

Project Name: Annual Contract for Natural Creekway Maintenance

Pre-Submittal Date: November 6, 2012

SBEDA Affirmative Procurement Initiative: 15% SBE Subcontracting Goal; 10% M/WBE Subcontracting Goal; and 20(pts) SBE Prime Contract Program Preference Points

I. Subcontracting Program

- 15% must be subcontracted to certified SBE(s) designated within San Antonio Metropolitan Statistical Area (SAMSA)
- 10% must be subcontracted to certified M/WBE(s) designated within San Antonio Metropolitan Statistical Area (SAMSA)
- Certified M/WBE's must also be certified SBE's
- Respondents must demonstrate their intent to accomplish this requirement by submitting the appropriate documentation with their response (Subcontractor/Supplier Utilization Form)
- Failure of a respondent to submit the Subcontractor/Supplier Utilization Form or meet the subcontracting requirement will deem its response nonresponsive
- *SBE Prime participation does NOT count towards SBE Subcontracting goal*
- *M/WBE Prime participation does NOT count toward M/WBE Subcontracting goal*

II. SBE Prime Contract Program

- Certified SBE firms headquartered or having a Significant Business Presence within the San Antonio Metropolitan Statistical Area responding to this solicitation as the Prime Contractor will receive twenty (20) preference points
- A minimum of 51% of this contract shall be self-performed and/ or shall be subcontracted to other certified Small and Minority Business Enterprise and/or Small and Woman Business Enterprise having a Significant Business Presence within the San Antonio Metropolitan Statistical Area (SAMSA)
- *Respondents must not subcontract more than 49% of the contract value to a non-SBE firm*
- S/M/WBEs must be certified with the South Central Texas Regional Certification Agency
- *No evaluation criteria percentages points will be awarded through subcontracting to certified SBE firms*
- Respondents must demonstrate their intent to accomplish this requirement by submitting the appropriate documentation with their response

III. Eligibility Criteria

- Eligibility Certification:
 - SBE
 - SBE and M/WBE (AABE/ABE/HABE/NABE/WBE)

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- 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
- SBEDA staff can assist with SCTRCA priority certification while solicitation is open
- For additional information, contact Shuchi Nagpal at 210.207.0071 Shuchi.Nagpal@sanantonio.gov

IV. 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
 - ◆ Type of contract is outside scope of the SBEDA Ordinance
- For Waivers or Exceptions, contact Shuchi Nagpal at 210.207.0071 or Shuchi.Nagpal@sanantonio.gov

V. 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