

Bryan W. Shaw, Ph.D., P.E., *Chairman*  
Toby Baker, *Commissioner*  
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## TEXAS COMMISSION ON ENVIRONMENTAL QUALITY

*Protecting Texas by Reducing and Preventing Pollution*

### **Supplemental Summary for Fiscal Year 2016 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 FY16:

- participated in 32 Economic Opportunity Forums (EOF) at which HUBs received information on how to do business with TCEQ
- conducted the agency's HUB EOF at the annual TCEQ Environmental Fair and Conference held on May 3rd and 4th to provide a wider audience with private and public sector procurement opportunities for HUBs
- maintained sponsorship of two Mentor-Protégé agreements
- provided information to HUBs on state procurement requirements and how to do business with TCEQ through EOFs, 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
- notified 10,466 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 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
- provided information regarding TCEQ procurement opportunities, HUB certification and state purchasing requirements at seven 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 three HUB EXPOs being spearheaded by Texas Comptroller of Public Accounts Statewide HUB Program and conducted workshops on marketing to state government
- participated in 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 14.02%) and Other Services (38.91%) HUB utilization, respectively, would have been 16.33% and 43.06%. The latter HUB percentages more accurately represent the agency's actual HUB performance.

Should you have any questions, please contact TCEQ HUB Coordinator Laura Cagle-Hinojosa 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 black ink, appearing to read "John Racanelli".

John Racanelli  
Deputy Director  
Office of Administrative Services