



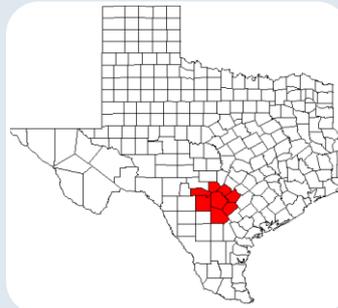
TEMPORARY ELECTRICAL AND PLUMBING SERVICES FOR CSF EVENTS

SBEDA PRESENTATION

SBEDA Eligibility



Certified
by SCTRCA



HQ or
Significant
Business
Presence in
SAMSA



Registered
in CVR

SBEDA Affirmative Procurement Initiatives (APIs)

Subcontracting Program



SBEDA Affirmative Procurement Initiatives (APIs)

BE SAN ANTONIO

SMALL BUSINESS BOOTCAMP
MENTOR/PROTÉGÉ
PROTÉGÉ
BONDING ASSISTANCE
MENTOR
NEWS
CONTACT

BE A MENTOR

GIVE BACK AND YOU SHALL RECEIVE.

At first glance, it may seem that being a Mentor is all about give, give, give – and there's no question that your business insight can be a valuable contribution to business development programs. However, there are other rewards than just the thanks you'll get from your Protégé and the business community.

Many firms tell us that preparing to be a Mentor forces them to critically focus on current operations, shake off stagnant routine approaches, explore new technology and consider simplified or streamlined processes. In short, you have an opportunity to improve your business as you help your Protégé improve theirs.

AS A MENTOR, YOU:

- Are matched with a Protégé to provide guidance and advice regarding business operations.
- Maintain a working relationship with the Protégé for 24 months.

YOU ARE ELIGIBLE TO BE A MENTOR IF YOU:

- Complete an application and questionnaire providing: a brief company profile, operating history, general and specialized areas of operational expertise, activities and accomplishments in supporting small, minority and/or women-owned business enterprises.
- Submit a detailed plan to provide the necessary time and resources to ensure a successful Mentor/Protégé relationship.
- Attend an orientation session describing the roles and expectations for each respective partnership.
- Commit to work with the Protégé for 24 months.

APPLY NOW
BEING
MENTOR
PARTICIPANT

City of San Antonio
Mentorship Incentive Commitment Form

Solicitation Name: **Retiree Health Benefits**

Respondent Name: _____

In responding to this solicitation, Respondents certifying their commitment to serve as Mentors in the City of San Antonio's Mentor Protégé Program will receive five (5) evaluation criteria preference points.

For joint venture Respondents, each joint venture partner must initial, sign and submit a "Mentor Commitment Form" in order for the joint venture Respondent to receive the five (5) evaluation criteria preference points.

Initial each statement and sign below:

I understand that by committing to serve as a Mentor in the City of San Antonio Mentor Protégé Program, my firm will be placed in a Mentor pool for a period of two (2) years, beginning from the date below, even if my firm or joint venture is not selected for contract award.

I understand that unless I have already completed a Mentor-Protégé Program Mentor Application, I commit to doing so within seven (7) days from the date below.

I understand that by committing to serve as a potential Mentor, it is my firm's responsibility to, and the City's expectation that it will meet the program criteria if selected by the Mentor-Protégé Program Administrator to enter into a Mentor-Protégé agreement.

I understand that if my firm is selected to serve as a Mentor, it will be committing to Mentor a Protégé firm for a period of two (2) years from the date of entering into a Mentor-Protégé agreement.

The City of San Antonio Mentor-Protégé Program is administered by the Alamo Community College District.
To apply for the Mentor-Protégé Program, please visit the Mentor-Protégé web site at:
<https://besanantonio.com/mentor-protége/>

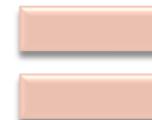
Signature

Date

Printed Name & Title

Revised 11/22/2013

Mentorship Incentive



5
points



City of San Antonio
Subcontractor/Supplier Utilization Commitment Form

Solicitation Name: **Temporary Electrical and Plumbing Services for CSF Events**

Respondent Name:

Initial each statement and sign below.

In responding to this solicitation for a task order contract, I hereby affirm my firm's commitment to meet the subcontracting requirements indicated in the solicitation.

I understand a Small Business Enterprise (SBE) subcontracting goal of **twenty five percent** (25%) applies to this solicitation.

