



Office of Procurement, Contracts and HUB Program

**757 – Fiscal 2024 Annual HUB Report Supplemental Letter**

West Texas A&M University remains diligently committed to uphold a Good Faith Effort that promotes and expands opportunities with certified Historically Underutilized Businesses in the state of Texas. It is the aim of the university to raise awareness throughout campus and the community on the HUB program through accomplishments, outreach and ongoing activities.

EOB's Attended:

- Americas SBDC at WTAMU Networking Monthly Luncheons
- A&M System Wide HUB Meeting and HUB Expo, May 2024
- HDWG-HUB Monthly Meetings
- DFW Spot Bid Fair and HUB Expo, May 2024

Ongoing Activities:

- Assist HUB vendors with opportunities by posting all bids on ESBD as well as reaching out to local HUB vendors.
- Attend construction pre-bid meetings to promote the HUB program and offer HUB Coordinator as a resource to identify HUB vendors for the General Contractor.
- Training sessions for departments on campus to inform on the HUB program and promote the use of HUB vendors.
- Audit and review of current and previous HUB reports to identify opportunities to strengthen the HUB program and provide a comprehensive overview to executive leadership.
- Annual review of the state of the universities HUB program with executive leadership.
- Identify opportunities for HUB vendors
- Identify local vendors who may be HUB eligible and help with application

The HUB program will continue to be a priority at West Texas A&M University, seeking out new mentor protégé agreements and assisting vendors to certify as HUBs. The HUB Coordinator is accessible to all vendors who are seeking information on the HUB program.

West Texas A&M University will continue to promote the HUB program and actively seek out opportunities to grow and promote the program.

Sincerely,

*Bryon McCafferty*

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