

SELLING GOODS AND SERVICES TO TCEQ



HUB

Statewide Historically Underutilized Business Program



A GUIDE FOR HUBS AND OTHER VENDORS

GI-238 (revised 11/24)

The Texas Commission on Environmental Quality is the environmental agency for the state. Our mission is clean air, clean water, and the safe management of waste.

THE HUB PROGRAM

TCEQ's Historically Underutilized Business Program promotes full and equal business opportunities for all businesses in state.

Through the HUB Program we seek to:

- **Assist eligible businesses** in obtaining HUB certification and recertification.
- **Educate vendors** on HUB requirements, procurement policies, and procedures.
- **Notify HUBs** of TCEQ procurement opportunities.
- **Identify and recruit HUBs** for subcontracting opportunities.
- **Monitor and encourage** prime contractors to meet their contractual goals in their HUB Subcontracting Plans.

GETTING CERTIFIED AND LISTED IN THE HUB DIRECTORY

The state certifies qualified HUBs through the Texas Comptroller of Public Accounts Statewide Procurement Division (SPD).

HUB Eligibility Requirements

An applicant owner must:

- be a U.S. Citizen with at least one year of Texas residency, and
- provide proof of 51% ownership and control of the day to day operation of the business.

The owner must also be an economically disadvantaged person meeting eligibility as a(n):

- Asian Pacific American
- Black American
- Hispanic American
- Native American
- American woman
- Service-Disabled Veteran with a service-related disability of 20% or greater

Additionally, the principal place of business must be a for-profit entity primarily based in Texas.

BENEFITS OF HUB CERTIFICATION

- Free registration of your business in the state's HUB Directory.
- Valid certification for four years, provided your business continues to meet HUB eligibility criteria.
- Increased exposure to state agencies and universities in solicitations for the procurement of goods and services.

For more information on how to become a certified HUB, contact:

Texas Comptroller of Public Accounts Statewide Procurement Division

P.O. Box 13186, Austin, Texas 78711

Toll free: 888-863-5881

www.comptroller.texas.gov

VENDOR RESOURCES

The Centralized Master Bidders List (CMBL)

Businesses can register on the Centralized Master Bidders List by completing an SPD application. When registered, you will receive solicitation documents and have your goods and services advertised to state agencies by class-item codes.

To register on the web, go to: mycpa.cpa.state.tx.us/tpasscmlsearch/tpasscmlsearch.do

Electronic State Business Daily

State agencies are required by law to post all procurement opportunities over \$25,000 on the SPD's Electronic State Business Daily. To view posted solicitations, go to: www.txsmartbuy.com/esbd

Economic Opportunity Forums

Economic Opportunity Forums are a convenient way to network and discuss solicitation opportunities with state agency purchasing representatives and HUB coordinators. These forums, which are open to all vendors, are sponsored by state agencies and organizations and posted by the SPD. For the schedule, go to: www.txsmartbuy.com/eof/index.html

TCEQ Mentor-Protégé Program

Our Mentor-Protégé Program builds effective working relationships between established companies and emerging HUB-owned companies.

The benefits of this voluntary program are:

- a mutually beneficial partnership for both mentor and protégé, especially in a relationship between a prime contractor and their subcontractor(s);
- an alternative to the good-faith effort requirements in the HUB Subcontracting Plan for the specific subcontracting area; and
- the Mentor-Protégé agreement, once established, can be used with all other state agencies and universities for their good-faith effort requirements.

If you are interested in our Mentor-Protégé Program, please contact our HUB office for additional information (see "TCEQ Contact Information").





WHAT TCEQ BUYS

We buy goods and services at our headquarters in Austin, and at each of our 16 regional offices.

Some frequently purchased goods and services by TCEQ are:

- Safety equipment and supplies
- Lab equipment and supplies
- Laboratory services
- Testing and monitoring services for air, gas, and water
- Professional engineering services
- Environmental remediation services
- Environmental drilling services



We encourage and support the purchase of products made from recycled, remanufactured, or environmentally sensitive products.



HISTORICALLY UNDERUTILIZED BUSINESS PROGRAM CONTACT INFORMATION

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P.O. Box 13087
Austin, TX 78711-3087

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Austin, TX 78753

Phone 512-239-1273

Fax 512-239-0823

Email HUB@tceq.texas.gov

www.tceq.texas.gov

tceq.texas.gov/publications

How is our customer service?

Fill out our online customer-satisfaction survey
at tceq.texas.gov/customersurvey

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