

Project Name: Healthy Snack Vending Services

Pre-Submittal Date: May 9, 2013

SBEDA Affirmative Procurement Initiatives: SBE Prime Contract: 20 points

I. SBE Prime Contract Program

- SBE prime respondents certified with the South Central Texas Regional Certification Agency and headquartered or having Significant Business Presence in the San Antonio Metropolitan Statistical Area proposing at least 51% SBE utilization are eligible to receive 20 SBEDA evaluation preference points.
- ***No evaluation criteria percentage points will be awarded by subcontracting to certified SBE firms***

II. Eligibility Criteria

- Eligibility Certification:
 - SBE/MBE/WBE
 - Certified through the South Central Texas Regional Certification Agency (SCTRCA) to perform a commercially-useful function
- Be considered small under SBA size standards for specific industry category of work being proposed
- Headquartered or demonstrate "significant business presence" (20% of total company employees) regularly based in the SAMSA (Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, or Wilson) for at least one year
- SBEDA staff can assist with priority certification while solicitation is open but this does not guarantee certification by solicitation close.
- For additional information, contact Catherine Olukotun at 210.207.8088 catherine.olukotun@sanantonio.gov

III. Central Vendor Registry (CVR)

- All contractors/consultants 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

For questions regarding SBEDA requirements, contact Catherine Olukotun at 210.207.8088 or catherine.olukotun@sanantonio.gov

IV. Exceptions

- 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 available at 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 scope of the SBEDA Ordinance
- For Exceptions, contact Catherine Olukotun at 210.207.8088 catherine.olukotun@sanantonio.gov