

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Informal Invitation for Bids for Annual Contract for Sweeping Services for San Antonio Police Department (SAPD)**

Solicitation Number: **RFx 6100017925**

Description: The City of San Antonio is soliciting bids for a contractor to furnish the San Antonio Police Department (SAPD) with sweeping services for a parking garage and parking lot.

Applicable Product Categories: 96874 Street Sweeping Services

**Date Issued:** April 24, 2024

**Due Date & Time:** May 17, 2024, 10:00 a.m. Central Time

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on May 2, 2024, via WebEx. Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

Respondents may call the toll-free number listed below and enter access code to participate the day of the conference.

**Dial-In Number:** 1-415-655-0001 | **Access Code:** 2630 994 2319 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m3a66eca7eab98b2baa8a5664523b7878>

**Site Visit:** A site visit will be held at 3:00 p.m. Central Time, on May 2, 2024 at:

Public Safety Headquarters  
315 S. Santa Rosa  
San Antonio, TX 78205

Staff Contact Person: Karla Holten, Procurement Specialist II,  
[Karla.Holten@sanantonio.gov](mailto:Karla.Holten@sanantonio.gov)  
Phone: 210-207-5035

**To view this solicitation,** go to the SAePS portal; <https://supplierservice.sanantonio.gov/iri/portal>. If you have not completed the City's SAePS Vendor Registration, you must do so in order to view the solicitation and submit a response. Once you have logged on to the SAePS portal, click on "My Bids" (first), if not viewable then click "Other Bids" (to view all already published competitive bids). Vendor Guides & Support can be accessed from this link:

<https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement/Resources/Guides-Support>



**TO REGISTER:** You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement/Become-a-Vendor>. Questions regarding registration may be submitted to Vendor Support at (210) 207-0118 or by email at [vendors@sanantonio.gov](mailto:vendors@sanantonio.gov) with “SAePS Portal” on the subject line so this can be expedited.