



## **Supplemental Summary Letter for FY2023 Annual HUB Report for Agency 739**

I am writing to provide you with a summary of our efforts and achievements in promoting Historically Underutilized Businesses (HUBs) during the fiscal year 2023. At Texas Tech University Health Sciences Center (TTUHSC), we remain committed to supporting and engaging HUBs in our procurement processes and acquisition of goods and services for our institution.

Given our role as a healthcare and research institution, TTUHSC faces the unique challenge of identifying qualified HUBs capable of fulfilling professional medical services contracts and providing specialized medical and laboratory equipment necessary for our clinical and pharmacy operations. To address this challenge, our TTUHSC-HUB Office has been proactive in various initiatives:

1. Internal Training: We provide departmental training to ensure our staff is well-informed about HUB inclusion and compliance.
2. Vendor and Purchasing Training: We conduct training sessions to educate vendors on responding to our solicitations and completing Historically Underutilized Subcontracting Plan (HSP) for HUB subcontract opportunities.
3. HUB Outreach and Inclusion: We mandate HUB outreach and inclusion in all our solicitations to encourage HUB participation.
4. Statewide Outreach: We actively engage in outreach activities across the State of Texas, participating in events such as free DFW MSDC trainings and virtual Summus/Staples Business Review.

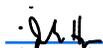
Our outreach efforts in FY2023 included:

- Co-sponsoring the TTU Business Expo HUB event.
- Participation in the annual ACCESS Spot Bid Fair, awarding \$29,203.62 of solicitations, with \$13,237.62 allocated to HUBs and \$15,965.00 to non-HUBs.
- Participation in the 2023 State of Texas HUB and DBE expo.

Creating HUB Awareness remains a top priority for us. We continue to collaborate with other state agencies through the Texas Association of African American Chamber of Commerce (TAAACC) and Texas Association of Mexican American Chamber of Commerce (TAMACC) via memorandums of cooperation. Additionally, we actively participate in HUB Discussion Workgroup (HDWG) meetings, attend relevant trainings, and engage in teleconferences to strengthen our commitment to HUB support.

As part of our HUB Vendor Assistance initiative, we work diligently to educate vendors, helping them respond to solicitations and complete HSPs for HUB subcontract opportunities. We also distribute capability statements of HUB vendors to our various departments, aiming to increase HUB participation in our procurement processes.

In closing, we are proud of the progress we have made in advancing HUB inclusion at TTUHSC, and we remain dedicated to these important efforts. Should you have any questions or require further information, please do not hesitate to reach out to us.

  
John Haynes (Sep 15, 2023 08:10 CDT)

John Haynes, Managing Director of Purchasing



Sylvia Bradley, HUB Staff Representative