

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Automatic Doors Preventative Maintenance and Repairs at San Antonio International Airport**

Solicitation Number: RFCSP 25-074; RFx 6100018967

Description: This solicitation will provide the City's Aviation Department with a contractor to provide all supervision, labor, transportation, and materials necessary to perform quarterly preventive maintenance, annual certification reports, and repair services for the automatic doors located at San Antonio International Airport. These services are necessary to maintain operational efficiency while preserving the safety of the automatic doors.

Applicable Product Categories:

- 45026 Door Closers, Escutcheons, Eyes, Hangers, Holders, Overhead and Sliding Door Hardware, Panic Hardware, Thresholds, etc.
- 28536 Gates, Electric (Including Card Readers, etc.)
- 93637 Gates, Electric (Card Reader, etc.) Maintenance and Repair

Date Issued: April 3, 2025

Due Date & Time: May 5, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 1:00 p.m., Central Time, on April 10, 2025, via Microsoft Teams. 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: 1-312-667-7136 | **Phone Conf ID:** 967 162 791# | **Meeting Password:** cosa25

Join from the meeting link: https://teams.microsoft.com/l/meetup-join/19%3ameeting_NjY0MjY0ZmUtMjkxYy00NTI3LWI3OWYtNzdjNTZjODMyNjU1%40thread.v2/0?context=%7b%22id%22%3a%221ab0214f-ac4a-4407-a7c6-2ef1eb76dac5%22%2c%22oid%22%3a%222737071d-6a5c-4ece-a302-9412c75aca7a%22%7d

Staff Contact Person: Adrianna Broniszewski, Procurement Specialist III,
Adrianna.Broniszewski@sanantonio.gov

Evaluation Committee Voting Members:

Scott Brown, Facilities Administrator, Aviation Department

Dan Delgado, Facilities Manager, Aviation Department

Zoilo (Rafael) Castano, Building Maintenance Manager, Aviation Department

Amanda Simmons, Assistant Operations Manager, Aviation Department

Grace Diaz-Adams, Facilities Compliance Manager, Building & Equipment Services 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 RFP to the Staff Contact Person listed below until **4:00 p.m., Central Time, on April 14, 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.

Adrianna Broniszewski, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Adrianna.Broniszewski@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.

