



Office of Purchasing/Contract Management
3410 Taft Boulevard Wichita Falls, Texas 76308-2099

Supplemental Summary Letter for FY2020 Annual HUB Report for Agency 735

Midwestern State University (MSU) is committed to increase purchases and contract awards with Historically Underutilized Business (HUB) firms consistent with the State's goals for HUB participation and overall economic development. Purchasing will conduct its work in accordance with federal and state laws, and will perform socioeconomic programs mandated by the Texas Legislature. MSU continues to develop and expand its Historically Underutilized Business (HUB) Program to support small, minority and woman-owned businesses.

Highlights this past year are noted below:

- Attended UNT HUB Vendor Fair on November 7, 2019 as a visiting government agency and special guest.
- The inaugural HUB vendor fair began 2019. The 2020 event unfortunately was cancelled due to the pandemic. The 2021 event is currently being planned.
- Increased number of informal bids for HUB opportunity.
- Visited with John Land at SHI to increase HUB opportunities on 11/15/2019.
- Held meeting with Fastenal/PDME for purchasing opportunities 12/16/2019.
- Participated in the Texas Comptroller of Accounts – 2020 HUB Talk Series and Training on Wednesdays.
- Met with Gary Gaal with One Vision to discuss the new mentor protégé HUB vendor on June 24, 2020.
- Reached out to small-business owner, on 07/26/2020 about becoming a HUB vendor. Company has since registered as a local HUB vendor!
- Two employees attended the virtual 13th Annual Doing Business Texas Style HUB EXPO on August 3, 2020.

Ongoing Activities:

- Create an environment to further enhance and promote the HUB program.
- Implemented ongoing training on the HUB program for faculty and staff with our training processes.
- Continue to use the centralized master bidders list (CMBL) to increase the bids solicited from HUB's.
- Continue to utilize Cooperative and purchasing contracts with HUB awarded vendors.
- Continue to introduce new HUB vendors to MSU for additional procurement opportunities.
- Continue open door policy in which minority and woman-owned businesses can come by and ask assistance in understanding the HUB Program. This includes HUB certification, ESD state portal, and cooperative opportunities, along with "How to do Business" with MSU and the State of Texas.

MSU is located in the North Central Texas region of the State. The number of HUB vendors in the region is limited, with only 17 HUB vendors in Wichita County and the surrounding 11 counties. This makes it difficult to select a HUB vendor from a competitive standpoint. Most HUB vendors are located at least 120 miles from the University. Their pricing of bids makes it difficult to be competitive with local bidders given the distance and related travel costs. MSU remains committed to growing the subcontracting opportunities for HUB vendors by reviewing the HSP plans for discussion of best value to the University.

In summary, Midwestern State University values and actively supports the HUB Program. It is committed to promote and increase HUB vendors wherever possible, and appreciates the state of Texas efforts to support small minority- and woman-owned businesses.

Respectfully submitted,

Tracy Nichols
Director, Purchasing and Contract Management
Tracy.nichols@msutexas.edu or 940-397-4277
Midwestern State University