



TEXAS TECH UNIVERSITY™

Office of Procurement Services

Re: Supplemental Letter for FY 2019 Semi-Annual HUB Report for Agency Number 733

Texas Tech University ("TTU") is providing this information to supplement the semi-annual Historically Underutilized Business ("HUB") report. The letter serves to recognize TTU's additional efforts to educate the regional community, increase opportunities to HUB vendors, and to increase HUB participation in the award of TTU's purchases and contracts. TTU has fallen short of the HUB goals in several of the commodity categories, but TTU has generally performed well overall obtaining a 21.47% overall. The geographic location of the institution presents some challenges in obtaining our goals. The continued efforts of the Procurement Services team as summarized below constitute a good faith effort in complying with the requirements and spirit of the HUB program.

- Attended and presented at the Governor's Small Business Forum event hosted by the Governor's Office held at the Overton Hotel and Conference Center on September 6, 2018.
- Hosted the TTU Semi-Annual HUB Training Forum in Lubbock, Texas on December 12, 2018.
- Attended and sponsored the Lubbock Chamber of Commerce Business Expo in Lubbock, Texas on January 24, 2019.
- Participated in the HUB Development Work Group meetings via conference call on the following dates: October 31, 2018 and February 22, 2019.
- Participated in the Summus Industries / Staples Trade Show on the TTU Campus held November 7, 2018.
- Continued sponsorship of ten existing Mentor-Protégé agreements.
- Three Mentor-Protégé agreement renewals approved on February 12, 2019:
 - Mavich and Grainger;
 - Summus Industries and Praxair;
 - Summus Industries and VWR.

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.

Sincerely,

Jennifer Adling
Chief Procurement Officer
Historically Underutilized Business Coordinator
Texas Tech University