

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

**SBE Prime Contractor Program – 10 pts**

- 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 10 SBE Prime evaluation criteria percentage points
- *No evaluation criteria percentages points will be awarded through subcontracting to certified SBE firms*
- Respondents must not subcontract more than 49% of the contract value to a non-SBE firm(s)

**MWBE Prime Contractor Program – 10 pts**

- 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 10 M/WBE Prime evaluation criteria percentage points
- *No evaluation criteria percentages points will be awarded through subcontracting to certified SBE firms*
- Respondents must not subcontract more than 49% of the contract value to non-M/WBE firm(s)

**II. Eligibility Criteria**

- 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” 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. 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:  
<http://www.sanantonio.gov/SBO/SmallBusinessDevelopmentAdvocacyProgram/RevisedSBEDAOrdinanceForms.aspx>
  - ◆ Waiver request must fully document subcontractor unavailability despite good faith efforts to comply with the SBEDA requirements
- 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/SmallBusinessDevelopmentAdvocacyProgram/RevisedSBEDAOrdinanceForms.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)**

- All contractors/consultants (Prime or Sub) wishing to do business with the City must register in City’s CVR
- To begin the registration process, please go to <http://www.sanantonio.gov/purchasing/SAePS.aspx>
- For technical assistance please call 210.207.0118 or 210.207.5896

**V. Contact Information**

- Maria Godina (210) 207-1677 or [maria.godina@sanantonio.gov](mailto:maria.godina@sanantonio.gov)