



# City of San Antonio SBEDA Program Construction

Small Business Office  
Aviation Department



# SBE Subcontracting Program

- 15% must be subcontracted to SBE (must be designated within SAMSA area)
  - SBE Prime participation does NOT count towards the SBE Subcontracting goal
  - SBEDA Language: Respondents must demonstrate commitment to satisfy a fifteen percent (15%) subcontracting goal. In the absence of a waiver granted by the Small Business Office, failure of a Respondent to commit to satisfying the SBE subcontracting goal shall render its response NONRESPONSIVE.
- Respondents must demonstrate their intent to accomplish this requirement by submitting the appropriate documentation with their response
  - Failure of a respondent to demonstrate their commitment to meet the subcontracting requirement will deem its response nonresponsive

# Eligibility Criteria

## ■ Eligibility

### Certification

- SBE certification through the South Central Texas Regional Certification Agency (SCTRCA)
  - [www.sctrca.org](http://www.sctrca.org)
  - Priority Certification - The Small Business Office (SBO) can assist in expediting certification with at least two weeks written notice to SBO prior to solicitation closing date.
  - Assistance with priority certification does not guarantee certification
- Headquartered or demonstrate “significant business presence” in the SAMSA (Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, and Wilson)
  - Significant business presence may be demonstrated by registration in the e-procurement system

# Waivers

## ■ Waivers

- may request, for good cause, a full or partial waiver of a **specified subcontracting goal** by submitting the *Respondent Subcontracting Waiver Request* form with the solicitation response.
  - *Form available at:*  
<http://www.sanantonio.gov/edd/SmallBusiness>)
- Waiver Request must fully document subcontractor unavailability despite good faith efforts to comply with the goal

# Exceptions

## ■ Exceptions

- may, for good cause, request an Exception to the application of the SBEDA Program by submitting the *Exception to SBEDA Program Requirements Request* form with the solicitation response
  - Form available at:  
<http://www.sanantonio.gov/edd/SmallBusiness/>
- 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 the scope of the SBEDA Ordinance



# SBEDA Forms

- Subcontractor / Supplier Utilization Plan
  - SBE Prime participation does NOT count towards the SBE subcontracting goal

# Questions

- For additional information, contact:

- *Lisa Brice (210) 207-3505*

- [Lisa.Brice@sanantonio.gov](mailto:Lisa.Brice@sanantonio.gov)*

- Complete information on the SBEDA Program

- <http://www.sanantonio.gov/edd/SmallBusiness/>*