

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposal – Annual Contract for SAFD Transportation Services Program**

Solicitation Number: RFCSP 24-136; RFx 6100018250

Description: The City of San Antonio (City) is soliciting proposals from qualified contractors to provide non-emergency transportation services for patients of the San Antonio Fire Department (SAFD). These services would provide patients with a City-sponsored means of transportation to appropriate medical facilities, thus allowing SAFD units to return to service for subsequent and /or more emergency responses. The SAFD Transportation Services Program is to increase the EMS unit availability by conserving vital emergency response resources, while continuing to assist the community of San Antonio in obtaining appropriate and timely medical care.

Applicable Product Categories:

96217 – Bus and Taxi Services, Limousines and Vans (Including Operations, Management, and Terminal Services)

95294 – Transportation Services for the Elderly, Handicapped, Incapacitated, Prisoners, Juries, etc.

**Date Issued: August 12, 2024**

**Due Date & Time: September 12, 2024, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on August 19, 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 681 4493 | **Meeting Password:** SAFDTSP2024

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=ma8e9a3c696b7345caf75b701ff6c6f3a>

Staff Contact Person: Steve Garcia, Procurement Specialist III. [Steven.Garcia6@sanantonio.gov](mailto:Steven.Garcia6@sanantonio.gov)

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

Reynaldo Garza, Division Chief, San Antonio Fire Department

William Shannon Weeks, Engineer, Emergency Medical Services, San Antonio Fire Department

Samuel Guzman, Lieutenant, Mobile Integrated Healthcare, San Antonio Fire Department

Benito Juarez, TAC MED Coordinator, San Antonio Police Department

Valerie Frausto, Interim Deputy Chief, San Antonio Fire Department



**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 August 23, 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.

**Steve Garcia, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[Steven.Garcia6@sanantonio.gov](mailto:Steven.Garcia6@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.

