

Project Name: On-Call Construction Services

Pre-Submittal Date: November 27, 2012

SBEDA Affirmative Procurement Initiative: 30% SBE Subcontracting Goal and 20% M/WBE Subcontracting Goal

I. SBE Subcontracting Program

- **30%** must be subcontracted to certified SBE(s) designated within San Antonio Metropolitan Statistical Area (SAMSA)
- 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
- ***SBE Prime participation does NOT count towards SBE Subcontracting goal***

II. M/WBE Subcontracting Program

- **20%** must be subcontracted to certified SBE(s) designated within San Antonio Metropolitan Statistical Area (SAMSA)
- ***M/WBE Prime participation does NOT count towards 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
- ***M/WBE Prime participation does NOT count toward M/WBE Subcontracting goal***

III. Eligibility 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” (20% of total company employees) regularly based in the SAMSA (Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, or Wilson) for at least one year
- Submit **Sub-Consultant/Supplier Utilization Commitment Form** with response (failure to do so will deem bid non-responsive)
 - Awardee will be required to complete and submit **Subcontractor/Supplier Utilization Plan form** once final negotiations are complete
- SBEDA staff can assist with priority certification while solicitation is open
- For additional information, contact Brenda Navarro at 210.207.5442 brenda.navarro@sanantonio.gov

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 www.sanantonio.gov/edd/SmallBusiness/
- 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 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

Project Name: On-Call Construction Services

Pre-Submittal Date: November 27, 2012

SBEDA Affirmative Procurement Initiative: 30% SBE Subcontracting Goal and 20% M/WBE Subcontracting Goal

- Type of contract is outside scope of the SBEDA Ordinance
- For Waivers or Exceptions, contact Aurora Perkins at 210.207.3996 or aurora.perkins@sanantonio.gov

IV. 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