



# TEXAS TECH UNIVERSITY™

Office of Procurement Services

Re: Supplemental Letter for FY 2018 Semi-Annual HUB Report for Agency Number 733

Texas Tech University (733) presents this supplemental letter to the annual Historically Underutilized Business (HUB) report. The letter serves to recognize the University's additional efforts to increase HUB participation in the University's purchases and contracts. Texas Tech is committed to expanding our HUB participation through outreach efforts as briefly summarized below:

- Participated in the HUB Development Work Group meetings via conference call on the following: September 8, 2017; December 5, 2017; January 26, 2018 and February 20, 2018.
- Participated in Annual Mentor/Protégé Meeting for VWR/Summus via conference call held October 10, 2017.
- Participated in the Lubbock Chamber of Commerce Hispanic Heritage Luncheon held October 11, 2017.
- Participated in the TAAACC/TAMACC Quarterly MOC Partners meeting held November 10, 2017.
- Attended, co-hosted and provided speaker presentation at the Government Contracts event hosted by the Procurement Assistance Center held December 12, 2017.
- Hosted the TTU Semi-Annual HUB Training Forum held December 13, 2017.
- Attended and sponsored the Lubbock Chamber of Commerce Business Expo held January 19, 2018.
- Participated in the VWR Trade Show on the TTU Campus held February 13, 2018.
- Hosted the TTU Procurement Services HUB Training Session for internal HUB training held February 27, 2018.
- Participated in Annual Mentor/Protégé Meeting for Dell/Summus held February 20, 2018.

If you have any additional questions, please do not hesitate to contact me at 806-742-3844 or by email at [jennifer.adling@ttu.edu](mailto:jennifer.adling@ttu.edu).

Sincerely,

Jennifer Adling  
Managing Director, Procurement Services  
Texas Tech University Historically Underutilized Business Coordinator