

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – Manufacturing Bootcamp**

Solicitation Number: RFP 25-002; RFx 6100018562

Description: The City of San Antonio's Workforce Development Office is seeking proposals from a supplier to provide a training pathway program for entry level manufacturing positions, in response to industry need. The training program will prepare graduates for a career in the manufacturing sector.

Applicable Product Categories: 92416 Course Development Services, Instructional/Training
92486 Vocational Training, All Types

Date Issued: November 20, 2024

Due Date & Time: January 21, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 11:00 a.m., Central Time, on December 3, 2024, via WebEx

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:** 2633 081 8630 | **Meeting Password:** COSA

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m10aaefd87bbbd6f1be6b0e40ce43f077>

Evaluation Committee Voting Members:

Joel Morgan, Assistant Director, Workforce Development Office

Lori Zamora, Assistant to the Director, Workforce Development Office

Benjamin Lasiewicz, Research and Intelligence Manager, Economic Development Department

Rose Hilt, Interim Manager, Workforce Development Office

Sonya Bryant, Interim Manager, Workforce 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 December 6, 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.



Karla Holten, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Karla.Holten@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 with "SAePS Portal" on the subject line so this can be expedited.

