



Control Number: 30238



Item Number: 698

Addendum StartPage: 0



Alenco Communications, Inc.  
Est. 1978

December 30, 2008

2008-DEC-31 AM 10:23  
Filed Clerk

Central Records Filing Clerk  
Public Utility Commission of Texas  
1701 North Congress Avenue Rm. G-113  
P.O. Box 13326  
Austin, TX 78711-3326

Re: Project # 30238

Pursuant to the Public Utility Commission Substantive Rule §26.80 we enclose one original and three (3) copies of our 2008 HUB Use Report (Texas and Outside Texas) due December 31, 2008.

HUB vendors were identified by using the recommended business certification letters along with business type certification definitions mailed in prior years. For your convenience we have included copies of the letter, forms and definitions. For compliance, we send a complete mail out every other year to all vendors. The mailing that was sent out this year resulted in less than thirty percent of the forms returned and the procurement reported on represents less than 5% of our total procurement for the year. Because of the lack of response of our vendors we seriously question the reliability and accuracy of the data contained in this report being indicative of utilization of historically underutilized businesses.

If you need any further information, please let me know.

Sincerely,  
Alenco Communications, Inc.

Mary Jo Moncrief  
Chief Financial Officer

Mj/s  
Enclosures

June 11, 2008

Dear Alenco Communications, Inc. Supplier:

As you know, the Texas Legislature enacted a law that requires the reporting of certain information concerning our use of historically underutilized businesses as defined in the TEX. GOV'T CODE @ 481.101 (1995) to the Public Utility Commission of Texas.

To assist us in completing this legislative mandate, we are requesting that you complete the enclosed information sheet and return it to us by July 31, 2008. As always, we continue to purchase products and services on the basis of value and support to our company, customers and community.

If after reading the enclosed information you have questions concerning this request, please feel free to contact our office at (817) 447-0127.

Thank you in advance for complying with our request for this information.

Sincerely,

Robby R. Allen  
CEO

RRA/lc

Encls.

## **BUSINESS CERTIFICATION**

\*\*\*\*\*  
**CHECK ALL THAT APPLY** (Please refer to attached sheet for Business Type Certification Definitions).

- |   |  |
|---|--|
| <input type="checkbox"/> Small Business         | <input type="checkbox"/> Historically Underutilized Business |
| <input type="checkbox"/> Woman owned Business   | <input type="checkbox"/> Non-Profit Business                 |
| <input type="checkbox"/> Foreign-Owned Business |  |

Please indicate the category for the individual(s) who own and operate this business:

- |   |  |
|---|--|
| <input type="checkbox"/> Black American         | <input type="checkbox"/> Hispanic American |
| <input type="checkbox"/> Asian Pacific American | <input type="checkbox"/> American Indian   |
| <input type="checkbox"/> Woman                  | <input type="checkbox"/> Caucasian         |

Type of Product/Service: \_\_\_\_\_

Name of Business: \_\_\_\_\_

Business Address(include County where office is located): \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Company Officer completing this form: \_\_\_\_\_

\_\_\_\_\_  
Signature of Company Officer

\_\_\_\_\_  
Date

\*\*\*\*\*  
**PLEASE COMPLETE THIS FORM AND FORWARD TO THE TELEPHONE COMPANY OFFICE ON AN ANNUAL BASIS.**

**WE WOULD APPRECIATE YOUR SUBMITTING YOUR ANNUAL FORM NO LATER THAN July 31, 2008.**

## BUSINESS TYPE CERTIFICATION DEFINITIONS

1. **Small Business.** A business that meets the pertinent criteria established by the Small Business Administration. If you are not certain about your small business status, please contact the nearest office of the Small Business Administration for assistance.
  
2. **Historically Underutilized Business.** A business that meets the definition of a Historically Underutilized Business according to Tex. Gov't Code @ 481.101, 1995. ( A corporation formed for the purpose of making a profit in which at least 51 percent of all classes of the shares of stock or other equitable securities is owned by one or more persons who are socially disadvantaged because of their identification as member of certain groups including black Americans, Hispanic Americans, women, Asian Pacific Americans, and American Indians.
  
