



**Institutional Handbook of Operating Procedures
Policy 04.02.01**

Section: Fiscal Policies	Responsible Vice President: EVP of Business and Finance
Subject: Purchasing	Responsible Entity: Purchasing

I. Title

Historically Underutilized Businesses (HUB)

II. Policy

UTMB promotes full and equal opportunity for all businesses to supply the goods and services needed to support mission, administrative, and logistical operations of the institution. UTMB is committed to a good faith effort to increase purchases from and contract awards to Historically Underutilized Business (HUB) firms consistent with the state’s goals for HUB participation and overall economic development.

In support of the commitment, UTMB will:

1. Actively support and encourage HUBs to compete for UTMB procurements.
2. Conduct procurement activities, at all levels of the institution, on a fair and open basis.
3. Assist in the recruitment and development of HUBs so they may become permanent members of the Supply Chain.

III. Relevant System Policies and Procedures

Regents’ *Rules and Regulations* Series [20701 “Use of Historically Underutilized Businesses”](#)
[UT System Administration Policy Library – Policy UTS137](#)

IV. Additional References

[UTMB Departmental Generated Orders Procedure](#)
[UTMB HUB Purchasing Procedure 5.10](#)

V. Dates Approved or Amended

<i>Originated: 03/01/1996</i>	
<i>Reviewed with Changes</i>	<i>Reviewed without Changes</i>
02/28/2014	06/11/2018

VI. Contact Information

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