

**Project Name:** Bitters Rd. Brush Recycle Crew Quarters  
**Pre-Submittal Date:** October 15, 2013  
**SBEDA Requirements:** SBE Prime Contractor Program – 15 Evaluation Points;  
M/WBE Subcontracting Program – 11%



## I. Small Business Economic Development Advocacy (SBEDA) Program API's Applied:

- **SBE Prime Contractor Program** - certified SBE firms headquartered or having a Significant Business Presence within the San Antonio Metropolitan Statistical Area (SAMSA) responding to this solicitation as the Prime Contractor will receive **15** evaluation criteria points
  - ◆ Respondents must not subcontract more than 49% of the contract value to non-SBE firms
- **M/WBE Subcontracting Program - 11%** must be subcontracted to certified M/WBE(s) designated within the San Antonio Metropolitan Statistical Area (SAMSA)
  - ◆ All M/WBE(s) must also be certified as SBE
- Respondents eligible for the SBE evaluation percentage points must demonstrate their intent to comply with the SBEDA requirements by submitting a signed **Subcontractor/Supplier Utilization Plan** form with their response
  - ◆ Failure to submit the **Subcontractor/Supplier Utilization Plan** form or meet the subcontracting requirements will deem the response NON-RESPONSIVE
- Only first tier certified M/WBE(s) will count toward the subcontracting goal
- **SBE or M/WBE Prime participation does NOT count toward the Subcontracting goal**

## II. Eligibility Criteria

- Eligibility Certification:
  - ◆ SBE and M/WBE (AABE/ABE/HABE/NABE/WBE)
  - ◆ Certified through the South Central Texas Regional Certification Agency (SCTRCA) to perform commercially-useful function
- Be considered small under SBA size standards for specific industry category of work being proposed
- Headquartered or demonstrate “significant business presence” in the SAMSA (20% of total company employees regularly based in the SAMSA for at least one year) (SAMSA counties are: Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, or Wilson)
- SBEDA staff can assist with priority certification while solicitation is open

## III. Waivers & Exceptions

- A full or partial waiver of a specified subcontracting goal may be requested, for good cause, by submitting the *Respondent Subcontracting Waiver Request* form with the solicitation response
  - ◆ Form is available at:  
<http://www.sanantonio.gov/SBO/SmallBusinessDevelopmentAdvocacyProgram/RevisedSBEDAOrdinanceForms.aspx>
  - ◆ Waiver request must fully document subcontractor unavailability despite good faith efforts to comply with the goal
- Respondent may request, for good cause, an Exception to the application of the SBEDA Program by submitting the *Exception to SBEDA Program Requirements Request* form with the solicitation response
  - ◆ Form is available at:  
<http://www.sanantonio.gov/SBO/SmallBusinessDevelopmentAdvocacyProgram/RevisedSBEDAOrdinanceForms.aspx>
  - ◆ Exception request must fully document why:
    - Value of contract is below \$50,000;
    - No commercially-useful subcontracting opportunities exist; or
    - Type of contract is outside scope of the SBEDA Ordinance

## IV. Central Vendor Registry (CVR)

- All contractors/consultants (Prime or Sub) wishing to do business with the City must first register in the CVR
- To begin the registration process, please go to <http://www.sanantonio.gov/purchasing/SAePS.aspx>
- For technical assistance please call (210) 207-0118

## V. Contact Information

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