3. **Woman-Owned Business.** A business that is at least 51 percent owned by a woman or women who also control and operate the business.
  
4. **Non-Profit Business.** A business that is legally incorporated and not conducted or maintained for the purpose of making a profit.
  
5. **Foreign-Owned Business.** A business that is located and owned in a country outside the United States.

**HUB USE REPORT**  
Definitions/Explanations

**Historically Underutilized Business (HUB)** -- Pursuant to Texas Government Code § 481.191(4), HUB means:

(A) a corporation formed for the purpose of making a profit in which at least 51 percent of all classes of the shares of stock or other equitable securities is owned by one or more persons who are members of certain groups, including black Americans, Hispanic Americans, women, Asian Pacific Americans, and American Indians;

(B) a sole proprietorship formed for the purpose of making a profit that is 100 percent owned, operated, and controlled by a person described by Paragraph (A) of this subdivision;

(C) a partnership formed for the purpose of making a profit in which 51 percent of the assets and interest in the partnership is owned by one or more persons described by Paragraph (A) of this subdivision. Those persons must have proportionate interest and demonstrate active participation in the control, operation, and management of the partnership's affairs; or

(D) a joint venture in which each entity in the joint venture is a historically underutilized business under this subdivision.

**Small Business** -- Pursuant to Texas Government Code § 481.191(6), Small Business means a corporation, partnership, sole proprietorship, or other legal entity that:

(A) is domiciled in this state;

(B) is formed to make a profit;

(C) is independently owned and operated; and

(D) employs fewer than 100 full-time employees.

**MBE** -- Minority-owned Business Enterprise

**WBE** -- Women-owned Business Enterprises. Refers to non-minority women-owned businesses.

**Procurement Categories**

**Construction** -- Construction done by general contractors and special trade contractors which includes new work, additions, alterations, reconstruction, installations, repairs, remodeling, renovating, and repair of office buildings. Heavy construction other than buildings such as pipelines, communication and power lines, sewer and water mains, asphalt and concrete construction of roads, trenching, cable laying, conduit construction, land clearing and leveling.

**Commodities** -- All materials, goods or tangibles purchased to conduct business, not including fuel or purchased power contracts and major equipment purchases and rentals.

**Others Services** -- All specialty work, special circumstances that required contract labor, special consultants or other non-defined services. Examples include audio/visual, staffing services, landscaping, forestry, tree trimming, art and decorative services, janitorial, travel/lodging, automotive repair, and photography.

**Professional Services** -- Contracted professional services which include legal, consulting, health, engineering, accounting, advertising/marketing, architectural, real estate, computer services, research and analysis, education/training, insurance, surveying services, weather services, environmental, financial, etc.

**HUB USE REPORT**  
Definitions/Explanations

**Major Equipment** -- Includes all major equipment purchases and rentals including but not limited to transmission and distribution equipment, power plant equipment, substation equipment, heavy construction equipment, fleet requirements, etc.

**Other** -- Any commodity or service not covered by the above categories.

**Clarifications**

**Total Non-Fuel Procurement** – Equals total company expenditures for goods and services from vendors, including the combined totals for MBE & WBE Procurement and Unknown Status Procurement, and does not include expenses for internal business operations such as wages, benefits and other non-negotiable goods and services such as taxes and postage.

**Total Fuel and Purchased Power Procurement** – This is used to show fuel and purchased power for electric utilities only and does not apply to telephone utilities.

**Indirect HUB Procurements** – This information is reported on the Supplemental HUB Use Report and is used to show HUB procurements made indirectly (such as purchases by a subcontractor).

