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# Small Business Enterprise (SBE) Program

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# Best Managed Objectives

- Expanded Contracting Opportunities to Small Businesses
  - 80% of all businesses in Austin are “Small” – this program specifically targets the lifeline of our community’s businesses
  - Maintains a competitive environment, while ensuring that contracts will be awarded to small businesses
- Enhancements to Existing MBE/WBE Program
  - The SBE program expands our opportunities to all businesses which compliments our MBE/WBE program
  - Addresses Disparity Study recommendation

# Overview - SBE Program

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- Provides a means of contracting for various construction bid opportunities for projects with a construction budget of \$50,000 or less
- Estimate 15 eligible contracts per year
- Administered by SMBR and CLMD
- Annual SBE certification process
- Anticipated start date of July 2011

# SBE Firm Requirements

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- A firm must meet SBA industry size standards
- Complete affidavit by CPA or provide necessary documentation to SMBR
  - Consistent with current practice for MBE/WBE certification
- Register in VSS system
- Receive certification from SMBR

# COA Project Requirements

Must have an estimated construction value of less than \$50,000

- Under the state \$50,000 competitive bidding threshold
- Meeting the City Charter requirements for awarding contracts to the bid deemed most advantageous after an opportunity for competitive bidding

Must be funded by COA funds (i.e. not federally funded)

Will have few if any subcontracting opportunities –if opportunities exist, SBE will be expected to list subcontractors

# Estimated Contracts

Estimate 15 eligible contracts per year based on past year workload

CONTRACTS AWARDED (<\$50K)				
Time Frame	Construction	CO-OP	Total	Avg. Award Amt.
Feb10-Jan11	9	15	24	\$ 31,366.72
Feb09-Jan10	1	10	11	\$ 31,461.77
Feb08-Jan09	5	5	10	\$ 24,421.43

# 2010 Sample Projects

Project Name (Scope)	Award Amount	Contract Execution Date
BIA Terminal Trash Chutes Improvements	\$34,000.00	2/1/10
Soil Management-Public Safety Training Facility	\$11,775.75	3/2/10
Ceiling Drop at 812 Springdale Rd	\$12,164.00	4/1/10
Install New Fire Alarm Panel	\$19,674.00	5/1/10
Prince Valiant Drive Water Utility Relocation	\$33,095.00	6/1/10
Utility Connections To Townview And St. Elmo Temporary Const	\$44,875.00	8/2/10
Central Austin Youth League Concession Renovations	\$18,587.70	12/2/10

# Roles & Responsibilities

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- **Firm:** register & complete certification; respond SBE construction bid opportunities
- **SMBR:** certify firms; track overall participation; monitor program
- **CLMD:** Send bid notifications to SBE firms; contract with successful bidders; track overall participation; monitor program



# Process Overview

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## Certification Process

Firm submits completed application → SBMR reviews application  
→ SBMR certifies firm

## Bid Process

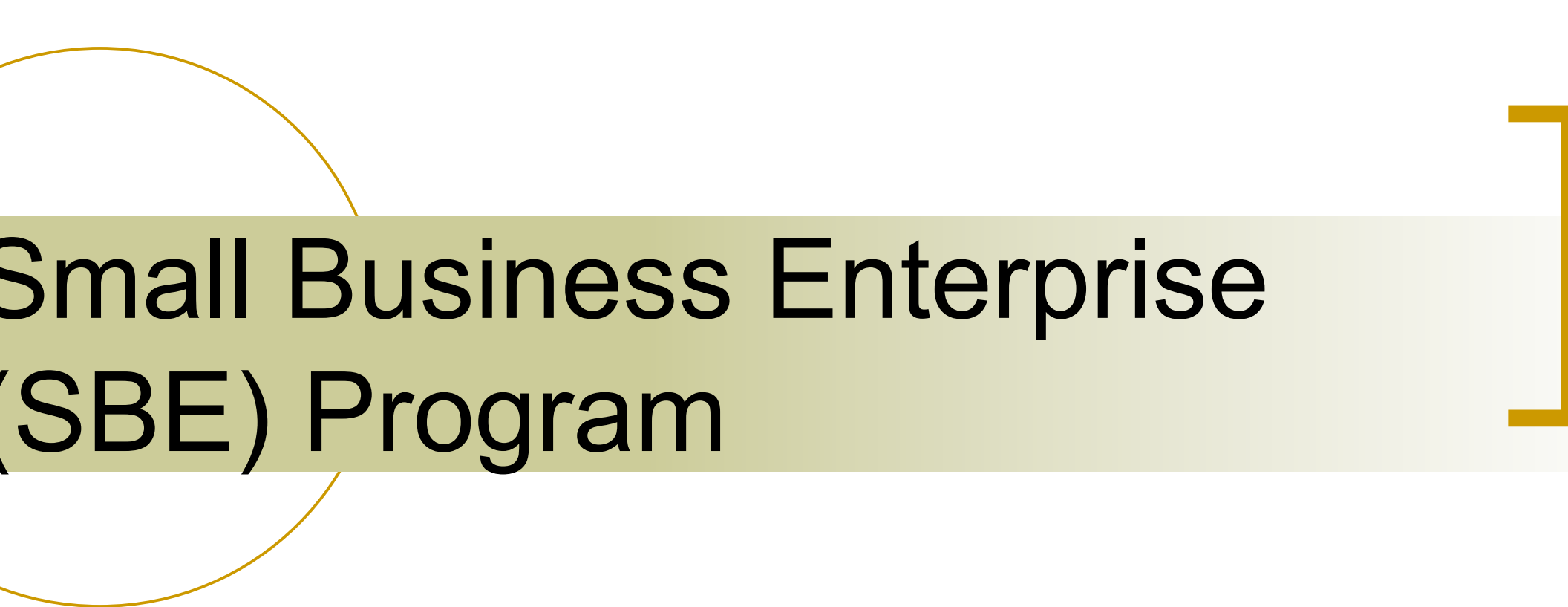
Client Dept requests bid → CLMD sends bid notifications to SBMR certified firms → Firm submits a bid meeting all requirements →  
Contract awarded to lowest responsive bid → CLMD works with  
Client Dept on contract documents to successful bidder

- CLMD will maintain data records
- SBMR will provide quarterly reports

# Next Steps

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- **April:** Outreach to identified stakeholders
  - MBE/WBE and Small Business Advisory Committee
  - Construction Advisory Committee
  - MBE/WBE and Small Business Council Subcommittee
  - City Departments
  - Trade Associations, Chambers of Commerce & Small Business organizations
  - Departmental outreach events
- **May/June:** Certification application is distributed and registration begins
- **July:** SBE Program launches

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**Questions and Answers**