

I. Small Business Economic Development Advocacy (SBEDA) Program API's Applied:

- **SBE Prime Contractor Program** - SBE prime respondents certified with the South Central Texas Regional Certification Agency and headquartered or having Significant Business Presence in the San Antonio Metropolitan Statistical Area (SAMSA) for at least one year proposing at least 51% SBE utilization are eligible to receive **twenty (20)** SBEDA evaluation preference points
- Respondents eligible for the SBE evaluation preference points must submit a signed **Subcontractor/Supplier Utilization Plan** form with their response
- ***No evaluation preference points will be awarded to non-Small, Minority/Women –Owned Business Enterprises (non-S/M/WBE) prime respondents by subcontracting to certified S/M/WBE firms***

II. Eligibility Criteria

- Certified through the South Central Texas Regional Certification Agency (SCTRCA) as: **SBE**
- 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)
- ***SBEDA staff can assist with priority certification while solicitation is open***

III. Exceptions

- 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) / 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/vendorlisting.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 [ruben.a.flores@sanantonio.gov] or the Economic Development Department at 207-0071