



BE SAN ANTONIO

Business Empowerment Plan

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Program Background

- In June 2010, the City of San Antonio's Economic Development Department (EDD) was tasked to establish a workgroup and develop a mentor protégé program per the Small Business Economic Development Advocacy (SBEDA) Ordinance.
- The workgroup consisted of the City of San Antonio's Small Business Office (SBO) staff, the Small Business Advocacy Committee (SBAC), and representatives from local trade associations.
- The workgroup also recommended the Mentor Protégé program be split into two phases.
 - The first phase requires protégés to enroll in the City of San Antonio's Small Business Boot Camp.
 - The second phase matches protégés with mentors in order to learn best business practices.
- Another workgroup was convened in 2016 and recommended a separate track of curriculum focused on Architecture and Engineering firms, as well as construction services.

Goals

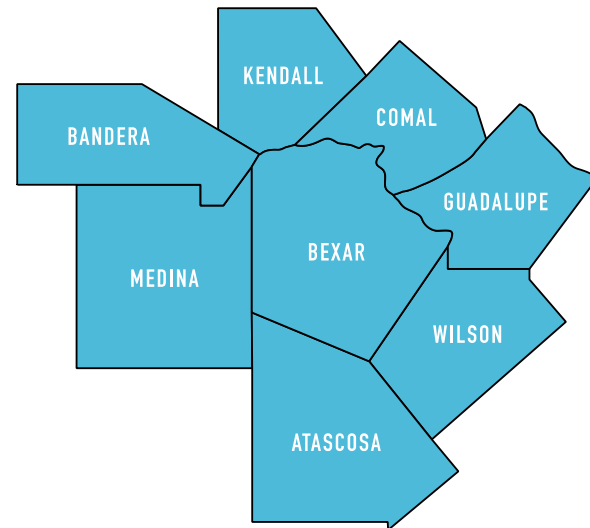
1. Provide capacity building educational classes to local small, minority and women-owned businesses (S/M/WBEs) seeking or awarded a City of San Antonio contracts.
2. Provide individualized business counseling for (S/M/WBE) participants.
3. Facilitate mentor-protégé partnerships that allow S/M/WBEs to learn successful business practices from community business leaders.

Participant Eligibility

Only SBEDA eligible firms may participate in this Program as Protégé's



**Certified by
SCTRCA as a S/M/WBE**



**HQ or Significant
Business Presence in SAMSA**

Phase I: Small Business Boot Camp

1. Each participant is required to enroll in capacity-building educational classes titled ***Small Business Boot Camp [Phase I]***
2. Each participant must attend and complete all classes required by the Mentor-Protégé Program Administrator **within 12 months of date of admission** to the program.
3. Certificate of Phase I completion issued by the administrator

****A participant may not begin Phase II of the City's Mentor Protégé program until the they have completed four (4) of the eight (8) required Small Business Boot Camp classes unless otherwise approved by the program administrator.**

Small Business Boot Camp Courses

Professional Services, Other Services, Goods & Supplies	Construction Core Classes	Architecture & Engineering (Version B: Specialized)
Core Curriculum: Must attend all 6	Core Curriculum: Must attend all 6	Core Curriculum : Must attend all 6
<ul style="list-style-type: none"> - Business Plan Introduction [A] - Business Plan Financials - Business Plan Market Analysis - Access to Capital - Sustainable Business Practices - Legal/Human Resources 	<ul style="list-style-type: none"> - Business Plan Introduction [A] - Business Plan Financials - Business Plan Market Analysis - Bonding/Risk Management [A] - Sustainable Business Practices - Legal/Human Resources 	<ul style="list-style-type: none"> - Business Plan Introduction (B) - Business Plan Financials - Business Plan Market Analysis - Risk Management (B) - Sustainable Business Practices - Legal/Human Resources
Electives: Select minimum of two (2)	Electives : Select minimum of two (2)	Electives : Select minimum of two (2)
<ul style="list-style-type: none"> - Getting Started in Government Contracting - Bonding/Risk Management [A] - Marketing - Construction Cost Estimates/Cost proposal* - Credit Management - Business Development - Technical Proposal Writing - Are you Ready to be a Prime? - QuickBooks I,II, & III - Safety 	<ul style="list-style-type: none"> - Getting Started in Government Contracting - Marketing - Construction Cost Estimates/Cost proposal* - Credit Management - Business Development - Access to Capital - Technical Proposal Writing - Are you Ready to be a Prime? - QuickBooks I,II, & III - Safety 	<ul style="list-style-type: none"> - Getting Started in Government Contracting - Technical Proposal Writing - Business Development - Are You Ready to be a Prime? - QuickBooks I, II, & III

**Construction Cost Estimates/Cost Proposal suggested only for participants interested in competing for construction contracts*

Small Business Boot Camp Metrics

By Certification (2013-2021):

SBE	ESBE	WBE	MBE	HABE	AABE	ABE	NABE
213	192	94	168	104	55	8	1
100%	90%	44%	79%	49%	26%	4%	<1%

By Industry (2013- 2021):

