

Bryan W. Shaw, Ph.D., P.E., *Chairman*  
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Richard A. Hyde, P.E., *Executive Director*



## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

### **Supplemental Summary for Fiscal Year 2014 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 FY14:

- participated in 29 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 how to do business with TCEQ through one-on-one meetings, email, and by phone
- held HUB meetings for purchasers, contract managers, and key decision makers. Invited HUB vendors to conduct business presentations to agency staff. Provided continual education units (CEUs) to procurement staff for participating in HUB outreach-related events
- 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
- notified 9,211 HUB vendors via email of potential contracting/subcontracting opportunities as the solicitations were posted on the Electronic State Business Daily web site, and invited HUBs to the pre-solicitation conference to network with potential prime contractors
- 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
- continued formal relationships with the Texas Association of African-American Chambers of Commerce and Texas Association of Mexican-American Chambers of Commerce
- participated in statewide HUB Discussion Workgroup legislative subcommittee and outreach subcommittee meetings
- identified payments made to governmental entities (i.e., federal agencies, municipalities, etc.) impacting the agency's HUB utilization performance. Factoring out these expenditures, TCEQ's Professional Services HUB utilization is 21.30% and Other Services is 36.53%. These HUB percentages provide a better representation of the agency's actual HUB performance with opportunities available to HUBs.
- received the U.S. Environmental Protection Agency Administrator's Award for Outstanding State, Local, or Tribal Office Performance Achievement for DBE Programs

Should you have any questions, please contact TCEQ HUB Coordinator Laura Cagle at either (512) 239-1293 or by email at [laura.cagle@tceq.texas.gov](mailto:laura.cagle@tceq.texas.gov).

Sincerely,

A handwritten signature in cursive script that reads "Dorca Zaragoza-Stone".

Dorca Zaragoza-Stone, PMP  
Deputy Director  
Office of Administrative Services