ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Competitive Sealed Proposals – Annual Contract for Landscaping Services and Irrigation Systems Maintenance & Repairs - BESD**

Solicitation Number: RFCSP 26-078; RFx 6100019808

Description: The City of San Antonio is seeking proposals from qualified landscaping companies interested in providing comprehensive landscaping and irrigation services for the Building and Equipment Services Department (BESD). Services include all supervision, labor, transportation, tools, equipment, reports, materials, and supplies necessary to perform complete grounds maintenance, such as but not limited to: mowing, grooming, and edging of turf areas, maintaining and trimming plants, shrubs and vines, physical removal of weeds, leaves, trash, and debris. The scope also includes monthly inspections, maintenance and repairs of all irrigation systems.

Applicable Product Categories: 98836 – Grounds and Roadside Maintenance: Mowing, Edging, Plant, Not Tree Trimming, etc.
93437 – Irrigation Systems Installation, Maintenance and Repair

Date Issued: May 15, 2026
Due Date & Time: July 22, 2026, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 9:00 a.m., Central Time, on May 28, 2026, via Microsoft Teams. 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: 1-312-667-7136
Phone Conference ID: 871 316 712#

Join from the meeting link:
https://teams.microsoft.com/meet/241165476209721?p=B3KAvGKwTqvo8pcJU4
Meeting ID: 241 165 476 209 721
Passcode: pz2QC7Ci

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Site Visits:
Additionally, site visits will be conducted and begin at **1:00 p.m. Central Time on May 28, 2026**.

LOCATION NAME	LOCATION ADDRESS	DATE	TIME
Cliff Morton Development Business Center	1901 S Alamo St. San Antonio, TX 78204	May 28, 2026	1:00 pm
Police Training Academy	12200 SE Loop 410 San Antonio, TX 78221	May 28, 2026	2:00 pm
Public Safety Answering Point (PSAP) 911	8039 Challenger Dr San Antonio, TX 78235	May 28, 2026	3:00 pm
Emergency Operations Center (EOC)	8130 Inner Circle Dr San Antonio, TX 78235	May 28, 2026	3:30 pm

Below are the measures that shall be followed by all Respondents:

a. Respondents interested in attending the Pre-Submittal Conference in-person and/or the site visit must RSVP by May 27, 2026, 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.

Staff Contact Person: Stephanie Nouman, Procurement Specialist III, 210-207-6075, Stephanie.Nouman@sanantonio.gov

Evaluation Committee Voting Members:
Ruben Flores, Assistant Director, Building and Equipment Services Department
Ron Griego, Facilities Administrator, Building and Equipment Services Department
Grace Diaz-Adams, Facilities Compliance Manager, Building and Equipment Services Department
Rose Navarro, Facilities Project Manager, Center City Development & Operations Department
Carlos Carrum, Assistant Manager, Parks & Recreation Department

Pursuant to Section 003 – Restriction on Communications and in accordance with and as authorized by Section 2-61 of the City Code, the following restrictions on communications apply to this solicitation: 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 RFCSP or proposal from the time the RFCSP has been released until the contract is posted for consideration as an agenda item during a meeting designated as an A session; and 2) City employees from the time the RCSFP has been released until the contract is approved at a City Council "A" session.

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 June 1, 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/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.