

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposals – Annual Contract for Parks and Historical Cemeteries Mowing Services

Solicitation Number: 24-052; RFx 6100017650

Description:

The City of San Antonio is soliciting proposals for a Contractor to furnish all labor, equipment, materials, and tools required to provide mowing services for the Parks & Recreation Department. These services are required to maintain a professional grounds appearance in an attractive and manicured manner of park areas, trail heads, trails (a.k.a. greenways), sports fields, natural areas, and historical cemeteries for 276 sites which are all under the direct supervision of the Parks & Recreation Department.

Applicable Product Categories: 98836 – Grounds and Roadside Maintenance: Mowing, Edging, Plant, Not Tree Trimming

Date Issued: May 24, 2024

Due Date & Time: July 16, 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. Post the conference an in person site tour will be held at 11:30 p.m. at Pearsall Park Pavilion, 4700 Pearsall Road, San Antonio, TX 78242

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: 2631 556 9696 | Meeting Password: COSA

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m4021b010c0b7e2c2198c011cc7e61b2f>

Evaluation Committee Voting Members:

David McCary - Assistant City Manager, City Manager's Office

Melinda Cerda - Assistant Director, Parks & Recreation Department

Michael Baldwin - Clean & Green Manager, Parks & Recreation Department

Grant Ellis – Natural Resources Manager, Parks & Recreation Department

Mike Garza – Parks Operations Supervisor, Parks & Recreation 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 **4:00 p.m., Central Time, on June 11, 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.

Angela Alonso-Smith, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Angela.alonso-smith@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 with “SAePS Portal” on the subject line so this can be expedited.

