

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Internal Business Directory**

Solicitation Number: RFCSP 25-066; RFx 6100018897

Description: The City's Economic Development Department (EDD) is seeking a business directory database that incorporates GIS functionality. The goal of this database is to allow EDD Users to access and analyze business data by various parameters and geographic locations using GIS shapefiles. This system will support EDD efforts to promote local businesses, foster economic growth, and provide detailed insights into the business environment within our region.

Applicable Product Categories: 95635 – Internet Database Subscriptions

**Date Issued: June 11, 2025**

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

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on June 23, 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:** 2631 359 2471 | **Meeting Password:** COSA25

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=ma5ba84ae565746361a2442b357a33482>

Staff Contact Person: Bridgette Grim, Procurement Specialist III, [Bridgette.Grim@sanantonio.gov](mailto:Bridgette.Grim@sanantonio.gov)

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

Kevin Goodwin, Chief Technology Officer/Deputy Director, Information Technology Services Department

Benjamin Lasiewicz, Research & Intelligence Manager Economic Development Department

Monica Cantu, Senior Economic Development Specialist, Economic Development Department

Melina Gomez Senior International Business & Trade Specialist, Economic Development Department

David Powell, Senior Planner, Planning 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 or a City Manager Contract Approval Review meeting.**



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 June 23, 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.

**Bridgette Grim, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[Bridgette.Grim@sanantonio.gov](mailto:Bridgette.Grim@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.

