



Texas Department of Family and Protective Services

Commissioner

Jaime Masters, MS, MFT

Supplemental Letter for Fiscal Year 2021 Semi Annual HUB Report for Agency 530

The Texas Department of Family and Protective Services (DFPS) is dedicated to supporting the Statewide Historically Underutilized Business (HUB) Program. To demonstrate our commitment, DFPS HUB activities from September 1, 2020 to February 28, 2021, include:

- Utilized HUBs for subcontracting in the amount of \$955 for expenditures which were classified as non-reportable comptroller object codes. These subcontracting payments were made to the respective HUB categories: Hispanic \$595, and Women \$360.
- Participated in economic opportunity forums and statewide HUB outreach events to provide HUB vendors information on how to do business with DFPS.
- Established a third DFPS sponsored Mentor-Protégé relationship and continued efforts to identify and establish additional relationships as required by 34 TAC 20.298.
- Participated in the Statewide HUB Discussion Workgroup to promote the Texas HUB Program through continued education, networking, and providing proactive feedback.
- Reviewed solicitations with an expected value of \$100,000 or more to determine the probability of HUB subcontracting, prior to releasing solicitation documents.
- Provided HUB Subcontracting Plan (HSP) trainings to potential contractors and HUB vendors to ensure Good Faith Effort requirements are met.
- Facilitated networking opportunities for members of the Texas Association of African American Chambers of Commerce (TAAACC), Texas Association of Mexican American Chambers of Commerce (TAMACC), and HUB vendors to connect with respondents.
- Evaluated HSPs for compliance as required by 34 TAC 20.285, to achieve an 85% passing rate for submitted proposals.
- Conducted post-award meetings with newly awarded prime contractors to proactively discuss HSP contractual reporting requirements.
- Proactively notified interested vendors to assist with HUB certification and recertification processes administered by the Comptroller.
- Delivered trainings to agency contract staff on compliance requirements.
- Initiated an agency-wide workgroup charged with identifying, increasing, and disseminating HUB contracting and purchasing opportunities.
- Conducted outreach efforts to increase HUB participation in the Professional Services, recognizing that DFPS rarely has a need to contract for services in the category.
- Routine briefings to the Deputy Commissioner on HUB goals, efforts, and strategies.

For additional information, please contact Laura Zarate, DFPS HUB Coordinator, by telephone at (512) 839-4118 or by email at Laura.Zarate@dfps.texas.gov.

Sincerely,



Jaime Masters MS, MFT
Commissioner