



ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposal – Annual Contract for Fire Alarm Systems Inspections, Maintenance, and Repair Service – BESD, SAFD & Parks

Solicitation Number: RFCSP 20-060; RFX 6100012579

Description: The City of San Antonio is soliciting bids for a contractor to furnish and provide all supervision, labor, transportation, tools, equipment, service reports, and supplies necessary to provide services related to fire alarm systems (Equipment). Services shall include but are not limited to: scheduled maintenance, testing, inspections, and repair services (routine, urgent, and emergency call out); services shall be used by Building and Equipment Services Department (BESD), San Antonio Fire Department (SAFD), and The Parks and Recreation Department (PARKS).

Applicable Product Categories: 93609 – Fire Alarm Systems and Associated Equipment, - Inspections, Maintenance and Repairs.  
34038 – Fire-Stop Equipment, Materials, Including Parts and Accessories.  
96145 – Inspection & Certification Services  
34016 – Fire Alarm Systems, Power Sirens, and Controls  
34020 – Fire Detecting Equipment

Date Issued: Monday, July 13, 2020

**Due Date & Time: Friday, October 23, 2020, 2:00 p.m. Central Time**

Pre-Submittal Conference: July 20, 2020 at 9:00 a.m. Central Time via WebEx:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mc7b43b57cde2e3303329fbd9ce442cdc>

Meeting Number (access code): 133 908 6064

Meeting Password: 4FWjqtMQv35

Join by phone: 1-415-655-0001

Staff Contact Person: Kelley Handsor, Procurement Specialist III, [Kelley.Handsor@sanantonio.gov](mailto:Kelley.Handsor@sanantonio.gov).

**Evaluation Committee Voting Members:**

Jose Correa, Assistant Director, Building and Equipment Services Department  
Ron Griego, Facilities Administrator, Building and Equipment Services Department  
Robert Westbrook, Fire Chief-Facilities Manager, San Antonio Fire Department  
Victor Valdez, Parks and Recreation Manager, Parks and Recreation Department  
Wilma Sessoms, Compliance Manager, Building and Equipment Services Department  
Charles Guerra, Parks and Recreation Assistant Manager, Parks and Recreation Department  
Gerlach Laven, Facilities Coordinator, San Antonio Fire Department

Pursuant to Section 003 – Restriction on Communications and in accordance with and as authorized by Section 2-61 of the City Code, the following restrictions on communications apply to this solicitation: Respondents are prohibited from contacting 1) City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFCSP or proposal from the time the RFCSP has been released until the contract is posted for consideration as an agenda item during a meeting designated as an A session; and 2) City employees from the time the RFCSP has been released until the contract is approved at a City Council “A” session.

**Exceptions to the Restrictions on Communications:**

Respondents may submit written questions concerning this RFCSP to the Staff Contact Person listed below until 10:00 a.m., Central Time, on Friday, July 31, 2020. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Kelley Handsor, Procurement Specialist III  
City of San Antonio, Finance Department – Purchasing Division  
[Kelley.Handsor@sanantonio.gov](mailto:Kelley.Handsor@sanantonio.gov)

Questions submitted, and the City's responses will be posted with this solicitation.

To view this solicitation, go to the SAePS portal; <https://supplierservice.sanantonio.gov/irj/portal>. If you have not completed the City's 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).

**TO REGISTER:** You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline 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.