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Presentation On  
City of San Antonio  
Small Business Program

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### Small Business Program Objectives

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- Help local businesses grow
- Provide a remedy to remove disparity
- Promote utilization of minority & women-owned businesses through city contracting
- Use of public contracting to expand private sector participation for local businesses
- Grow local small businesses in non-traditional business categories
- Remove obstacles preventing small business from competing for City contracts
- Provide increased competition for City contracts

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Various  
Business Enterprises

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- Local Business Enterprise (LBE)**
  - Headquartered in San Antonio
  - Non-HQ must be within Bexar County (1-year)
  - Branch offices qualify - at least 10 employees
- Minority Owned Business (MBE)**
  - Hispanic, African - American, Asian, Native-American and Handicapped
  - Must have 51% ownership
  - Must be local
- Woman-Owned Business Enterprise (WBE)**
  - Gender Based - regardless of Ethnic Status
  - Must have 51% ownership
  - Must be local
- African-American Business Enterprise**
  - Owned by African-American group member
  - Must have 51% ownership
  - Must be local

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- Small Business (SBE)**
  - Tied to specific industry SBA size standard
  - Architecture & Engineering (A&E): less \$4,500,000 Annual revenue
  - Construction: Less than \$31,000,000
- Minority & Women-Owned Enterprise (M/WBE)**
  - Combined—minority and non-minority women
  - Must have at least 51% ownership
  - Established to promote M/WBE principal ownership
- Historically Underutilized Enterprise (HUE)**
  - Local (LBE)
  - Minority (MBE including AABE)
  - Women (WBE)
  - Small (SBE)
- HUE applies to discretionary contracts where preference points are applied

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- ### Performance Standard Percentage Points
- Clarify Preference Point System: 20% TOTAL (Only on Professional/Lease Contracts)
  - SA Headquartered Business: 10% of the selection criteria points
    - Non-Local Prime Contractors can receive points for using local businesses proportional to amount of work performed by local subcontractors (i.e. 50% to local -5 points)
    - Primes who have branch office will receive 6% of the selection points
  - Historically Underutilized Enterprises (HUEs): 5% of the selection criteria points
    - Primes who subcontract with HUEs can receive points proportional to amount of work performed by HUEs (i.e., 50% to HUEs - 2.5 points)
    - S/MBEs and/or S/WBEs must be certified by SCTRCA or approved by Director of Economic Development to be considered HUEs.
  - Small Business Program Compliance: 5% of the selection criteria points
    - Submission/Approval of GFEP
    - 1% for meet/exceed MBE goal; 1% for meet/exceed WBE goal; 1% for meet/exceed AABE goal; 1% for meet/exceed SBE goal

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Small Business  
Program Compliance

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Professional Goals

MBE 31%  
WBE 10%  
AABE 2.2%  
SBE 50%

\*Goals set by City Council\*

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Good Faith Effort Plan

Why is it important to complete fully and accurately?

- The extent of good faith effort made to utilize local certified SBE/MBE/WBE/AABE firms is used in evaluating proposal/bid
- Indicates the effort made in outreach: advertising mediums and solicitations to subs
- Primary concern for Council is to utilize local small businesses

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## Good Faith Effort Plan

### How do I fill out a GFEP?

- Full names of each subcontractor - no abbreviations
- Since contract dollars are not known you will need to show a percentage (%) amount of what your firm will be comfortable subcontracting out
- Do not list "TBD" or 0 in contract amount fields - these will not allow Small Business office to determine points
- Fill out the second page to show outreach made
- Attach current copies of SCTRCA certifications. If you receive one that shows expired contract that firm to get a current one. Expired certifications will not count toward the SBEDA goal
- Sign your Good Faith Effort Plan

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## SCTRCA Certification

### Research for Subcontractors:

- Search the South Central Texas Regional Certification Agency (SCTRCA) website at [www.sctrca.org](http://www.sctrca.org) and/or contact Economic Development Department (EDD) Small Business Office
- Research Local organizations i.e. Chambers of Commerce, Hispanic Chamber of Commerce)
- Builders Exchange
- La Prensa
- SA Observer
- Commercial Recorder

Contact EDD/Small Business Office to prioritize certification applications on subcontractors you want to use for projects. (\*Need a 3-5 days lead time at a minimum)

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