



SAN ANTONIO WATER SYSTEM
 Contracting Department
 P. O. Box 2449, San Antonio, TX 78298-2449
 Website address: <http://www.saws.org/>

BIDDER, CONSULTANT, and VENDOR REGISTRATION

Thank you for your interest in doing business with San Antonio Water System. Please fill out the form and return to the address above.

Name of Business: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Contact Person: _____ Title: _____

Business No.: () _____ Fax No.: () _____

Website (if applicable): _____ E-mail address: _____

1. If the above home office is not a local office, do you have a local branch office? Yes No

2. Business Size: Check only one: Small Business Large Business

3. Does your firm qualify as a minority-owned business? Yes No (If yes, indicate below)

- African American Asian-Pacific American Hispanic American
- American Indian/Native American Asian-Indian American Two or more different minority groups

4. Is your firm certified? Yes No

5. If yes, please answer the following:

Certifying Agency: _____ Certification Nbr: _____ Expiration Date: _____

6. Type of certification: **Please attach copies of certification or supporting documents.**

- African American (AABE) Women (WBE) Disadvantaged (DBE)
- Disabled Individual (DIBE) Small (SBE) Historically Underutilized (HUB)
- Minority (MBE) Veteran (VBE)

7. Which of the following business areas is your business primarily engaged: (Check only one)

- Commodities/Supplies Construction Professional Services

8. Description of Product/Service and NAICS Code and/or NIGP codes for which you which to be considered: **(Limit 3 only for each Code)**

NAICS Code: _____
 NIGP Code: _____
 Description: _____

Printed Name and Title of Person Completing: _____

Signature: _____ Date: _____

Architect and Engineering Firms – In addition, please complete and submit an SF330 Architect and Engineering Questionnaire form, Part II.

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DEFINITIONS:

Prime Consultant/Contractor: Any person, firm partnership, corporation, association or joint venture which has been awarded a San Antonio Water System contract.

Sub-consultant/contractor: Any named person, firm partnership, corporation, association or joint venture identified as providing work, labor, services, supplies, equipment, materials or any combination of the foregoing under contract with a prime consultant/contractor on a San Antonio Water System contract.

Small, Minority and Woman Business (SMWB): Includes all business enterprises inclusive of sole proprietorship, partnerships, corporations and all other such legal entities that are either classified as small, or are owned, operated and controlled by minority group members, women, or disabled individuals.

Small Business Enterprise (SBE): A corporation, partnership, sole proprietorship or other such legal entity which is owned and operated and which is less than 20% of the U.S. Small Business Administration (SBA) size standard for a small business, except in cases where the reduced definition drops below \$1 million average gross receipts (as based on three years of sales) or less than 100 employees.

Minority Business Enterprise (MBE): A corporation, partnership, sole proprietorship or any other such legal entity which is owned, operated and controlled by a minority group member(s) who, when combined, have 51 percent ownership. The minority group member(s) must have operational and managerial control, interest in capital, and expertise and earnings commensurate with the percentage of minority ownership. For purposes of the SMWB program, the following are recognized a minority groups:

- a. **African American** – Persons having origins in any of the black racial groups of Africa as well as those identified as Jamaican, Trinidadian or West Indian.
- b. **Hispanic American** – persons of Mexican, Puerto Rican, Cuban, Spanish or Central or South American origin.
- c. **Asian-Pacific American** – persons having origins in any of the original peoples of the Far East, Southeast Asia, the Indian subcontinent or the Pacific Islands.
- d. **Asian-Indian American** – persons whose origins are from India, Pakistan, Bangladesh or Sri Lanka.
- e. **American Indian/Native American** – persons having no less than 1/16 percentage origin in any of the American Indian Tribes, as recognized by the U.S. Department of the Interior, Bureau of Indian Affairs and as demonstrated by possession of personal tribal role documents.

Women Business Enterprise (WBE): A corporation, partnership, sole proprietorship or other such legal entity which is owned and operated by women who, when combined, have 51 percent ownership. The women must have operational and managerial control, interest in capital, and expertise and earnings commensurate with the percentage of women ownership.

African American Business Enterprise (AABE): A corporation, partnership, sole proprietorship or other such legal entity which is owned and operated by an African American minority group member(s) who, when combined, have 51 percent ownership. The African American group member(s) must have operational and managerial control, interest in capital, and expertise and earnings commensurate with the percentage of ownership.

Disabled Individual Business Enterprise (DIBE): A corporation, partnership, sole proprietorship or other such legal entity which is owned and operated by a disabled individual who has at least 51 percent ownership. Disabled means a person (a) with one or more disabilities as defined by the Americans with Disabilities Act (ADA) and amendments thereto, (b) having a record of such disabilities, and (d) regarded as having such disabilities.

Veteran Business Enterprise (VBE): A corporation, partnership, sole proprietorship or other such legal entity which is owned and operated by an individual who served in the United States active military, naval, or air service, and who was discharged or released under conditions other than dishonorable, and who has at least 51 percent ownership. ***This certification should not be confused with the Service Disabled Veteran designation available through the federal Small Business Administration.***

Joint Venture: A limited association of two or more persons to carry out a single business enterprise for profit, for which purpose they combine their property, money, efforts, skills and knowledge.