



PROCUREMENT SERVICES

TEXAS TECH
Administration & Finance
Financial & Business Services

September 16, 2024

Supplemental Letter for Fiscal Year 2024 Annual HUB Report **Texas Tech University - Agency Number 733**

Texas Tech University (“TTU”) presents this information to supplement the annual Historically Underutilized Business (“HUB”) report. The letter serves to recognize TTU’s additional efforts to increase procurement and contract opportunities to HUB vendors, to educate the regional community, and to increase overall participation from HUB vendors. Though the geographic location of the TTU campus presents some challenges in the availability of resources and qualified vendors, TTU is committed to expanding our HUB participation through outreach and vendor engagement as briefly summarized below.

- TTU procurement and contract management staff participated in the State of Texas HUB Development Work Group regular meetings.
- Attended the virtual *HUB coordinator Training* facilitated by DFPS, DIR, DPS, UT Austin, UTMB Galveston on 11/10/2023.
- Contacted over 50 inactive HUB vendors previously engaged in FY24 to encourage their re-certification with the state. Provided necessary information and resources to assist them in completing the re-certification process.
- Participated and attended the *Doing Business Texas Style Spot Bid Fair & HUB Expo on May 14-15 2024, in Irving, TX*
- Attended the Business Expo – *Powered by LBK* event hosted by the Lubbock Chamber of Commerce on May 30, 2024.
- Hosted the *Texas Tech University System Small and Historically Underutilized Business Expo on June 4, 2024*, with over 61 vendors and 568 attendees.
- Established a Microsoft Teams Channel dedicated to vendors, and hosted two vendor training events on April 30, 2024 and July 30, 2024.

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 (Sep 16, 2024 11:35 CDT)

Jennifer Adling
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Historically Underutilized Business Coordinator
Texas Tech University