

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Urban Park Waterways Debris Removal Services**

Solicitation Number: RFCSP 25-142; RFx 6100019325

Description: The City of San Antonio (City) is soliciting proposals from qualified contractors to provide all labor, equipment, and supplies necessary for year-round urban park waterway debris collection and removal services at select City parks, including the following: Woodlawn Lake Park, Elmendorf Lake Park, Brackenridge Park, Southside Lions Park, and Miller's Pond Park.

Applicable Product Categories: 98856 – Litter Removal Services
92694 – Water Pollution Services

Date Issued: October 8, 2025

Due Date & Time: November 14, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 9:00 a.m., Central Time, on October 15, 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 the access code to participate the day of the conference.

Dial-In Number: 1-415-655-0001 | **Access Code:** 2346 329 1434 | **Meeting Password:** COSA25

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mf0926ff52f9e64cd201809cf24c83c25>

Additionally, a site visit will be held starting at **8:30 a.m. Central Time on October 16, 2025**, at the following locations:

8:30 am – 9:30 am

Woodlawn Lake Park

1103 Cincinnati Avenue
San Antonio, TX 78201

10:00 am – 11:00 am

Brackenridge Park

3910 N. St. Mary's St.
San Antonio, TX 78212

Below are the measures that shall be followed by all Respondents to ensure the safety of all attendees during the site visit.

- Respondents interested in attending the site visit must RSVP by October 14, 2025, at 4:00 PM CT via email to Stephanie Nouman, Procurement Specialist III, at Stephanie.Nouman@sanantonio.gov.
- All attendees must check in with City's procurement staff member present to sign-in.

Staff Contact Person: Stephanie Nouman, Procurement Specialist III,
Stephanie.Nouman@sanantonio.gov



Evaluation Committee Voting Members:

Melinda Cerda, Assistant Director, Parks & Recreation Department
Jesse Gallegos, Assistant Manager, Parks & Recreation Department
Henry Arredondo, Interim Manager, Parks & Recreation Department
Maria Diaz, Project Manager, Public Works Department
Kendall Hayes, Chief of Staff, San Antonio River Authority

The following restrictions on communications apply to City solicitations. 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 proposal/bid from the time the solicitation has been released until the contract is posted for consideration as an agenda item at a City Council "A" session or a City Manager Contract Approval Review meeting; 2) City employees from the time the proposal/bid has been released until the contract is approved at a City Council "A" session or by City Manager.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFCSP to the Staff Contact Person listed below until **11:00 a.m., Central Time, on October 20, 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.

Stephanie Nouman, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Stephanie.Nouman@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 with "SAePS Portal" on the subject line so this can be expedited.

