

# HUB DEFINITION

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 recognized minority, non-minority woman or certified disabled veteran.

The HUB certification and compliance program is a state-mandated program 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 to 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 LINKS

Supplier Diversity Dashboard:

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

Mentor Protégé Program/Application:

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

ESBD Access:

<https://www.txsmartbuy.gov/esbd>

CMBL Access:

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

## HUB CONTACTS

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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## DO YOUR HOMEWORK

### Identify which departments on campus buy what you sell

The size and diversity of TTUHSC can be overwhelming to newcomers. To save you time and frustration, we encourage you to spend some time researching exactly which campus(es) and departments buy what you're selling.

Campuses:

Abilene: <https://www.ttuhsc.edu/campus/abilene/>

Amarillo: <https://www.ttuhsc.edu/campus/amarillo/>

Dallas/Mansfield: <https://www.ttuhsc.edu/campus/dallas-mansfield/>

Lubbock: <https://www.ttuhsc.edu/campus/lubbock/>

Permian Basin: <https://www.ttuhsc.edu/campus/odessa/>

 TEXAS TECH UNIVERSITY  
HEALTH SCIENCES CENTER.

Finance Division  
Purchasing  
HUB Program

# HUB PROGRAM

TTUHSC is dedicated to utilizing Historically Underutilized Businesses (HUBs) for contracts related to construction, services (including professional and consulting services), and commodities purchased at all institutional sites.



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# HUB BIDDING PROCESS

TTUHSC Purchasing coordinates public bidding processes for large dollar purchases.

- Any product or service more than \$50,000 must be competitively bid on an informal basis.
- Any product/service more than \$100,000 must be formally bid (existing competitively awarded contracts may be considered).

## HUB MISSION

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, women-owned, and certified disabled veteran businesses are given every opportunity to participate in the awarding of state contracts and subcontracts for goods and services.

# 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 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
- Ensure 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 ELIGIBILITY REQUIREMENTS

To be certified as a State HUB Vendor, a business 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.