



LAMAR UNIVERSITY

Internal Memorandum

To: Account Managers
From: Stacy Carter, Interim Director of Purchasing
Date: February 15, 2016
Re: Historically Underutilized Business Program – HUB
Texas State Use Program – TIBH

Texas Procurement and Support Services (TPASS) is in charge of administering the HUB Program for the state. TPASS is responsible for facilitating the statewide use of HUBs through effective promotion of procurement opportunities and ensuring the integrity of the HUB program through certification, compliance and reporting functions.

Education and outreach activities play a key role in TPASS's administration of the HUB Program. TPASS is required to report to the Governor, Lt. Governor, Speaker of the House of Representatives and the state legislature and its caucuses on education and outreach efforts executed by TPASS and its state agencies stipulated by Texas Government Code, Chapter 2161, Section 2161.126.

Lamar University's Purchasing Department strives to encourage and effectively promote the utilization of HUBs. A HUB is any business certified by the Texas Comptroller of Public Accounts as having been formed for the purpose of making a profit in which at least 51% of ownership is held by an "economically disadvantaged person" identified as a member of the following groups: Black Americans, Hispanic Americans, American Women, Asian Pacific Americans, Native Americans and Disabled Veterans.

For future requirements when procuring commodities and services for your departments, I would like to encourage each of you to provide procurement opportunities for the small, minority and women-owned businesses. Purchasing can assist you by reviewing the Centralized Master Bidder's List (CMBL) online identified by class and item from the TPASS state website where many of these businesses are registered with the state.

The Texas Council on Purchasing from People with Disabilities, an agency of the government of the State of Texas, is dedicated to promoting the state's policy of encouraging and assisting persons with disabilities to achieve maximum personal independence by engaging in useful productive employment activities.

Texas Procurement and Support Services (TPASS), as the state purchasing agency, has a significant role in the program. Statute requires TPASS to provide opportunities to TIBH (Texas Industries for the Blind and Handicapped) through state agencies when there are commodities or services that need to be purchased.

The Lamar University Purchasing Department encourages you to consider TIBH when there is a requirement you need. The table of contents listed below shows you what TIBH can provide to meet your needs. You can access their catalog on-line at <http://tibh.org>. TIBH is a Smart Buy Contractor, and as such does not require quotes or bids over \$5,000. All University applicable policies regarding items in the catalog remain in effect:

If you have any questions, please contact Stacy Carter, Interim Director of Purchasing, at (409) 880-8379.

TIBH Table of Contents

Food Items

Meal Kits, Snacks, Gift Packs, Sport Drink Mix, Bottled Water, Spices

Awards

Engravable Items, Wooden Pens & Pencils, Wooden Business Card Holders, Calculator Sets, Office Startup Kit, Wooden Rulers & Letter Openers, Wooden Picture Frames, Decorative Wooden Boxes, Glass Paperweights, Note Holders, Crystal Mugs, Calloway Bowl, Sweda Watches, Clocks, Key Chains, Lapel Pins, Golden Sabre, Ceramic Coffee Mugs, Coaster Sets, Service Award Plaques, Stadium Blankets & Seats

Office/School Supplies

Remanufactured Toner Cartridges, Picture Frames, Photographic Enlargements, Motivational Prints, Wide Back Plastic Binding, Wall Clocks, Convention Badges, Computer Paper, Recycled & Super Premium Copy Paper, 3-Ring Binders, Press Board Covers, Desk Diaries, Clam Clips, Chair mats, Fiberboard Storage Boxes, Pencils, Pens, Highlighters, Diskettes, Mouse Pads, Air Duster, Computer Wrist Rest Pads, VuRyte & VuRyser Workstations

Presentation/Media Supplies

Whiteboard Cleaner, Dry Erase Boards, Chalkboards, Bulletin Boards, Audio Visual Carts, Dry Erase Markers, Photographic Film, Audio & Video Cassettes

Furniture

Footrests, Mobile Utility Typing & Printer Tables, Data Processing Terminal Table, Workstations, Mobile Pedestal Files, Multi-Purpose Training & Study Carrel, Overhead Shelf Units, Conference Tables, Desks, Lateral Files & Credenzas, Bookcase, Aluminum Folding Table

Chairs

Folding Chairs, Stack Chairs, Rockers, Sofas, Settees, Executive Chairs, Guest Chairs, Conference Chairs, Tilt Chairs, Sled Chairs, Side Arm Chairs, Swivel Chairs, Drafting Chairs, Continuous Service Big & Tall Series Chairs, Task Chairs, Office Chairs

Color Charts

Wood and Fabric colors for Furniture, and Chairs

Medical Supplies

Nitrile Examination Gloves, Insulated Box Liners, Walkers, Stools, Wheelchairs, Electric & Manual Beds

Bed & Bath Items

Toothbrushes, Security Disposable Razors, Alcohol Free & Instant Hand Sanitizer, Clear Hair Shampoo & Conditioner, Hair and Body Shampoo, Liquid Lotion Hand Soaps and Dispensers, Paper Bath Towels, Terry Towels

Janitorial Supplies

Filter Media & Units, Griddle Cleaning Supplies, Floor Maintenance Pads, Baseboard Scrubber Kit, Pine Oil Disinfectant, Johnson Wax Floor Products, All Purpose Cleanser/Degreaser, Glass Cleaner, DepotPac Cleaning System, Hand Sanitizers, Clear Hair Shampoo & Conditioner, Hair and Body Shampoo, Liquid Lotion Hand Soaps and Dispenser, Scrubbing/Scouring Pads, Napkins, Toilet Paper, Wiping Towels, Paper Towels, Carts

Outdoor Clothing and Supplies

Sunscreen/Sun Block, Protective Helmets, Safety Glasses, Disposable Safety Vests, Nylon Safety Vests, High Visibility Safety Vests, Highway Warning Flag, High Visibility Trousers, Litter Pickup Sticks, Vinyl Litter Bags, Fire Starter, Compost, Ant Killer, Engineering Stakes & Laths, Highway Cable Delineator, Highway Reflector Covers

Miscellaneous

Candles, Hand Truck, Brassieres

Services – Indoor/Outdoor Services

Temporary Employment Services