



ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposal – Random and Post Accident Drug Testing Services
Solicitation Number: 6100017163, RFP 23-116

Description: The City of San Antonio Fire Department is soliciting proposals from qualified vendors interested in providing random computerized, reasonable suspicion, and post-accident drug testing for all San Antonio Fire Department uniformed employees that in accordance with the Collective Bargaining Agreement between the City and the Local 624 International Association of Fire Fighters.

Applicable Product Categories: 95207 – Alcohol and Drug Testing Services

Evaluation Committee

Christopher Monestier, Deputy Fire Chief, San Antonio Fire Department
Noel T. Horan, Fire Civilian Administrator, San Antonio Fire Department
Lucia Puente, Special Projects Manager, San Antonio Fire Department
Patricia Atkins, Benefits Policy Administrator, Human Resources Department

Date Issued: August 14, 2023

Due Date & Time: Friday, October 6, 2023, 11:00 a.m. Central Time

Pre-Submittal Conference: A Pre-Submittal Conference will be held at 10:00 a.m. Central Time, on August 22, 2023. The Pre-Submittal Conference for this solicitation will be held via WebEx only. Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

Pre-Submittal Conference Dial-In Information:

Conference Bridge: Toll Free Dial-In Number: 1-415-655-0001
Meeting number: 2632 223 0383
Meeting password: COSA

Pursuant to Section 011 – Restriction on Communications, Respondents are prohibited from communicating with: 1) City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFCSP or proposals, from the time the RFCSP has been released until the contract is posted for consideration as a Commission agenda item; and 2) City employees from the time the RFCSP has been released until the contract is awarded.

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., Local Time, on August 24, 2023. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Japan Shah, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Japan.Shah@sanantonio.gov

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

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.