



# 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 ]

- 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 ]

- 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 Executed
ABIA Terminal Trash Chutes Improvements	\$34,000.00	2/18/2010
Soil Management-Public Safety Training Facility	\$11,775.75	3/26/2010
Ceiling Drop at 812 Springdale Rd	\$12,164.00	4/2/2010
Install New Fire Alarm Panel	\$19,674.00	5/6/2010
Prince Valiant Drive Water Utility Relocation	\$33,095.00	6/8/2010
Utility Connections To Townview And St. Elmo Temporary Const	\$44,875.00	8/27/2010
Central Austin Youth League Concession Renovations	\$18,587.70	12/22/2010

# [ Roles & Responsibilities ]

- **Firm:** register & complete certification; respond to 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 ]

## **Certification Process**

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


## **Bid Process**

Client Dept requests bid → CLMD sends bid notifications to SBE  
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]

- **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**