

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Parking Access and Revenue Control System Replacement and Upgrades**

Solicitation Number: RFCSP 25-113; RFx 6100019178

Description: The City is seeking proposals from qualified Respondents to provide a comprehensive solution for Center City Development & Operations (CCDO) operated off-street garages and lots along with optimization for on-street parking areas. Additionally, Respondents must provide a Point-of-Sale (POS) system for parking lots operated by the Convention and Sports Facilities Department at the Alamodome. Scope of services may include but not limited to hardware/software improvements, and mobile technology enhancements. Proposals shall describe how the user experience and data will be improved and become more efficient with consideration of various user groups including residents, visitors, and event attendees. The successful Respondent shall be responsible for all installation, software maintenance and support, training, and updates as needed.

Applicable Product Categories:

20966	Point of Sale Software
20480	Printers, Thermal
55034	Markers, Traffic, Plastic and Rubber
55038	Parking Meters and Area Control Equipment
93653	Parking Equipment Maintenance and Repair
96860	Parking Meter Services
92045	Software Maintenance/Support
92046	Software Updating Services
83832	Communication Devices, Multi-Function
94635	Credit Card, Charge Card Services

**Date Issued: October 10, 2025**

**Due Date & Time: March 9, 2026, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on October 24, 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:** 2348 500 9232 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m1828d5f26ce7721431239722e6a89810>



**Evaluation Committee Voting Members:**

David W. McCary, Assistant City Manager

John Jacks, Director, Center City Development & Operations

Patricia Muzquiz-Cantor, Director, Convention and Sports Facilities

Craig Hopkins, Chief Information Officer, Information Technology Services Division

Robert Rinn, Assistant Director, Center City Development & Operations

Victoria Roeder, Deputy Assistant Director, Finance

**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 RFP to the Staff Contact Person listed below until **4:00 p.m., Central Time, on October 28, 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.

**Karla Holten, Procurement Specialist III**

**City of San Antonio, Finance Department – Procurement Division**

**Karla.Holten@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.

