

City of San Antonio Small Business Economic Development Advocacy (SBEDA) Program



Small Business Office
Economic Development Department

SBE Subcontracting Program

- 3% percent of contract must be subcontracted to SBEs
 - SBE prime respondents **will not** receive credit toward this requirement through self-performance
- Respondent must demonstrate intent to accomplish this requirement by submitting a Utilization Plan form.
 - Failure of a respondent to include this documentation will deem its response nonresponsive.
- Respondents must use the utilization plan included in the solicitation

Eligibility Criteria

- Eligibility
 - Certification
 - SBE through the South Central Texas Regional Certification Agency (SCTRCA)
 - Headquartered or demonstrate “significant business presence” in the SAMSA (Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, and Wilson)

Waiver

- Respondent may request a full or partial waiver of the **subcontracting goal** if they believe the goal to be unattainable.
- Respondent may request such waiver by submitting the “**Respondent/Vendor Subcontracting Waiver Request**” form with solicitation response. This form must include all requested documentation, detailing subcontractor unavailability despite good faith efforts to comply with the goal.
 - http://www.sanantonio.gov/edd/SmallBusiness/SBEDA_Forms.aspx
- If waiver is not granted, and respondent fails to meet the goal, response will be considered non-responsive.

Exception

- A Respondent may request an **Exception** to the application of the SBEDA Program if vendor believes SBEDA should not be applied to the solicitation.
- **Reasons for Exception:**
 - The value of the contract is estimated below \$50,000
 - No commercially useful subcontracting opportunity exists
 - The type of contract is beyond the scope of the SBEDA Ordinance
- Respondent must submit “**Exception to SBEDA Program Request**” form with solicitation response
 - http://www.sanantonio.gov/edd/SmallBusiness/SBEDA_Forms.aspx
- If exception is not granted, and respondent fails to meet goal, respondent will be deemed non-responsive.

Questions

- For additional information, contact:
 - *Marissa Newman (210) 207-3962*
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- Complete information on the SBEDA Program
<http://www.sanantonio.gov/edd/SmallBusiness/>