



March 28, 2016

TO: Texas A&M AgriLife HUB Contacts

SUBJECT: February YTD FY16, Preliminary Semi-Annual Report with Adjustments & Request for Solicitations for Spot Bid Fair

Please see attached monthly reports for February FY16 including year to date figures reports. Your detailed expenditures may be found in Laserfiche under AgriLife\5.0 Support Services Records\5.07 HUB\5.7.1 HUB Reports\5.7.1.1 Unit Reports.

Agency	Goal FY16	Semi-Annual **	YTD	YTD for Previous Month
Extension	27.82%	23.79%	19.83%	20.58%*
Research	12.9%	9.65%	9.11%	9.78%*
TVMDL	17.43%	23.34%	22.04%	22.81%*

*totals including pcard ** with reporting allowances

As mentioned last month, a major HUB event, The Government Procurement Connection Seminar and Expo with Senator Royce West's "Doing Business Texas Style Spot Bid Fair is scheduled for May 9-10 2016, Please provide purchasing bid opportunities as we are required to take bid opportunities to this event. The attached-Request for Quote form needs to be submitted to Lindsay Weber Lrweber@ag.tamu.edu by April 10, 2016. Provide as much details about the items as possible so the vendors can provide accurate quotes and to ensure you get what you want.

Should you have any questions, please contact Dee Ann Schneider, Director of Purchasing & HUB at 979-845-4771 or email da-schneider@tamu.edu directly for questions regarding your HUB reports.

Thank you for your support of the HUB Program.