

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name:

**Formal Invitation for Bids for Annual Contract for Preventative Maintenance on Chillers**

Solicitation Number: RFX 6100017374

**Description:** The City of San Antonio is soliciting bids from qualified vendors to provide all labor, equipment, and materials to perform quarterly and annual preventive maintenance and inspection services on three cooling towers and four centrifugal chillers at various Parks and Recreation Department locations. The preventive maintenance will be utilized to maximize the efficiency and reliability of the equipment consistent with manufacturers' service recommendations.

**Applicable Product Categories:**

94155 – HVAC Systems Maintenance and Repair, Power Plant

**Date Issued: August 26, 2024**

**Due Date & Time: September 13, 2024, 2:00 p.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal will be held at 10:00 a.m., Central Time, on September 4, 2024, via WebEx. Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

**Dial-In Number:** 1-415-655-0001 | **Access Code:** 2633 353 8641 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m4dfd87b761cde392529847db910336a7>

Staff Contact Person: Rosalinda Mendez, Procurement Specialist II, [rosalinda.mendez@sanantonio.gov](mailto:rosalinda.mendez@sanantonio.gov)

**To view this solicitation,** go to the SAePS portal; <https://supplierservice.sanantonio.gov/irj/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.

