

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Mowing of Medians**

Solicitation Number: RFCSP 25-037; RFx 6100018706

Description: Contractor is to furnish all labor, equipment, materials, and tools required to provide median mowing services for the Public Works Department (PWD). Contractor shall be responsible for all of the maintenance to include mowing and handwork around guardrails, light poles/traffic signals/signs, curb line/gutter line, sidewalks, utility poles, concrete noses on medians, trash/debris removal, and tree canopying including, but not limited to, overgrown vegetation and visual obstructions associated with the area awarded.

Applicable Product Categories: 98836 Grounds Maintenance
98875 Roadside Maintenance Services (Including Mowing, etc.)

Date Issued: April 4, 2025

Due Date & Time: May 20, 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 16, 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:** 2867 280 6676 |

Meeting Password: wmAEm2kVv69

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mb9351b4898071acb55fc7c0d099fe0b6>

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

Evaluation Committee Voting Members:

Jessica Shirley-Saenz, Interim Assistant Director Storm Water Division, Public Works Department
Steven Boylan, Operations Manager, Public Works Department
Ross Hosea, Parks Manager, Parks & Recreation Department
Eric Meyer, Storm Water Operations Superintendent, Public Works Department
Maria Diaz, Project Manager, Public Works Department
David Badillo, SW Heavy Equipment Administrator, Solid Waste Management 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 April 22, 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 with “SAePS Portal” on the subject line so this can be expedited.

