

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Fire Protection Services for the San Antonio Public Library**

Solicitation Number: RFCSP 25-126; RFx 6100019383

Description: The City of San Antonio is soliciting proposals for a contractor to furnish and provide all supervision, labor, transportation, tools, equipment, service reports, and supplies necessary to provide services related to fire protection services, including, but not limited to Fire Sprinkler and Fire Suppression Systems (Category I), fire alarm systems (Category II), and monitoring services for fire alarm systems (Category III) (the "Equipment") at various library locations throughout the City of San Antonio.

Applicable Product Categories: 34016 – Fire Alarm, Power Sirens, and Controls
93633 – Fire Protection Equipment and Systems including Fire Hydrants, Fire Sprinkler Systems, Smoke Detectors, Jaws of Life, Fire Protection Material Treatment, Firestop and Fire Barriers, Etc. Inspection, Maintenance, and Repair
99039 – Emergency Systems Monitoring Service, including Alarms and Operational Readiness Reporting

Date Issued: December 5, 2025

Due Date & Time: January 20, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on December 12, 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:** 2331 795 9544 | **Meeting Password:** COSA25

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m6814b5ad8e64debb79b4b92ed39efc67>

Additionally, a site visit will be held at **3:00 p.m. Central Time, on December 12, 2025:**

Central Library
600 Soledad St
San Antonio, TX 78205

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

- a. Respondents interested in attending the site visit must RSVP by December 11, 2025, at 11:00 AM CT via email to Stephanie Nouman, Procurement Specialist III, at Stephanie.Nouman@sanantonio.gov.
- b. All attendees must check-in with City's procurement staff member present to sign-in.



A second site visit will be held on Thursday, December 18, 2025, at 3:30 PM, Central Time.

Central Library
600 Soledad St.
San Antonio, TX 78205

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

- a. Respondents interested in attending the site visit must RSVP by December 17, 2025, at 4:00 PM CT via email to Stephanie Nouman, Procurement Specialist III, at Stephanie.Nouman@sanantonio.gov.
- b. All attendees must check-in with City's procurement staff member present to sign-in.

A third site visit will be held on Monday, January 5, 2026, starting at 1:00 PM, Central Time at the following locations and times.

1:00 PM – 1:30 PM
Westfall Library
6111 Rosedale Ct
San Antonio, TX 78201

2:00 PM – 2:30 PM
Cody Library
11441 Vance Jackson
San Antonio, TX 78230

3:00 PM - 3:30 PM
Igo Library
13330 Kyle Seale Parkway
San Antonio, TX 78249

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

- c. Respondents interested in attending the site visit must RSVP by January 2, 2026, at 4:00 PM CT via email to Stephanie Nouman, Procurement Specialist III, at Stephanie.Nouman@sanantonio.gov.
- d. 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:

Mark Loiselle, Project Control Manager, Library Department
Darrell Glasscock, Facilities Manager, Library Department
Raymond Torres, Facilities Coordinator, Library Department
Ron Griego, Facilities Administrator, Building and Equipment Services Department
Haley Holmes, Public Services Administrator, Library Department
Stacy Gonzales, Assistant Capital Programs Manager, Neighborhood & Housing Services



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 **4:00 p.m., Central Time, on January 6, 2026**. 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/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.

