



## HUB PROGRAM INFORMATION

A Historically Underutilized Business (HUB) is a for-profit business of an owner residing in the State of Texas that is at least 51-percent owned by a person(s) who has been historically underutilized because of their identification as a recognized minority, woman, and/or Service Disabled Veteran.

The HUB certification and compliance program is a state-mandated program, which is governed by Senate Bill 178 and operates under the authority of the Texas Procurement and Support Services (TPASS).

The TPASS policy requires all state agencies promote and encourage the use of HUBs in all state purchasing contracts and to provide technical assistance to qualifying businesses interested in becoming HUB certified contractors.

## HUB MISSION STATEMENT

The mission of the Texas Tech University Health Sciences Center is to promote and encourage maximum HUB participation in our agency's procurement process.

TTUHSC wants to ensure qualified minority and women-owned businesses are given every opportunity to participate in the awarding of state contracts and subcontracts for goods and services.

TTUHSC's HUB Program is part of the Purchasing Department within the Finance Division, and reports to the Managing Director of Purchasing.

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TTUHSC HUB Web Link



## HUB PROGRAM

*Texas Tech University  
Health Sciences Center is  
committed to the highest  
ethical standards in providing  
equal opportunities to  
all minority and  
women-owned businesses.*

**Lubbock | Abilene | Amarillo  
Dallas | Midland | Odessa**

## **HUB PROGRAM GOALS**

- Promote full and equal business opportunities for all businesses in state purchasing and contracting
- Assist in getting qualifying vendors certified and re-certified in the HUB Program
- Maximize the award of contracts and subcontracts to HUBs by identifying and resolving obstacles that hinder HUB participation
- Insure opportunity notices are sent to all HUBs listed for services in bid proposals
- Improve the local business climate between state buyers and vendors
- Serve as a sponsor for Mentor Protégé agreements

## **HUB OPPORTUNITIES**

HUB opportunities continue to expand due to demographics, diversification, and increased awareness of HUB programs.

The state of Texas has more than 180 state agencies that spend more than \$2 billion annually with HUBS on state purchasing contracts.

HUB certification with the state of Texas increases business opportunities and expands our economic growth.

## **HUB ELIGIBILITY REQUIREMENTS**

To be certified as a State HUB Vendor, minority and women-owned businesses must meet the following criteria:

**U.S. Citizenship and Texas Residency** - Eligible HUB owners must be citizens of the United States and Texas residents, and must have their principal place of business in the State of Texas.

**Ethnicity** - Business owners must be a member of one of the qualifying groups that include: Asian Pacific Americans, Black Americans, Hispanic Americans, Native Americans, American Women.

**Business Ownership** - A business must be classified as one of the following business structures: Corporation, Sole Proprietorship, Partnership, Limited Partnership, or Joint Venture, where at least 51% of the assets and interest of all classes of stock and equitable securities are owned by one or more persons meeting the above criteria.

**Active Participation** - Business owners must actively participate in the following areas of their business: management, policy-making, major company decisions, and day-to-day operations.

## **HUB BIDDING PROCESSES**

TTUHSC Purchasing coordinates public bidding processes for large dollar purchases.

- Any product or service more than \$15,000 must be competitively bid on an informal basis.
- Any product/service more than \$40,000 must be formally bid (existing competitively awarded contracts may be considered).

## **HUB LINKS**

Supplier Diversity Dashboard:

<https://bids.sciquest.com/apps/Router/PublicEvent?CustomerOrg=TexasTech>

CMBL Access:

<https://comptroller.texas.gov/purchasing/vendor/cmb1>

ESBD Access:

<http://www.txsmartbuy.com/sp>

Mentor Protégé Program/Application:

<https://comptroller.texas.gov/purchasing/vendor/hub/mentor.php>



TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER™  
Finance Division  
HUB Program