

## ADVERTISEMENT INFORMATION ONLY

**Solicitation Type and Name:** Request for Competitive Sealed Proposals – Annual Contract for On Call Electrical Services City Wide

Solicitation Number: 24-145; RFx 6100018331

### **Description:**

The City of San Antonio seeks proposals from qualified Electrical Contractors to provide “on call” commercial electrical repair services for electrical systems, equipment, and associated supporting systems through an on call contracting services (OCCS) contract. The Contractor shall furnish the necessary labor, materials, service equipment, tools, transportation, methods of communication, supervision, service reports, supplies, etc. The services required consist of, but are not limited to: electrical on call maintenance, inspection, testing, and repair services for City’s electrical systems, equipment, and supporting components.

Applicable Product Categories: 91082 – Wiring and Other Electrical

**Date Issued: December 09, 2024**

**Due Date & Time: January 27, 2025, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on December 20, 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 701 4051 | Meeting Password: COSA24

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m14341f4d9f3b13d72f24e82d9ce0d1e6>

**Join from the meeting link:**

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

David McCary - Assistant City Manager, City Manager Office

Homer Garcia III – Director, Parks and Recreation Department

Carlos Carrum – Assistant Manager, Parks & Recreation Department

Grace, Diaz - Facilities Compliance Manager, Building and Equipment Services Department

Matthew Contreras - Sr. Building Maintenance Supervisor, Convention & Sports Facilities Department

Kyle Mikolajczyk - Bldg. Maintenance Manager, Convention & Sports Facilities 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 January 3, 2025**. 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](mailto: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](mailto:vendors@sanantonio.gov) with "SAePS Portal" on the subject line so this can be expedited.

