

Bryan W. Shaw, Ph.D., P.E., *Chairman*  
Toby Baker, *Commissioner*  
Jon Niermann, *Commissioner*  
Richard A. Hyde, P.E., *Executive Director*



## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

### **Supplemental Summary for Fiscal Year 2017 Semi-Annual HUB Report for Agency 582**

The Texas Commission on Environmental Quality (TCEQ) is dedicated to supporting the goals and intent of the Historically Underutilized Business (HUB) program. Accomplishments during the first two quarters of FY17:

- Participated in 10 Economic Opportunity Forums at which HUBs received information on how to do business with TCEQ
- Maintained sponsorship of two Mentor-Protégé agreements
- Provided information to HUBs on state procurement requirements and on how to do business with TCEQ through one-on-one meetings, email, and by phone
- Held workshops for HUB vendors on the HUB program and on state and agency procurement requirements
- Presented HUB-related information at all pre-solicitation conferences, covering areas such as HUB subcontracting plan compliance, the selection of HUBs, the procedure for searching the Central Master Bidders List, and the Mentor-Protégé program
- Assisted in development of solicitations that emphasized regional service areas, as opposed to the solicitation of service contracts on a statewide basis
- Ensured specifications did not include unnecessary requirements that would impede HUB participation by, for example, reviewing bond and insurance requirements
- Provided information regarding TCEQ procurement opportunities, HUB certification and state purchasing requirements at three events of the Texas Association of African-American Chambers of Commerce and the Texas Association of Mexican-American Chambers of Commerce
- Participated on the planning committee for one HUB EXPO being spearheaded by CPA's Statewide Procurement Division (SPD), and conducted a workshop on marketing to state government
- Signed Memorandums of Cooperation with the Texas Association of African-American Chambers of Commerce and the Texas Association of Mexican-American Chambers of Commerce
- Participated in the statewide HUB Discussion Workgroup legislative subcommittee and outreach subcommittee meetings
- Identified payments to governmental entities (i.e., federal agencies, municipalities, etc.) impacting the agency's HUB utilization performance. Factoring out these expenditures, TCEQ's Professional Services (currently 8.61%), Other Services (currently 38.81%) and Commodities (currently 22.54%) HUB utilization, respectively, would have been 9.62%, 41.55% and 22.73%. The latter HUB percentages more accurately represent the agency's actual HUB performance.

Should you have any questions, please contact TCEQ HUB Coordinator Claribel Diaz at (512) 239-5369 or by email at [claribel.diaz@tceq.texas.gov](mailto:claribel.diaz@tceq.texas.gov).

Sincerely,

A handwritten signature in blue ink, appearing to read "John Racanelli".

John Racanelli  
Deputy Director  
Office of Administrative Services