

City of San Antonio SBEDA Program

Small Business Office
Capital Improvements Management Services Department

Subcontracting Program

- 20% must be subcontracted to SBE (must be designated within SAMSA area)
 - SBE Prime participation does **NOT** count towards the SBE Subcontracting goal
- 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

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

Eligibility Criteria

■ Eligibility

– Certification

- SBE and SBE/MWBE 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)

– Priority Certification Process

- SBEDA staff can assist with priority certification while the RFQ is open

SBEDA Forms

- Subcontractor Utilization Commitment Form
 - Failure to include a signed copy will result in bid proposal being deemed as non-responsive.

Questions

- For additional information, contact:
 - *Fernando Hernandez (210) 207-1339*
fernando.hernandez@sanantonio.gov
- Complete information on the SBEDA Program
<http://www.sanantonio.gov/edd/SmallBusiness/>