

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – On-Call Plumbing Services for San Antonio Airport System**

Solicitation Number: RFCSP 24-004; RFx 6100017480

Description: The City of San Antonio (City), Aviation Department seeks proposals from qualified contractors interested in providing “on-call” commercial plumbing maintenance and repairs through an on call contracting services (OCCS) contract, also referred to as job order contract (JOC), for the Aviation Department (“Aviation”). Service shall be for plumbing maintenance and repairs at both the San Antonio International Airport and the Stinson Municipal Airport [“San Antonio Airport System (SAAS)”]. Trade services within new building construction and remodeling or alterations of an existing building will not be included.

Applicable Product Categories: 91060 Plumbing Maintenance and Repair Services: Pressure Tapping Services, Pipe Freezes, Toilets, etc. and 67000 Plumbing Equipment, Fixtures and Supplies

Date Issued: January 19, 2024

Due Date & Time: March 5, 2024, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at **10:30 a.m., Central Time, on January 30, 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: 1-469-210-7159| **Access Code:** 2630 631 3072| **Meeting Password:** COSA2024

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=me86f6bcc3ad5a334996309421685c95d>

Staff Contact Person: Yvonne Rodriguez, Procurement Specialist III,
yvonne.rodriguez@sanantonio.gov

Evaluation Committee Voting Members:

Jeff Coyle, Assistant City Manager, City Manager’s Office

Ryan Rocha, Chief of Operations, Aviation

Scott Brown, Airport Facilities Manager, Aviation

Ron Griego, Facilities Administrator/Building and Equipment Services

Dan Delgado, Special Projects Manager, Aviation

Tina Hammerstad, Assistant Project Manager, Construction & Development



Pursuant to Section 011 – 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 **4:00 p.m., Central Time, on February 8, 2024**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail. Questions submitted and the City’s responses will be posted with this solicitation.

Yvonne Rodriguez, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Yvonne.rodriquez@sanantonio.gov

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 with “SAePS Portal” on the subject line so this can be expedited.