Construction	Professional Services	Goods & Supplies	Other Services	Architecture & Engineering
24%	23%	2%	34%	17%

Key Survey Results:

- 100% participants recommended Phase I classes in all years
- 86% participants said that this program has significantly “Helped improve business growth and development”

Phase II: Mentor Protégé Match

Protégés *may* be matched for a period of 24 months with a Mentor who will provide hands-on industry knowledge **contingent on the availability of qualified Mentors.**

The Mentor-Protégé Program provides guidance and advice to qualifying businesses based on a mutually developed action plan in areas such as:

- Accounting Procedures/Financial Management
- Operations Management
- Planning
- Project Management
- Administrative & Organizational Procedures

The Mentor and Protégé should meet once per month, at a minimum, to meet the objectives identified within the Plan, and to discuss identified problems, needs and current experiences. The Protégé should make the Mentor aware of all problems affecting the timely and efficient completion of projects and effective management of the firm.

Mentor Protégé Matching Policy

- The matching process of **Mentors** and **Protégés** based on
 - **Protégé's** needs, as identified in the Protégé assessment
 - Skills the **Mentor** possesses, as identified in the Mentor's assessment.

The **Protégé may not be an affiliate of the **Mentor**

- If the **Protégé** is unsuccessful in finding a **Mentor** willing to enter into a Mentor-Protégé agreement the Mentor-Protégé Program Administrator may assist in matching.

Mentor Protégé Partnership Metrics

Graduates By Certification (2014-2021):

SBE	WBE	MBE	HABE	AABE	ABE	NABE
87	38	70	50	17	3	0
100%	44%	79%	57%	20%	3%	0%

Graduates By Industry (2014-2021):

Construction	Professional Services	Goods & Supplies	Other Services	Architecture & Engineering
38%	16%	4%	8%	25%

19

Protégé's
Waitlisted
2021

8

Mentors
Waitlisted
2021

12

Mentor-
Protégé
matches

6

2021
Projected
Graduates

Program Graduate Results

- Survey results of Protégés who graduated from the program:
 - About 50% now participate on City of San Antonio contract(s)
 - Total Number of Jobs Added 84 F/T and 12 P/T (**incl. data for 2019-2021 only*)
 - Firm annual revenues have improved:

Year	Annual Revenue (Entry)	Annual Revenue (Exit)	Percent Increase
2014	\$6.2 M	\$12.9 M	109%
2015	\$37.1 M	\$42.1 M	12%
2016	\$2.9 M	\$7.1 M	142%
2017	\$3.2 M	\$3.4 M	6%
2018	\$12.2 M	\$19.0 M	56%
2019	\$ 10.3 M	\$20.4 M	100%
2020	\$4.4 K	\$2.2 M	411%
<i>TOTAL</i>	<i>\$74.6 M</i>	<i>\$111.2 M</i>	<i>47%</i>

2021 Graduate Information

Alamo HR, LLC

- With over 20 years of experience, provides a complete range of human resources services including HR consulting, job placements services, and recruitment services for a wide range of industries.

Fernandez, Frazer, White & Associates, INC.

- Since its founding in 1978, Fernandez Frazer White & Associates have been providing engineering design and land surveying services

Lopez Salas Architects, Inc.

- For over 20 years, LSA has provided architecture, interior design, programming, master planning, strategic planning project management, and idea consulting services

Meals-Myers Engineering & Surveying, LLC

- Meals-Myers Engineering & Surveying LLC is a San Antonio-based small business with over 20 years of civil engineering and land surveying experience

Protean Workshop

- Provides innovative Architecture and Design services to San Antonio and the surrounding counties.

Ziga Architecture Studio, PLLC

- The firm offers full architectural and design-build services on select projects, serving Residential, Commercial, Institutional and Public Sectors.

Testimonials

- This Mentor/Protégé Program sponsored by the City of San Antonio allowed our company **to learn successful business practices** from all of the instructors and from our assigned mentor. We were **able to network** with the other protégés during the Bootcamp session and actually form friendships along the way. The Mentor/Protégé monthly scheduled meetings and **Action Plan kept us on the right track** with accomplishing our goals. We learned that "We are not alone" in this business and were introduced to other organizations that provided guidance and pertinent information. We honestly feel that at any time, we can pick up the phone and call any of the contacts made during this process.
- This course has highly benefitted our firm; however, I'm not certain it will always be the case for other firms. The benefit for us was our **Mentor was extremely willing to assist and support us**. This ranged from assisting us with proposal writing to services support. This **elevated my proposal submittals** exponentially, and in my opinion moved me forward a few years in proposal writing.
- The classes were helpful to a point. The **Mentor was far more valuable providing advice and a listening** [mostly objective] **ear**. The program is only as good as the relationship between the Mentor and Protégé.

Questions?

Contact Information

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2018 Graduating Class and Mentors - 10 S/M/WBEs Graduated, of Which 80% are M/WBEs