



STATE PRESERVATION BOARD

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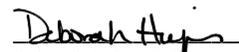
809 - FISCAL YEAR 2024 ANNUAL HUB REPORT SUPPLEMENTAL LETTER

The State Preservation Board continues to be fully committed to a good faith effort to conduct business with HUB certified businesses to achieve the goals of the HUB program while sustaining a fair, open and competitive procurement process. Ongoing efforts to promote HUB participation include:

- Facilitating vendor presentations to provide HUBs the opportunity to introduce their products and services to agency staff;
- Conducting one-on-one specialized forums with HUBs and procurement staff to provide vendors with a better understanding of how to do business with the agency;
- Posting HUB program and bid opportunity information on the agency's website;
- Attending all agency pre-bid meetings and giving instruction on successful completion of the HUB Subcontracting Plan; and
- Providing monthly HUB reports to agency management regarding HUB participation.

As a result of these efforts, the agency awarded 126 contracts and purchase orders to certified HUB vendors in FY 2023. Notable FY 2023 HUB contracts and purchase orders include security traffic barrier maintenance services, interior painting and HVAC maintenance services, office supplies, museum carpet installation services and HUB subcontractor participation on construction projects. The Capitol Building and Capitol Visitors Center roof projects are a large portion of the agency's expenditures, this single non-HUB expenditure has impacted the agency's ability to meet HUB goal. The majority of HUB reportable agency funds are spent either on competitively bid projects or on the purchase of specialized goods and services. The agency continues to see a low HUB bidder response rate on competitively bid projects. As a result of the unique mission, the agency contracts directly with vendors for many highly specialized goods and services where the HUB vendor base is very limited or non-existent. Examples include leasing and ongoing maintenance of the IMAX® projection system at the Bullock Texas State History Museum and leasing of traveling exhibits for display in the exhibit areas. An additional challenge for the agency HUB program is the purchase of products for resale in the Capitol and museum gift shops and in the agency e-commerce operation. Historically, the purchase of products for auxiliary enterprises accounts for about half of the agency's HUB reportable commodities contracts. Typically, these items are unique products available from only one vendor or are products that are mass-produced and available at the best price from large, national suppliers. The agency must choose products that satisfy the needs of our visitors, while providing the most profitable return for this self-funded enterprise that provides a vital source of revenue for the agency.

The SPB supports the state of Texas HUB Program and will continue to pursue HUB participation in the agency's procurement process.


Deborah Hujar, CTCD
Director of Administration