

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Information – Animal Transportation Program**

Solicitation Number: RFI 24-100; RFx 6100017937

Description: The purpose of this Request for Information (RFI) is to assist the City of San Antonio (City) Animal Care Services (ACS) in understanding available vendors who are able to assist with transporting animals from the ACS facility to brick-and-mortar facilities located in geographic regions with a scarcity of adoptable pets outside of San Antonio, TX. This measure will impact the city's live release rate and aims to reduce the local animal population. Transporters will be responsible for providing humane and safe housing during the entire transport process.

Applicable Product Categories: 87508 – Animal Control Equipment

Date Issued: June 10, 2024

Due Date & Time: August 12, 2024, 11:00 a.m. Central Time

Pursuant to Section 011 – Restrictions 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 RFI or proposal from the time the RFI 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 RFI 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 RFI to the Staff Contact Person listed below until **4:00 p.m., Central Time, on June 12, 2024**. 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.

Jessie Hinojosa, Procurement Manager

City of San Antonio, Finance Department – Procurement Division

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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.

