

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Library Shelving Services**

Solicitation Number: RFCSP 26-067; RFx 6100019614

Description: The San Antonio Public Library seeks to establish contract(s) with qualified contractor(s) to furnish, deliver, and install library shelving systems and related components for San Antonio Public Library facilities. Shelving includes library-specific solutions for books, periodicals, and other library materials, including mobile, stationary, display, and wall shelving.

Applicable Product Categories: 42052 – Library Shelving, Wood  
90652 – Interior Design, Decorating, Space Planning, Exhibits and Displays

**Date Issued: April 22, 2026**

**Due Date & Time: June 8, 2026, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on May 4, 2026, 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:** 2335 580 5803 | **Meeting Password:** COSA26

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=md7a05a0e64c46e085b11440807f297dc>

Staff Contact Person: Stephanie Nouman, Procurement Specialist III, 210-207-6075, [Stephanie.Nouman@sanantonio.gov](mailto:Stephanie.Nouman@sanantonio.gov)

**Evaluation Committee Voting Members:**

Sukrit Goswami, Director, Library Department

Kathy Donellan, Assistant Director, Library Department

Darrell Glasscock, Facilities Manager, Library Department

Cheryl Sheehan, Public Services Administrator, Library Department

Mark Loiselle, Project Control Manager, Library Department

Rachel Gallop, Library Services Supervisor, Library Department

**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 May 7, 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.

**Gilberto J. Saldivar, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[gilberto.saldivar@sanantonio.gov](mailto:gilberto.saldivar@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.

