

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – Vacant Lot Abatement Services**

Solicitation Number: RFP 24-141; RFx 6100018383

Description: The City is seeking multiple contractors to mow and clear premises and clear and/or secure structures identified by the City as a risk to public health and safety. Services shall include clearing and mowing grass and weeds and remove all brush, rubbish, rocks and trash. The department anticipates an award of contract for multiple respondents that provide City-wide services at the best value for the City. The City anticipates rotation of the contractors between geographical boundaries (for example, Council Districts, Code Enforcement Field Units, or “quadrants”, dependent on the number of respondents) annually. Award of a contract does not guarantee work.

Applicable Product Categories: 91219 - Clearing and Grubbing Services
91054 – Painting, Maintenance & Repair Services, Incl Caulking
91027 – Garbage & Trash Removal, Disposal and/or Treatment Serv
98836 – Grounds & Roadside Maint. Mowing, Edging, Plant, Not
Tree Trimming
96888 – Tree and Shrub Removal Services

Date Issued: September 11, 2024

Due Date & Time: November 1, 2024; 11:00 AM Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at **10:00 a.m., Central Time, on September 25, 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:** 2630 969 8653 | **Meeting Password:** COSA24

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m80f6d3359217aeb942f196f13c091f88>

Evaluation Committee Voting Members:

John Peterek, Interim Assistant City Manager, City Manager’s Office

Michael Shannon, Director, Development Services Department

Amin Tohmaz, Deputy Director, Development Services Department

Michael Uresti, Development Services Manager, Development Services Department

Alice Guajardo, Development Services Manager, Development Services Department

Jenny Ramirez, Code Enforcement Manager, Development Services Department

Alma Martinez-Jimenez, Assistant to Director, Center City Development Office



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 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 **4:00 p.m., Central Time, on September 30, 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.

Victor R. Costilla, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
victor.costilla@sanantonio.gov

To view this solicitation, go to the SAePS portal; <https://supplierservice.sanantonio.gov/iri/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.

