

## VICE PRESIDENT FINANCE AND ADMINISTRATION

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**Supplemental Summary for FY '20 Annual HUB Report  
Agency 764**

Texas A&M University-Texarkana (A&M-Texarkana) remains fully committed in its ongoing effort to assist Historically Underutilized Businesses (HUBs) with both procurement and contracting opportunities regardless of dollar amounts or source of funds.


Fiscal Year 2020 Annual outreach efforts include:

- Charter member of Northeast chapter of TUHCA
- Introduction of University HUB program @ New Hire Orientations (September, 2019 – August, 2020);
- Co-sponsoring Agency for a HUB mentor-protégé current agreement
- Attended the virtual 2020 “Doing Business Texas Style” Spot Bid Fair on August 3-5, 2020 and made an award to a HUB vendor;
- Assist HUB vendors with opportunities by presenting their information to our University departments;
- Maintain an open door policy in which minority businesses are welcomed to call or visit the Purchasing and departmental buying personnel;
- Continuing to train departmental buying personnel on the HUB program and how to effectively search for them CMBL/HUB website;
- Director, Purchasing & Support Services also serves as University’s HUB Coordinator and Procurement Card Administrator which provides additional opportunities to educate, promote, and provide additional oversight for use of the State of Texas HUB program.
- Continuously research for new local HUB vendors.
- Continue to stress the importance of HUB participation to our outsourced facilities services provider.
- Collaborate with other Universities to promote growth within the HUB program that facilitates discussions on best practices.

The University was included in an A&M System-wide initiative to outsource our construction and facilities department. We are continually seeking opportunities to award HUB subcontracting dollars for goods and/or services.

As our HUB program continues to evolve, the University is committed to working towards expanding the program through outreach and in-reach activities.

Respectfully submitted,

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**CYNTHIA E. HENDERSON**  
 Director, Purchasing & Support Services/ HUB Coordinator