum with Your Sign Company on September 24, 2012.
- Continued to work cooperatively with two other area universities to increase participation in our HUB Mentor/Protégé program.
- Continue to monitor Job Order Contract so that minority businesses are included in subcontracts for projects over \$100,000.
- Continue to promote the HUB program by presenting HUB training workshops throughout campus.
- Continue to meet with the TAMU-CC HUB Advisory Committee members to keep them current on the latest HUB information.
- Continue to be an active member of the HUB Discussion Workgroup for the Legislative Committee.
- Continue to utilize purchasing contracts with HUB awarded vendors.
- Continue to use a diverse group of HUB vendors in all procurement categories.
- Maintain an open door policy in which minority businesses can come by and ask assistance in understanding the HUB certification and Mentor Protégé Program with the university and the State of Texas.

Texas A&M University-Corpus Christi will continue its efforts to strengthen its HUB Program and will work diligently to increase purchases and contracting with HUB vendors.

  
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Bruce Payne, CTP  
Director, Contracts/Property