

Project Name: District 3 Community Center

Pre-Submittal Date: January 20, 2015

SBEDA Requirements: SBE Prime Contractor Program – 12 Evaluation Points

M/WBE Subcontracting Program – 22%; AABE Subcontracting Program – 3%



CITY OF SAN ANTONIO

TRANSPORTATION & CAPITAL IMPROVEMENTS

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 committing to at least 51% SBE utilization (Prime and/or Sub) will receive 12 evaluation preference points
- **M/WBE Subcontracting Program - 22%** must be subcontracted to certified M/WBEs designated within San Antonio Metropolitan Statistical Area (SAMSA)
- **AABE Subcontracting Program - 3%** out of the 22% M/WBE subcontracting requirement must be subcontracted to certified AABEs designated within San Antonio Metropolitan Statistical Area (SAMSA)
 - ◆ All M/WBEs and AABEs must also be certified as SBE
- Respondents eligible for the SBE evaluation preference points must demonstrate their intent to meet the SBEDA requirements by submitting a signed **Subcontractor/Supplier Utilization Plan** form with their bid response
 - ◆ Failure to submit the **Subcontractor/Supplier Utilization Plan** form or meet the subcontracting requirements will deem the bid response NON-RESPONSIVE and may result in not receiving the evaluation preference points
- **SBE or M/WBE Prime participation does NOT count towards the Subcontracting requirements**

II. **Eligibility Criteria**

- Certified through the South Central Texas Regional Certification Agency (SCTRCA) as: **SBE and MBE/WBE (AABE/ABE/HABE/NABE/WBE)**
- Headquartered in the SAMSA 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)

III. **Waivers**

- 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 bid response
 - ◆ Form is available at: <http://www.sanantonio.gov/SBO/Forms.aspx>
 - ◆ Waiver request must fully document subcontractor unavailability despite good faith efforts to comply with the goal
 - ◆ Please refer to the Good Faith Effort Tips Sheet for SBEDA waiver for additional information on how to complete a *Respondent/Vendor Subcontracting Waiver* :
<http://www.sanantonio.gov/Portals/0/Files/SBO/Forms/GFETips07232013FinalVersion.pdf>

IV. **Central Vendor Registry (CVR) / San Antonio eProcurement System (SAePS)**

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

V. **COSA Vendor Listing**

- The City of San Antonio has a new and improved vendor search function. Please visit the COSA Vendor Listing at <http://sanantonio.gov/purchasing/vendorinformation/cosavendorlisting.aspx> to view or to download a listing of certified and non-certified vendors registered with the City.

For questions regarding SBEDA requirements, contact Ruben A. Flores at (210) 207-3923 or the Economic Development Department at 207-3922