



ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: REQUEST FOR PROPOSALS– Brackenridge Park Reconciled Project Inventory

Solicitation Number: RFP 23-070; RFx 6100016850

Description: The City of San Antonio is seeking professional services to assess the Brackenridge Park Master Plan (2017), Midtown Regional Center Plan (2019), and Brackenridge Park Cultural Landscape Report (2021) and produce a Reconciled Project Inventory with a focus on the publicly accessible facilities operated by the City. The consultant will facilitate a stakeholder input process and develop an equity-based evaluation method to inform the implementation of future capital projects at the Park.

Applicable Product Categories:

91832, 91890, 92464, 95877, 91892, 90664

Date Issued: May 19, 2023

Due Date & Time: June 20, 2023, at 11:00 a.m. Central Time

Pre-Submittal Conference: The conference will be held via WebEX call at 2:00 p.m., Central Time, on Thursday, June 1, 2023. Attendance is optional, but highly encouraged. Respondents may call:

Join by phone: 1-415-655-0001

Meeting number (access code): 2469 165 4005

Meeting password: D3KgkA3Rks3

Join from meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m5b48b525a2a99998a12c0e5b990420c6>

Staff Contact Person: Donna Hull, Procurement Specialist III, Donna.Hull@sanantonio.gov

Evaluation Committee Voting Members:

Lori Houston, Assistant City Manager, City Manager's Office

Shanon Miller, Director, Office of Historic Preservation

Homer Garcia, Director, Parks and Recreation Department

Terry Brechtel, Interim CEO, Brackenridge Park Conservancy

Suzanne Scott, Texas State Director, The Nature Conservancy

Pursuant to Section 011 – 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 RFQ or proposal from the time the RFQ 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 RFQ 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 RFQ to the Staff Contact Person listed below until **4:00 p.m., Central Time, on Tuesday, June 6, 2023**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail to:

Donna Hull, Procurement Specialist III

City of San Antonio, Finance Department – Purchasing Division

Donna.Hull@sanantonio.gov

Questions submitted and the City's responses will be posted with this solicitation.

All proposals **must** be submitted electronically through the portal. **ONLY ELECTRONIC SUBMISSIONS WILL BE ACCEPTED.**

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).

TO REGISTER: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at (210) 207-0118 or by email at vendors@sanantonio.gov with "SAePS Portal" on the subject line so this can be expedited.