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TEXAS STATE SOIL & WATER CONSERVATION BOARD

Protecting and Enhancing Natural Resources for Tomorrow

October 7, 2014

Comptroller of Public Accounts
TPASS Division
HUB Reporting
P.O. Box 13047
Austin, TX 78711

Re: Supplemental Letter for FY 14 Annual HUB Report for Agency # 592

The Texas State Soil & Water Conservation Board (TSSWCB) is committed to making a good faith effort to increase economic opportunities for Historically Underutilized Businesses (HUB's). During FY 2014 TSSWCB made the following good faith efforts:

- Additional HUB contracting dollars not captured in the FY 2014 Annual HUB Report:
Janitorial services WO/F \$ 840.00
Window Cleaning WO/F \$ 300.00
- Attends HUB forums and HUB related events to disseminate opportunities regarding the Agency's procurements. Attended the UT Annual HUB Vendor Fair in Austin, Texas, and participated in the Governor's Small Business & HUB Expo in San Marcos, Texas.
- Participates in the HUB Discussion Workgroup meetings and training sessions.
- Conducts in-house training classes with internal users to increase TSSWCB HUB utilization.
- Conducts information sessions to status TSSWCB management on current FY HUB utilization in order to promote and increase our HUB expenditures.

The Texas State Soil & Water Conservation Board is committed in soliciting business and contracting opportunities in an open and competitive environment to further promote the HUB program.

Sincerely,

A handwritten signature in black ink that reads 'Amy Devereaux'.