SMALL UTILITIES HUB USE REPORT (Texas purchases)

Utility:

ALENCO COMMUNICATIONS, INC. # 30238

MBE Procurement		Construction	Commodities	Other Services	Professional	Major Equipment	Other	Total HUB
		Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures
African American		0	0	0	0	0	0	0
Male		0	0	0	0	0	0	0
Female		0	0	0	0	0	0	0
Total		0	0	0	0	0	0	0
Asian American		0	0	12,921	0	0	0	12,921
Male		0	0	0	0	0	0	0
Female		0	0	0	0	0	0	0
Total		0	0	12,921	0	0	0	12,921
Hispanic American		0	39,111	29,768	0	0	0	68,879
Male		0	8,477	0	0	0	0	8,477
Female		0	47,588	29,768	0	0	0	77,356
Total		0	47,588	29,768	0	0	0	77,356
Native American		0	0	0	0	0	113	113
Male		0	0	0	0	0	0	0
Female		0	0	0	0	0	113	113
Total		0	0	0	0	0	113	113
MBE Total (Male/Female Minority)		0	47,588	42,689	0	0	113	90,390
WBE Total (Non-Minority Female)		64,953	52,947	16,203	25,976	0	3,875	163,954
Total MBE & WBE Procurement		64,953	100,535	58,892	25,976	0	3,988	254,344
Total Unknown Status Procurement (1)		7,000	72,634	72,315	225,122	6,423	655,413	1,038,907
Total Non-Fuel Procurement (2)		71,953	200,142	202,028	540,662	6,423	685,128	1,706,336
								<b>Total Utility Purchases</b>
								<b>0</b>
								<b>1,706,336</b>

(1) Vendors for whom HUB status is not directly known. (2) Expenditures for goods and services from vendors not including wages, benefits, and other non-negotiable goods and services such as taxes and postage. Includes MBE/WBE and

Reporting Period: Oct. 1, 2007 through Sep. 30, 2008  
 Address: F.O. BOX 1000  
 City: JOSHUA, TX 76058

Reporting Date: 12/30/2008  
 Contact person: Mary Jo Moncrief

State: TX Zip: 76058  
 Phone: 817-447-0127 Fax: 817-447-0169

SMALL UTILITIES HUB USE REPORT (purchases outside Texas)

Utility: \_\_\_\_\_

**ALENCO COMMUNICATIONS, INC. # 30238**

MBE Procurement	Construction		Commodities		Other Services		Professional		Major Equipment		Other		Total HUB	
	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures	Expenditures
African American Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
African American Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian American Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Asian American Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic American Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hispanic American Female	0	4,137	0	0	0	0	0	0	0	0	0	0	0	4,137
Total	0	4,137	0	0	0	0	0	0	0	0	0	0	0	4,137
Native American Male	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Native American Female	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	0	0	0	0
MBE Total (Male/Female Minority)	0	4,137	0	0	0	0	0	0	0	0	0	0	0	4,137
WBE Total (Non-Minority Female)	0	176	0	0	0	0	1,500	0	0	0	0	0	0	1,676
Total MBE & WBE Procurement	0	4,313	0	0	0	0	1,500	0	0	0	0	0	0	5,813
Total Unknown Status Procurement (1)	109,479	690,799	39,055	118,803	16,303	732,320	1,706,759							
Total Non-Fuel Procurement (2)	628,746	716,434	39,055	134,810	16,303	732,475	2,267,823							
<b>Total Fuel and Purchased Power Procurement (electric only)</b>													<b>Total Utility Purchases</b>	<b>0</b>
<b>Total Non-Fuel, Fuel, and Purchased Power Procurement</b>													<b>Total Utility Purchases</b>	<b>2,267,823</b>

(1) Vendors for whom HUB status is not directly known.

(2) Expenditures for goods and services from vendors not including wages, benefits, and other non-negotiable goods and services such as taxes and postage. Includes MBE/WBE and

Reporting Period: Oct. 1, 2007 through Sep. 30, 2008  
 Address: P.O. BOX 1000  
 City: JOSHUA, TX 76058

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 Contact person: Mary Jo Moncrief  
 State: TX Zip: 76058  
 Phone: 817-447-0127 Fax: 817-447-0169

To be filed by a utility which has more than 1,000 customers in a state other than Texas, or which purchases more than 10% of its goods and services from vendors not located in Texas.