



2017 BOND SCOPING & ESTIMATING SERVICES

SBEDA PRESENTATION

SBEDA Affirmative Procurement Initiatives (APIs)

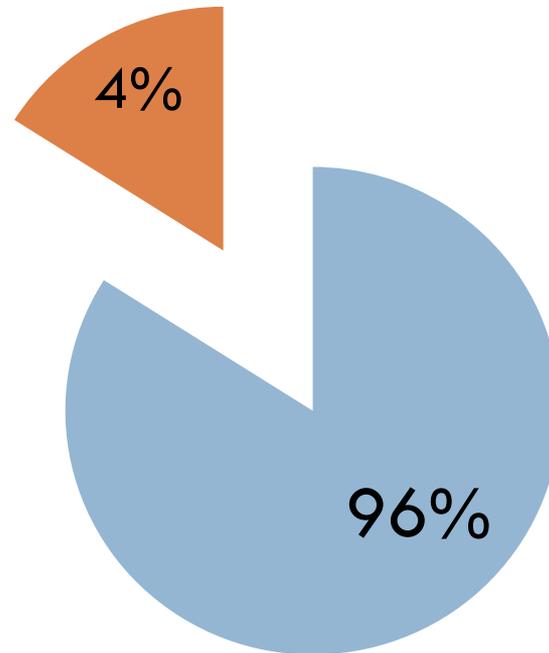
M/WBE Prime Contract Program



SBEDA Affirmative Procurement Initiatives (APIs)

SBE Subcontracting Program

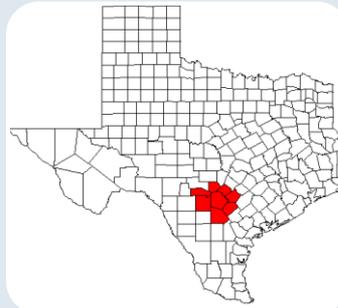
■ Prime Portion ■ SBE Subcontracting



SBEDA Eligibility



Certified
by SCTRCA



HQ or
Significant
Business
Presence in
SAMSA



Registered
in CVR

Commitment Form



City of San Antonio Subcontractor/Supplier Utilization Commitment Form

Solicitation Name: **2017 Bond Scoping and Estimating Services**

Respondent Name:

Initial each statement and sign below.

In responding to this solicitation for which proposals are not initially evaluated based upon price, I hereby affirm my firm's commitment to meet the subconsulting goals indicated in the solicitation.

I understand a Small Business Enterprise (SBE) subconsulting goal of **four** percent (4%) applies to this solicitation.

I understand that self-performance by S/M/WBE prime respondents does not count toward this subconsulting goal.

I understand M/WBE prime respondents proposing at least 51% M/WBE utilization (prime and/or subconsultant) will receive ten (10) evaluation preference points.

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 subconsulting goals for this solicitation will render this response NON-RESPONSIVE.

I understand and affirm that absent a waiver approved by the Small Business Office, if asked to submit a price proposal response, I will be required to submit a Subcontractor/Supplier Utilization Plan with the price proposal response.

I understand that my firm's failure to submit the Subcontractor/Supplier Utilization Plan satisfying subconsulting goals during the price proposal response will be grounds for termination of negotiations and will allow the City to enter into negotiations with another Respondent.

Signature

Date

Printed Name & Title



CITY OF SAN ANTONIO SUBCONTRACTOR/SUPPLIER UTILIZATION PLAN

SOLICITATION NAME: **2017 Bond Scoping and Estimating**

RESPONDENT NAME:

SOLICITATION API: **Minority / Women-Owned Business Enterprise (M/WBE) Prime Contract Program and Small Business Enterprise (SBE) Subcontracting Program**

API REQUIREMENTS: In order to receive the **ten (10) evaluation preference points** associated with the M/WBE Prime Contract Program, M/WBE Prime Respondents must document on this form that at least 51% of this contract shall be self-performed or shall be subcontracted to other certified M/WBE with a Significant Business Presence within the San Antonio Metropolitan Statistical Area.