I understand that absent a waiver approved by the Small Business Office, failure to include a completed, signed copy of this Commitment Form to satisfy the subcontracting goals for this solicitation will render this response **NON-RESPONSIVE**.

completed, signed copy of this Commitment Form to satisfy the subcontracting goals for this

I understand my firm is required to submit the Subcontractor/Supplier Utilization Plan to CITY on a quarterly basis based on the SBO's job order, on-call, and/or indefinite delivery contracts reporting schedule resulting from this solicitation (except for the last quarter of this contract term, during which my firm shall submit for each accepted task order).

subcontracting goals for S/M/WBE firm participation in the performance of a Commercially Useful Function under the terms of its contract shall be a material breach and grounds for termination of the contract with the CITY, and may result in debarment from performing future CITY contracts, withholding of payment for retainage equal to the dollar amount of the under-utilization below the agreed-upon subcontracting goals, and/or shall be subject to any other remedies available under the terms of this Agreement for violations of the SBEDA Ordinance, or under any other law.

Signature

Date

Printed Name & Title



City of San Antonio
Mentorship Incentive Commitment Form

Solicitation Name: **Temporary Electrical and Plumbing Services for CSF Events**

Respondent Name:

In responding to this solicitation, Respondents certifying their commitment to serve as Mentors in the City of San Antonio's Mentor Protégé Program will receive five (5) evaluation criteria percentage Points.

For joint venture Respondents, each joint venture partner must initial, sign and submit a "Mentor Commitment Form" in order for the joint venture Respondent to receive the five (5) evaluation criteria

I understand that by committing to serve as a Mentor in the City of San Antonio Mentor Protégé Program, my firm will be placed in a Mentor pool for a period of two (2) years, beginning from the date below, even if my firm or joint venture is not selected for contract award.

I understand that unless I have already completed a Mentor-Protégé Program *Mentor Application*, I commit to doing so within seven (7) days from the date below and that failing to do so will result in my response not receiving the five (5) evaluation criteria preference Points.

I understand that if my firm is selected to serve as a Mentor, it will be committing to Mentor a Protégé firm for a period of two (2) years from the date of entering into a Mentor-Protégé agreement.

Signature

Date

Printed Name & Title

Waivers



**Respondent/Vendor Subcontracting
Waiver Request Form**

COMPANY MUST SUBMIT THIS FORM WITH ITS SOLICITATION RESPONSE.

COMPANY NAME: DATE:

CONTACT PERSON: CONTACT PHONE #:

CONTACT EMAIL ADDRESS:

SOLICITATION NAME:

1. Describe the rationale for your request for a waiver to the subcontracting goals applied to this solicitation.

2. List all SBE/AABE/ABE/HABE/NABE/WBE listings or directories utilized to solicit participation for this solicitation.

3. List all contractor associations and other associations solicited for SBE/AABE/ABE/HABE/NABE/WBE referrals.

4. Indicate advertisement mediums used for soliciting bids from all SBE/AABE/ABE/HABE/NABE/WBEs.

5. List all other efforts aimed at utilizing SBE/AABE/ABE/HABE/NABE/WBE firms.

- 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
- Please refer to the Good Faith Effort Tips Sheet for SBEDA waiver for additional information on how to complete a *Respondent/Vendor Subcontracting Waiver* :
<http://www.sanantonio.gov/Portals/0/Files/SBO/Forms/GFETips07232013FinalVersion.pdf>

Important Notes

Respondents may request an Exception from SBEDA

- Submit with response and are subject to SBO approval
<http://www.sanantonio.gov/SBO/Forms.aspx>

All primes and subcontractors must be registered in SAePS

- <http://www.sanantonio.gov/purchasing/saeps.aspx>
- For technical assistance please call (210) 207-0118

Vendor listing available online

- The City of San Antonio has a new and improved vendor search function. Please visit the COSA Vendor Listing to view or to download a listing of certified and non-certified vendors registered with the City.
<http://sanantonio.gov/purchasing/vendorinformation/cosavendorlisting.aspx>

Assistance available developing proposal, completing the Utilization Plan and priority certification

- Priority certification is not guaranteed before bid closing
- To download the application, please visit the SCRTCA website: <http://www.sctrca.org/>

CONTACT US



David Rodriguez, Sr. Economic Development Specialist

- David.Rodriguez3@SanAntonio.gov
- (210) 207- 0071

UTSA PTAC is available to provide assistance to SMWBEs

- Website: ptac.txsfdc.org
- Email: ptac@utsa.edu
- (210) 458-2458