



Sam Houston State University

A Member of The Texas State University System

OFFICE OF BUSINESS SERVICES

Supplemental Letter for FY 2016 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 as well other area universities. The HUB Coordinator also works with University departments in refining the University's good faith HUB participation efforts.
- **Outreach Programs** – 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 the initiatives for the first half of fiscal year 2016.

September, attended the monthly Greater Houston Procurement Forum, a civic organization for African-American business owners. Participated on a panel of higher education schools and informed the participants of opportunities at our University.

October, attended the University of Houston HUB vendor show with over 75 vendors participating. Met HUB vendors to discuss marketing opportunities and explained how to do business with our University.

November, our University hosted a quarterly Texas University HUB Coordinator Alliance (TUHCA) meeting at the Old Main Market. University procurement and HUB personnel from U of H, Texas Southern and Texas A&M schools were in attendance to discuss ongoing challenges associated with newly enacted legislation. Marimon Business Systems, a Hispanic American owned copier vendor, presented their products and services. David Yebra, Director Emergency Preparedness & Safety, facilitated a discussion on leadership and customer service.

January, assisted The Urban Circle, an African American promotional items HUB vendor to connect with a few of our University departments in preparation for the Athletics Department Trunk Show.

February, attended 3rd Annual SHSU Licensee Trunk Show, hosted by Athletics. Several HUB vendors had booths; discussed with the newer vendors on how to do business with the University.

February, met with Newman Printing, a Disabled Vet HUB owned business from Bryan, Texas. Discussed possible opportunities and how our University Press is involved with the printing needs of our departments.

- **Mentor/Protégé Program** – The University continues to sponsor the six following mentor/protégé relationships:
 1. E&C Engineers & Consultants and Team Hoke
 2. Grainger, Inc. and The Burgoon Company
 3. ImageNet Consulting and LyncVerse Technologies
 4. NWN Corporation and LyncVerse Technologies
 5. Office Depot BSD and PDME/Hurricane Office Supply & Printing
 6. Steelcase, Inc. and HBI Office Solutions
- **Supplemental Data** – The University has had a major increase in purchase order transactions. This is directly attributable to the University's transition to BearKatBuy (SciQuest), an e-Procurement application. Previously recorded credit card transactions are now processed as purchase orders in BearKatBuy.

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