



TEXAS TECH UNIVERSITY™

Office of Purchasing & Contracting

Supplemental Letter for FY 2014 Annual HUB Report for Agency Number 733

Texas Tech University 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:

- Hosted a training event with the Lubbock-area Procurement Assistance Center for minority business owners to educate them on doing business with the State and to encourage HUB certification on August 21, 2014.
- Completed a training event for vendors on accurate completion of HUB Subcontracting Plans and State of Texas HUB requirements on June 24, 2014 in Lubbock.
- Participated in the *Doing Business Texas Style Spot Bid Fair* with the Dallas/Fort Worth Minority Supplier Development Council Business Expo in Irving May 11-12, 2014.
- Attended and sponsored the Cinco de Mayo Luncheon and networking session hosted by the Lubbock Chamber of Commerce on May 5, 2014.
- Participated in the Professional Services Advisory Committee Roundtable sponsored by Texas Association of African American Chambers of Commerce on March 28, 2014 in Odessa.
- Hosted the West Texas Business Summit on November 12-13, 2014 in Lubbock for vendors and disadvantaged businesses, including educational seminars.
- Attended and sponsored the Lubbock Chamber of Commerce Business Mercado event on October 15, 2014.
- Sponsored and attended the Texas Association of Mexican American Chambers of Commerce event October 3-4, 2014 in Houston.
- Attended and sponsored the Fiestas Patrias Luncheon and networking session hosted by the Lubbock Chamber of Commerce in September 13, 2014.
- Implemented a new Mentor-Protégé agreement between Graybar Electric Company and LTH Enterprises.
- Implemented a new Mentor-Protégé agreement between Tascosa Office Machines and Allstar Business Concepts, LLC.
- TTU has three staff members participating in the monthly HUB Development Workgroup sessions.

If you have any additional questions, please do not hesitate to contact me at 806-742-3844 or by email at cynthia.davis@ttu.edu

Sincerely,

A handwritten signature in black ink that reads "Cynthia Chalmers Davis".

Cynthia Chalmers Davis, MBA, CTP
Section Manager, HUB Program, Tax and Reporting