

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – Community Crime Prevention**

Solicitation Number: RFP 24-157; RFx 6100018398

Description: The City of San Antonio (City) proposes to distribute \$250,000 of asset forfeiture funds to support Community Crime Prevention Programs within the City. The City seeks proposals from eligible community crime prevention agencies to reduce and prevent crime in the City. The funds dispersed to these agencies are allocated by the San Antonio City Council and administered by the San Antonio Police Department (SAPD). Any disbursements to entities under this program will be made monthly, upon receipt of documentation of allowable expenditures for the previous month.

The Community Crime Prevention Program will enable community partners to work in alignment with SAPD and other City services to support evidence-based violence reduction programming and wraparound services in the areas of domestic violence, anti-drug/group violence prevention and neighborhood security.

The Community Crime Prevention Program seeks community partners which clearly demonstrate an immediate ability to address crime prevention and support programs. Crime Prevention is defined as, “strategies and measures that seek to reduce the risk of crimes occurring, and their potentially harmful effects on the citizens of San Antonio, their neighborhoods, and society, including fear of crime, by reducing risk factors or increasing protective factors.”

Applicable Product Categories:  
99025 – Crime Prevention Service

**Date Issued: October 7, 2024**

**Due Date & Time: November 20, 2024, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on October 14, 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 924 2289 | **Meeting Password:** SAPDCCP2024

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=meb9d7230a701071da765ca093ace222b>

Staff Contact Person: Steve Garcia, Procurement Specialist III, [Steven.Garcia6@sanantonio.gov](mailto:Steven.Garcia6@sanantonio.gov)

**Evaluation Committee Voting Members:**

Karen Falks, Assistant Chief, San Antonio Police Department

Hector Salas, Deputy Chief, San Antonio Police Department

Richard Riley, Assistant Director, San Antonio Police Department



Patrick Steck, Assistant Human Services Director, Department of Human Services  
Derek Taylor, Senior Management Coordinator, San Antonio Metro Health 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 **4:00 p.m., Central Time, on October 17, 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.

**Steve Garcia, Procurement Specialist III  
City of San Antonio, Finance Department – Procurement Division  
Steven.Garcia6@sanantonio.gov**

**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](mailto:vendors@sanantonio.gov) with “SAePS Portal” on the subject line so this can be expedited.

