

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – On-Call Lead and General Environmental Consultants**

Solicitation Number: RFP 25-035; RFx 6100018847

Description: San Antonio's Green & Healthy Homes (SAGHH) is housed within the City of San Antonio's (City) Neighborhood and Housing Services Department (NHSD). SAGHH provides assistance to owners and landlords of residential properties (both single-family and multi-family) in creating healthy, safe, energy-efficient, and sustainable homes for families. SAGHH works to prevent and correct housing-related health and safety hazards, such as addressing lead-based paint, household asthma triggers and fire hazards.

Applicable Product Categories:

92658 – Lead and Asbestos Inspection Services

91843 – Environmental Consulting

Date Issued: February 19, 2025

Due Date & Time: April 7, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 9:00 a.m., Central Time, on March 3, 2025, 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:** 2870 320 1040 | **Meeting Password:** CoSA25035

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m5bd35d47406e2c7a10dc76fd41ff7cdc>

Staff Contact Person: Gregory Desir, Procurement Specialist III, Gregory.Desir@sanantonio.gov

Evaluation Committee Voting Members:

Veronica Garcia, Director, Neighborhood and Housing Services Department

Veronica Gonzalez, Assistant Director, Neighborhood and Housing Services Department

Michael Kauffman, Senior Management Coordinator, NHSD

Leticia Holt, Interim Housing Rehab & Preservation Administrator, NHSD

Jason Gray, Project Manager, Development Services 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 March 11, 2025**. 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.

Gregory Desir, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Gregory.Desir@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.