Moreover, respondents must demonstrate commitment to satisfy a **four percent (4%) SBE subcontracting goal**. Self-performance by M/WBE and/or SBE prime respondents does not count towards the subcontracting goal.

Pursuant to the SBEDA Ordinance, M/WBEs must also be certified as SBEs with the South Central Texas Regional Certification Agency (SCTRCA). Commitment to meet subcontracting requirements must be demonstrated by writing the **company name, SAePS vendor number of each subcontractor/supplier, dollar value or percentage of participation on the contract, and type of work to be performed****. In the absence of a waiver granted by the Small Business Office, failure of a Respondent to commit to satisfying the M/WBE subcontracting goals shall render its response NON-RESPONSIVE. For further clarification, please contact David Rodriguez at (210) 207-0071.

Enter Respondent's (Prime) proposed contract participation level.

	PARTICIPATION DOLLAR AMOUNT	% LEVEL OF PARTICIPATION	CERTIFICATION TYPE AND NUMBER	TYPE OF WORK TO BE PERFORMED (BY NIGP CODE)
Prime:	\$	%		
SAePS Vendor #:			SCTRCA #:	
List ALL subcontractors/suppliers that will be utilized for the entire contract period, excluding possible extensions, renewals and/or alternates. Use additional pages if necessary.				
Sub:	\$	%		
SAePS Vendor #:			SCTRCA #:	
Sub:	\$	%		
SAePS Vendor #:			SCTRCA #:	
Sub:	\$	%		
SAePS Vendor #:			SCTRCA #:	

**** Prime respondent and all subcontractors/suppliers must be registered in the City of San Antonio Electronic Procurement System (SAePS). To learn more about how to register, please call (210) 207-0118 or visit <http://www.sanantonio.gov/purchasing/saeps.aspx>.**

Sub:	\$	%	
SAePS Vendor #:			SCTRCA #:
Sub:	\$	%	
SAePS Vendor #:			SCTRCA #:
Sub:	\$	%	
SAePS Vendor #:			SCTRCA #:
Sub:	\$	%	
SAePS Vendor #:			SCTRCA #:
Sub:	\$	%	
SAePS Vendor #:			SCTRCA #:
A.Total Prime Participation:	\$	%	A. Total base bid amount to be kept by prime.
B.Total Sub Participation:	\$	%	B. Total amount prime will pay to certified and non-certified subcontractors/suppliers
C.Total Certified Sub Participation:	\$	%	C. Total amount prime will pay to certified subcontractors/suppliers per the eligibility requirements stated above
D.Total Prime & Sub Participation*:	\$	%	D. Total prime and subcontractor(s)/supplier(s) participation must equal your base bid amount (A+B)

If a business is not certified, please call the Small Business Program Office at (210) 207-3900 for information and details on how subcontractors and suppliers may obtain certification.

I HEREBY AFFIRM THAT I POSSESS DOCUMENTATION FROM ALL PROPOSED SUBCONTRACTORS/SUPPLIERS CONFIRMING THEIR INTENT TO PERFORM THE SCOPE OF WORK FOR THE PRICE INDICATED ABOVE. I FURTHER AFFIRM THAT THE ABOVE INFORMATION IS TRUE AND COMPLETE TO THE BEST OF MY KNOWLEDGE AND BELIEF. I UNDERSTAND AND AGREE THAT, IF AWARDED THE CONTRACT, THIS DOCUMENT SHALL BE ATTACHED THERETO AND BECOME A BINDING PART OF THE CONTRACT.

Print Name: _____ Sign: _____ Title: _____
Date: _____

FOR CITY USE

Action Taken: **Approved** _____ **Denied** _____

**ASSISTANT DIRECTOR
ECONOMIC DEVELOPMENT DEPARTMENT**

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

Central Vendor Registry (CVR) / San Antonio e-Procurement System (SAePS)

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

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 SCRTCA certification

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

Respondents may request an Exception from SBEDA

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

CONTACT US



UTSA PTAC is available to provide assistance to SMWBEs

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

Irene Maldonado, SBEDA Economic Development Manager, Economic Development Department

- Irene.maldonado@sanantonio.gov
- (210) 207-8124