



ADDENDUM II

SUBJECT: Annual Contract for Window Cleaning Services Citywide, (RFCSP 25-091, 6100019067), Scheduled to Close: February 13, 2026; Date of Issue: December 17, 2025

FROM: Tiawana Lawrence
Procurement Manager

DATE: February 13, 2026

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. II - TO THE ABOVE REFERENCED
REQUEST FOR COMPETITIVE SEALED PROPOSALS**

**THE ABOVE-MENTIONED REQUEST FOR COMPETITIVE SEALED PROPOSALS
IS HEREBY AMENDED AS FOLLOWS:**

1. REVISED: The RFCSP submission deadline hereby is extended to **FEBRUARY 18, 2026, at 11:00 PM CT.**

QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 003, PRE-SUBMITTAL CONFERENCE, RESTRICTIONS OF COMMUNICATION:

On February 4, 2026, the City of San Antonio hosted a Pre-Submittal Conference and Site Visit for all participating vendors. Below is a list of questions that interested vendors submitted. The City's official responses to vendor questions is as follows:

Question 1: Can the eye bolts on the side of the City Tower Building be used as anchor points?

Response: Eye hook anchors are not approved for tie-off methods to wash the exterior windows at City Tower. A Swing-stage apparatus and secure counterweighted rigging along with comprehensive fall protection in accordance with OSHA safety standards must be utilized for accessing all exterior windows at City Tower above ground level.

Question 2: Are the City Tower outside windows swing stage access only?

Response: Refer to response in Question 1.

Question 3: Can you let us know where the tie points for the outside window cleaning on the City Towers are?

Response: Refer to response in Question 1.

Question 4: We understand that all the outside floor windows must be cleaned, can you expand on the inside windows on the City Tower vacant floors and which ones are those?

Response: All occupied floors at City Tower interior windows shall be cleaned. Only floors 2, 3, 4, and 19 do not require interior window cleaning.

Question 5: Are the windows at the City Tower Street level must be cleaned on the inside and the outside?

Response: Yes, the windows at the City Tower Street level must be cleaned.

Question 6: Is the interior window cleaning of the City Tower to be done during normal business hours?

Response: No. All interior window cleaning at City Tower shall be performed after 6:00 PM, Monday - Friday.

Question 7: To reach the street level interior windows, are ladders or scaffolding approved on the concourse level of the City Tower?

Response: Yes, measures need to be followed to protect all flooring surfaces.

Question 8: Municipal Plaza Floor Scope: Exhibit 1 lists cleaning for Floors 2 & 11, but the Group B Price Schedule lists cleaning Levels 2 through 11. Could you confirm the correct scope of work?

Response: Please refer to Exhibit 1 Updated 1-30-26; Group B BESD tab for the information on Municipal Plaza Floor. The correct floors are 2 through 11.

Question 9: Mezzanine Level: For Municipal Plaza, could you please explain where the "Mezzanine" level is?

Response: The Mezzanine is the area overlooking the City Council Chambers.

Question 10: Plaza De Armas: Please confirm if the second floor of this location is included in the cleaning requirements.

Response: Yes, Plaza De Armas second floor is included.

Question 11: Animal Care Services (ACS): Does the scope apply only to the Main Building, or does it include all ancillary/surrounding buildings on the campus?

Response: There are a total of four (4) buildings at ACS (Administration, Annex, Field Operations, and the Vet Clinic), all four buildings are included.

Question 12: Certified Anchor Points: For City Hall, International Center, and Municipal Plaza, can the City confirm if these locations have certified, load-tested anchor points currently in place??

Response: These locations do not have certified, load-tested anchor points.

Question 13: City Hall Interior: Are we restricted to weekends only after 6:00 PM for interior cleaning, or is weekday cleaning after 6:00 PM permitted?

Response: City Hall Interior cleaning should be performed on Monday - Friday after 6:00 PM and throughout the day on weekends. Cleaning is restricted on Wednesdays and Thursdays due to City Council Meetings.

Question 14: World Heritage Center: When window graphics are changed, will the contractor be responsible for cleaning the adhesive residue on glass surface related to that change-out?

Response: Contractor will need to clean adhesive residue when needed.

Question 15: La Villita: Is the Little Church of La Villita and the restaurants included in the cleaning requirements? Additionally, is there a definitive list of each specific building within La Villita that needs to be included in the scope?

Response: Only Building 9, Bolivar Hall/ City Offices/LV Café will require interior and exterior window cleaning. The rest of the buildings in the chart below will need exterior window cleaning only.

BUSINESS NAME	BUILDING NUMBER
B-Link	1
Casa Guipzot	2
Capistrano Soap Company	3
Sifuentes Metalsmith	4
Sifuentes Metalsmith Studio	5
Casa Manos Alegres	6
Huipil Market	7
Villa Tesoros	8
Bolivar Hall/ City Offices/LV Café	9
Bird & Pear	10
Copper Gallery	11
Little Church of La Villita	12
Starving Artist	13
River Art Group	14
Yolix Luna	14b
Guadalajara Grill	16
Plaza Taxco	16b
Yolix Luna	17
Cos House	18
Arneson River Theatre	19
SAAACAM	20
Scentchips, USA	21
Marisol Deluna Foundation	22
Little Studio Gallery	23
History Building	24
Gissi House	25

Question 16: What is the window count at the SAPD Police Training Academy (PTA)?

Response: The windows count is as follow:

- 1st floor- 320 windows
- 2nd floor – 200 windows

Question 17: Can we use a compact, track driven lift on the airport tarmac? If not, what types of equipment are approved?

Response: Yes, a track driven lift can be used. Aviation prefers for equipment to be delivered to the work site right before being utilized to prevent obstructing vehicle traffic flow.

Tiawana Lawrence

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Finance Department - Procurement Division