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808-Fiscal Year 2022 Annual HUB Report Supplemental Letter

The Texas Historical Commission (THC) places the utmost importance on increasing our agency's contracts with Historically Underutilized Businesses (HUBs). This reporting period, our agency's HUB participation in the Building Construction category exceeded the agency's goals. In other goals, such as Heavy Construction, Professional Services, Special Trade and Other Services, several non-HUB vendors were awarded contracts that dealt with construction, maintenance, and repairs in remote areas where HUBs are difficult to find. Despite these difficulties, our agency has made the following good faith efforts:

- Attended the 2021 Houston Minority Supplier Development Council (HMSDC) Spot Bid Fair and HUB Expo. (9/14/2021)
- Participated in the Annual Small, Minority, Women and Veteran Business Owners Contracting Conference in San Antonio, Texas (12/8/21).
- Participated in the DFW Minority Supplier Development Council's Access 2022 "Doing Business Texas Style Spot Bid Fair" in Irving, Texas (5/2/22 thru 5/3/22).
- Participated in the 2022 TRS 20th Annual Purchasing and HUB Connection Forum in Austin, Texas (6/7/22).
- Participated in the 2022 Statewide HUB EXPO in Beaumont, Texas (6/9/22).
- Educated non-certified HUB businesses to become certified by the Texas Comptroller of Public Accounts.
- Actively searched for HUB businesses from which to purchase.
- Encouraged agency staff personnel responsible for procurements of goods and services to maximize use of HUBs.
- Educated agency staff on HUB statutes and rules through meetings and training.
- Completed a self-assessment of our HUB goals in accordance with good faith efforts under Texas Administrative Code 34 TAC §20.284 (e)(1).
- Surveyed non-HUB agency-contractors to determine if they may be eligible to become a certified HUB. Provided outreach and additional information to agency contractors on the HUB Program and what the qualifications are to become a HUB certified.
- Educated vendors at HUB events on the Mentor-Protégé program that THC offers, including how to apply, and are working with interested vendors on the application process to become a protégé.
- Although current regulations do not allow for an agency to receive credit for purchases from HUB vendors that are on the Comptroller's statewide term contracts, THC makes a good faith effort to prioritize purchasing from HUB vendors on statewide term contracts.

Currently, the agency has various programs such as the Heritage Tourism Program and promotion of the THC's State Historic Sites that have enhanced opportunities for HUBs to be able to compete for the outsourcing of printing of brochures and other literature. In addition, there is a continued need for writers, workshop trainers, construction contractors and subcontractors, and various other services. The amount of projects completed will be contingent upon funding through appropriation, grants, and/or donations. The agency plans to vigorously solicit HUBs by performing outreach through sponsored forums and participation in other agency forums, as well as soliciting on the Electronic State Business Daily (ESBD) and the Centralized Master Bidders List (CMBL) for all formal bids/proposals.

The THC will continue to make every effort to increase HUB vendor participation and HUB vendor use.

Should you have any questions regarding our good faith efforts, please contact Mr. Daniel Estrada, Chief Financial Officer at (512) 475-0774.

Sincerely,

DocuSigned by:

Mark Wolfe

Executive Director