

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals– Recycling of Vehicle Batteries**

Solicitation Number: RFP 24-071; RFx 61000017772

Description: The City of San Antonio's Solid Waste Management Department is soliciting proposals from qualified and experienced Respondents to collect and process batteries from two permanent locations and up to three rotating mobile locations each year. The awarded respondent will take possession of batteries collected from City facilities and transport for processing using a beneficial reuse, recycling, or other environmentally sound method. Respondent shall provide all equipment, supplies, and material to load and transport the batteries from the inventory location and accept delivery at the Respondent's facility.

Applicable Product Categories: 99815 – Batteries, All Types, Sale of Surplus and Obsolete Items

Date Issued: February 7, 2024

Due Date & Time: March 3, 2024, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on February 15, 2024, 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:** 2634 266 1381 | **Meeting Password:** COSA24

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m8be4892e88679132361aa3fdb60d6546>

Staff Contact Person: Stephanie Nouman, Procurement Specialist III,
Stephanie.Nouman@sanantonio.com

Evaluation Committee Voting Members:

Eddie Esquivel, Solid Waste Manager, Solid Waste Management Department
Michael Ortiz, Solid Waste Assistant manager, Solid Waste Management Department
Erik Camacho, Supervisor, Solid Waste Management Department
Natalia Urbina, Project manager, Solid Waste Management Department
Marjorie N. Harrell, Fiscal Manager, Solid Waste Management Department

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 RFP or proposal from the time the RFP 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 RFP 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 RFP to the Staff Contact Person listed below until **11:00 a.m., Central Time, on February 19, 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.

Stephanie Nouman, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division

Stephanie.Nouman@sanantonio.com

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.

