



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

Supplemental Summary Letter for FY2022 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 HUB Program to support small, minority and woman-owned businesses.

Highlights this past year are noted below:

- Contacted a vendor in the mail for printing services to give information about HUB program.
- Corresponded with a woman-owned local furniture company (Hudson Blueprint) to encourage them to become a HUB.
- Met with an industrial supply vendor (MSC Supply) and discussed potential HUB opportunities on November 2021.
- Corresponded with a technologies company (Taurus) about their services on December 3, 2021.
- The 2022 HUB Fair event was August 2, 2022 on campus.
- Increased number of informal bids for HUB opportunity.
- Participated in the monthly Texas Comptroller of Accounts – 2022 HUB Talk Series and Training.
- Attended the HUB Spot Bid Fair May 2022 in Irving, TX.
- Visited with the Diversity Equity and Inclusion department on campus for their programs in community outreach in an effort to locate additional qualifying HUB vendors.

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 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, ESBD 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 30 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 and its efforts to support small, minority- and woman-owned businesses.

Respectfully submitted,

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