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PUBLIC UTILITY COMMISSION
FILING CLERK

December 8, 2004

Patrick Tyler
Public Utility Commission of Texas
1701 North Congress Avenue
Austin, TX 78701

Re: Project No. 30240 – *Annual Progress Report on Five-Year Plan to Enhance Supplier and Workforce Diversity, Pursuant to §26.85*

Dear Mr. Tyler:

Enclosed is an original and three (3) copies of the attached report, Workforce and Supplier Diversity Form, pursuant to Substantive Rule §26.85.

Please call me at 469.762.3000, extension 2050 if you have any questions regarding the filing.

Sincerely,

Susan S. Cates
Special Projects Administrator

Attachment

Cc: The Honorable Rick Perry, Office of the Governor
The Honorable David Dewhurst, Lt. Governor's Office
The Honorable Tome Craddick, Speaker's Office
The Honorable Garnet Coleman, House Legislative Black Caucus
The Honorable Juan Hinojosa, Senate Hispanic Caucus
The Honorable Pete Gallego, House Mexican American Legislative Caucus

WORKFORCE AND SUPPLIER DIVERSITY FORM WORKFORCE DIVERSITY

Occupational Categories	NUMBER OF TEXAS FULL-TIME EMPLOYEES FOR REPORTING YEAR													
	Combined Total	Company Totals		Caucasian		African American		Hispanic		Asian		American Indian		
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	Male	Female	
Officials and Managers	0	0	0	0	0	0	0	0	0	0	0	0	0	
Professionals	4	2	2	2	2	0	0	0	0	0	0	0	0	
Technicians	11	10	1	9	1	0	0	1	0	0	0	0	0	
Sales Workers	0	0	0	0	0	0	0	1	0	0	0	0	0	
Office and Clerical	10	0	10	0	9	0	0	0	0	0	0	0	0	
Craft Workers (Skilled)	1	1	0	1	0	0	0	0	1	0	0	0	0	
Operatives (Semi-skilled)	0	0	0	0	0	0	0	0	0	0	0	0	0	
Laborers (Unskilled)	0	0	0	0	0	0	0	0	0	0	0	0	0	
Service Workers	0	0	0	0	0	0	0	0	0	0	0	0	0	
Previous Year Totals	25	17	8	14	7	2	0	1	1	0	0	0	0	
This Year Totals	26	13	13	12	12	0	0	1	1	0	0	0	0	

E: Double-click on embedded Excel chart to open. Click on a cell or use arrow keys to select an occupational category and ethnic group to update workforce diversity
ers. Do not enter information in Combined Total and Company Totals columns or the This Year Totals row as these will update automatically. Cells left blank will be
ed as zero. Click anywhere outside of chart to exit.

WORKFORCE AND SUPPLIER DIVERSITY FORM
HUB/SMALL BUSINESS PROCUREMENT AS A PERCENTAGE OF TOTAL COMPANY PROCUREMENT

Actual % = [Total HUB(1) procurement + Total Small Business(2) procurement]/Total Company procurement		Actual % for Previous FY	Actual % for Current FY	Percentage Change
Construction Contracts (3)		97.0000%	97.0000%	0.00%
Commodities Contracts (4)		0.0000%	0.0000%	%
Other Services (5)		1.0000%	1.0000%	0.00%
Professional Services Contracts (6)		1.0000%	1.0000%	0.00%
Major Equipment (7)		0.0000%	0.0000%	%
Other (8)		1.0000%	1.0000%	0.00%

(1) 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.

(2) 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.

(3) 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.

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

(5) 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.

(6) 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.

(7) 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.

(8) Other -- Any commodity or service not covered by the above categories.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

- (1) Describe the specific initiatives, programs, and activities undertaken under the plan during the preceding year:**

We post all positions open on our website as well as running advertisements in area newspapers. We follow all guidelines as an Equal Opportunity Employer.

We request bids from contractors and select the most cost efficient contractor qualified to perform the work needed.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

- (2) Make an assessment of the success of each of the specific initiatives, programs, and activities listed above:**

We hire the best qualified candidate(s) for each position regardless of EEO status.

We select the most cost efficient, qualified contractor for each requirement.

- (3) Describe the initiatives, programs, and activities the utility will pursue during the next year to increase the diversity of its workforce and contracting opportunities for small and historically underutilized businesses:**

We will continue to follow our hiring and sub-contracting guidelines as an Equal Opportunity company.

**WORKFORCE AND SUPPLIER DIVERSITY FORM
COMPANY INITIATIVES**

(4) State the specific progress made under the plan filed by the utility:

No significant change.