



**529 and 537-Fiscal Year 2025  
Semi-Annual HUB Report Supplemental Letter**

Texas Health and Human Services (HHS) is committed to the utilization of Historically Underutilized Businesses (HUBs) by contracting both directly and indirectly through prime and subcontracting opportunities. Our good faith efforts to maximize HUB participation for the period of September 1, 2024 to February 28, 2025 include the following:

- Reviewed solicitations to determine subcontracting opportunities for HUBs in contracts over \$100,000;
- Conducted HUB Subcontracting Plan (HSP) training to current and potential contractors, agency contract managers, purchasing personnel, the HUB vendor community and other interested parties;
- Evaluated HUB subcontracting plans for compliance as required by 34 TAC 20.285, if applicable;
- Provided courtesy HSP reviews and debriefings to provide technical assistance to the vendor community and increase HSP submission compliance;
- Hosted and co-sponsored HUB economic opportunity forums (EOFs) and related statewide HUB outreach events;
- Notified HUBs not registered on the Centralized Masters Bid List about recertification and potential HHS bid opportunities; and
- Provided updates to agency leadership regarding the agency's HUB participation.

HHS would like to highlight additional expenditures made, but not captured by the Statewide HUB Report. During this reporting period, the agency utilized HUBs indirectly in the amount of \$15,051,416.07. These expenditures are for contracts which used a non-reportable object code that is not included in the statewide report.

Should you have any questions or need additional information, please contact, Letisha Metayer, HHS Procurement and Contracting Services (PCS)- HUB Director at (512) 884-8647 or by email at: [letisha.metayer@hhs.texas.gov](mailto:letisha.metayer@hhs.texas.gov).

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