Project Name: District 2 New Branch Library
Pre-Submittal Date: October 29, 2013
SBEDA Requirements: SBE Prime Contractor Program – 15 Evaluation Points;
M/WBE Subcontracting Program – 22%; AABE Subcontracting Program – 3%

CITY OF SAN ANTONIO
TRANSPORTATION & CAPITAL IMPROVEMENTS

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 Contractor proposing at least 51% SBE utilization (Prime and/or Sub) will receive 15 evaluation points
- M/WBE Subcontracting Program - 22% must be subcontracted to certified M/WBE(s) designated within the San Antonio Metropolitan Statistical Area (SAMSA)
- AABE Subcontracting Program - 3% out of the 22% M/WBE subcontracting requirement must be subcontracted to certified AABE(s) designated within the San Antonio Metropolitan Statistical Area (SAMSA)
  - All M/WBEs and AABE(s) must also be certified as SBE
- Respondents eligible for the SBE evaluation preference points must submit a signed Subcontractor/Supplier Utilization Plan form with their response
  - Failure to submit the Subcontractor/Supplier Utilization Plan form or meet the subcontracting requirements will deem the response NON-RESPONSIVE and submitted proposal will not be evaluated
- *SBE or M/WBE Prime participation does NOT count towards the Subcontracting requirements*

II. Eligibility Criteria

- Certified through the South Central Texas Regional Certification Agency (SCTRCA) as: SBE and MBE/WBE (AABE/ABE/HABE/NABE/WBE)
- Headquartered in the SAMSA 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 are: Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, or Wilson)

III. Waivers

- 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

IV. Central Vendor Registry (CVR) / San Antonio eProcurement System (SAePS)

- All contractors/consultants (Prime or Sub) wishing to do business with the City must first register in the CVR / SAePS
- To begin the registration process, please go to: http://www.sanantonio.gov/purchasing/SAePS.aspx
- For technical assistance please call (210) 207-0118

V. COSA Vendor Listing

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

For questions regarding SBEDA requirements, contact Ruben A. Flores at (210) 207-3923 or the Economic Development Department at 207-0071