

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Natural Creekway Maintenance**

Solicitation Number: RFCSP 25-058; RFx 6100018856

Description: Contractor shall provide maintenance services to the natural creekways along approximately 30 miles of Leon and Salado Creeks and 50 miles of tributary creeks located throughout the City. Maintenance services shall include, but are not limited to, control of non-native (invasive) vegetation, tree and brush trimming or removal, on-site mulching services, and debris removal and disposal. These services are required to enhance conveyance of storm water through the creekways while maintaining the integrity of the natural riparian environment.

The initial term is for three (3) years with two (2), one-year options to renew.

Applicable Product Categories: 98889 Weed & Vegetation Control

**Date Issued: March 27, 2025**

**Due Date & Time: May 13, 2025, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:30 a.m., Central Time, on April 9, 2025, 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:** 2633 760 1693 |

**Meeting Password:** hAX2McJRJ79

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=me6de5cb12a90b1999e23fa8235dc6acb>

Staff Contact Person: Gene Gentry, Procurement Specialist III, Gene.Gentry@sanantonio.gov

**Evaluation Committee Voting Members:**

John Peterek, Interim Assistant City Manager, City Manager's Office

Jessica Shirley-Saenz, Interim Assistant Director Storm Water Division, Public Works Department

Roberto Esparza, Storm Water Operations Superintendent, Public Works Department

Jose Salazar, Storm Water Operations Manager, Public Works Department

Brandon Ross, Capital Programs Manager, Parks & Recreation Department

Otoniel Trevino, Information Technology Manager, Public Works Department

Maria Diaz, Storm Water Operations Project Manager, Public Works 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 RCSFP to the Staff Contact Person listed below until **4:00 p.m., Central Time, on April 15, 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.

**Gene Gentry, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
**Gene.Gentry@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](mailto:vendors@sanantonio.gov) with “SAePS Portal” on the subject line so this can be expedited.

