

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Fire Sprinkler Inspections, Maintenance, and Repair Services**

Solicitation Number: RFCSP 24-084; RFx 6100017851

Description: The City of San Antonio is soliciting proposals for a contractor to furnish and provide all supervision, labor, transportation, tools, equipment, service reports, and supplies necessary to provide services related to Fire Sprinkler systems and Fire Suppression Systems. Services shall include but are not limited to: scheduled preventive maintenance, testing, inspections, and repair services (routine, urgent, and emergency).

Applicable Product Categories: 93633 – Fire Protection Equipment and Systems Including Fire Hydrants, Fire Sprinkler Systems, Smoke Detectors, Jaws of Life, Fire Protection Material Treatment, Firestop and Fire Barriers, etc. Inspection, Maintenance, and Repair

**Date Issued: May 24, 2024**

**Due Date & Time: July 22, 2024, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 9:00 a.m., Central Time, on June 5, 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:** 2632 600 8751 | **Meeting Password:** COSA24

**Join from the meeting link:**

<http://sanantonio.webex.com/sanantonio/j.php?MTID=mb1d3573b6a23bab0515b4bc1c0be0833>

Staff Contact Person: Stephanie Nouman, Procurement Specialist III,  
Stephanie.Nouman@sanantonio.gov

### **Evaluation Committee Voting Members:**

Alex Martinez, Deputy Director, Building and Equipment Services Department  
Ron Griego, Facilities Administrator, Building and Equipment Services Department  
Grace Diaz, Compliance Manager, Building and Equipment Services Department  
Rose Navarro, Facilities Projects Manager, Center City Development & Operations  
Taylor King, Facilities Captain, San Antonio Fire Department  
Robert Lassere, Facilities Coordinator, Department of Human Services  
Francisco Moreno, Building Maintenance Supervisor, Parks and Recreation

**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 RFP to the Staff Contact Person listed below until **11:00 a.m., Central Time, on June 10, 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.

**Stephanie Nouman, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[Stephanie.Nouman@sanantonio.gov](mailto:Stephanie.Nouman@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.

