

October 13, 2021

### **719-Fiscal 2021 Annual HUB Report Supplemental Letter**

Texas State Technical College is committed to making a Good Faith Effort in contracting with and assisting Historically Underutilized Businesses (HUBs). TSTC campuses are across the state of Texas and reports under agency 719. These campuses include: TSTC Waco (Agency 7191), TSTC West Texas (Agency 7194), TSTC Marshall (Agency 7195), TSTC Harlingen (Agency 7192). TSTC ensures competitive procurement process that provides fair and equal access to all business. We maximize opportunities for HUBs to supply materials, supplies, equipment, and services needed to support the mission and the administrative, logistical operations of the college.

This supplement has been prepared to provide a better representation of TSTC proactive efforts toward advocating a successful HUB Program to the College. The following are some of these efforts:

- Continuing the Supplier Diversity Committee. This committee provides assistance to HUB vendors and vendors interested in becoming HUB certified. Committee addresses the need to further education, outreach, and reviewing procurement opportunities for HUBs.
- HUB & Small Business Events
  - Reimagine. Reconnect. Rise Stronger. Houston Minority Supplier Development Council (Virtual)
  - City of Houston Meet the Buyer 2020 (Virtual) December 10, 2020
  - Doing Business Texas Systel HUB Expo and Spot Fair May 24-26, 2021
  - 2021 Premier FaceTime Virtual Expo June 9-10,2021

#### Ongoing Activities:

- Outreach and education activities departments, TSTC stakeholders in conjunction with Sourcing Department
- TSTC posts all bids over \$25,000 on the ESBD
- Spotlight HUB Suppliers within TSTC Community
- Procurement system simplifies with a punch-out supplier catalogs for HUB vendors Burgoon/Grainger and Summus/Staples
- Continue to attend HUB and Minority Events

Sincerely,

Jessica Chavira  
HUB Coordinator  
Executive Director Purchasing, Travel & Card Services