

**Supplemental Summary for FY '15 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.**

**A&M-Texarkana supports many key initiatives of promoting the HUB Program with the goal of maximizing HUB participation and performance:**

- **Attendance at quarterly Texas Universities HUB Coordinators Alliance (TUHCA) meetings with HUB vendor presentations (September, 2014 - February, 2015)**
- **Charter member of Northeast chapter of TUHCA**
- **Introduction of University HUB program @ New Hire Orientations (September, 2014 – February, 2015)**
- **Attended Bexar County 14<sup>th</sup> Annual Small, Minority & Women Business Owners Conference & Vendor show in San Antonio, TX on 12/10/2014**
- **Attended TAMUS HUB Coordinator's meeting in San Antonio, TX on 12/9/2014**
- **Quarterly Reporting and Progress Assessment as required by Riders 17 and 18**
- **Provided University account managers and administration with departmental monthly HUB progress reports**
- **Continued education of the University community about the State of Texas HUB program**
- **Maintain an open door policy in which minority businesses are welcomed to call or visit the Purchasing and departmental buying personnel**
- **Train Procurement Users on the HUB program and how to effectively search for them CMBL/HUB website**

**A&M-Texarkana's facilities maintenance services operations have been outsourced to Southeast Service Corporation (SSC) as an initiative to reduce cost and improve operational efficiencies. This has resulted in a reduction of the number of awards for facilities maintenance services and/or supplies that could have been made to HUB vendors. However, the Purchasing department does maintain open communication with on-campus SSC personnel and continues to provide them with HUB vendor information, whenever possible.**

**The University community is encouraged to "think HUBs first" in order to enhance HUB utilization and participation in all eligible procurement categories of goods and services.**

**Respectfully submitted,**



**CYNTHIA E. HENDERSON  
Director of Purchasing/ HUB Coordinator**