

**Project Name:** Hemisfair Civic Park  
**Pre-Submittal Date:** October 30, 2013

**SBEDA Requirements:** SBE Prime Contractor Program: (10) Evaluation Points  
M/WBE Prime Contractor Program: (10) Evaluation Points  
SBE Subcontracting Program: 24% Subcontracting Goal



CITY OF SAN ANTONIO  
**CAPITAL IMPROVEMENTS  
MANAGEMENT SERVICES**

## **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 Consultant committing to at least 51% SBE utilization (Prime and/or Sub) will receive **10** evaluation points
- **M/WBE Prime Contractor Program** - Certified M/WBE firms headquartered or having a Significant Business Presence within the SAMSA responding to this solicitation as the Prime Consultant committing to at least 51% SBE utilization (Prime and/or Sub) will receive **10** evaluation points
  - ◆ All M/WBEs must also be certified as SBEs; therefore, M/WBE firms responding to this solicitation as the Prime will also be eligible for SBE Prime Contractor evaluation points
- **SBE Subcontracting Goal - 24%** must be subcontracted to certified SBE(s) designated within San Antonio Metropolitan Statistical Area (SAMSA)
- ***SBE or M/WBE Prime participation does NOT count towards subcontracting goal***
- Respondents eligible for the SBE or M/WBE evaluation percentage points must demonstrate their intent to meet the SBEDA requirements by submitting a signed **Subcontractor/Supplier Utilization Commitment Form** with their response
  - ◆ Failure of a Respondent to submit a signed Subcontractor/Supplier Utilization Commitment Form will result in disqualification
- Selected firm will be required to complete and submit a **Subcontractor/Supplier Utilization Plan** once negotiations are complete

## **II. SBEDA Program Eligibility Criteria**

- Certification:
  - ◆ SBE
  - ◆ SBE and M/WBE (AABE/ABE/HABE/NABE/WBE)
  - ◆ Certified through the South Central Texas Regional Certification Agency (SCTRCA) to perform commercially-useful function
- Be considered small under SBA size standards for specific industry category of work being proposed
- Headquartered 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 include: Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, or Wilson)
- SBEDA staff can assist with priority certification while solicitation is open

## **III. Waivers & Exceptions**

- 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 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
- 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 is available at: <http://www.sanantonio.gov/SBO/Forms.aspx>
  - ◆ 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

## **IV. Central Vendor Registry (CVR)**

- All contractors/consultants (Prime or Sub) 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

## **V. SBEDA POC Information**

- Ruben A. Flores (210) 207-3923 or [ruben.a.flores@sanantonio.gov](mailto:ruben.a.flores@sanantonio.gov)