

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – Mixed-Used Zoning UDC Amendments**

Solicitation Number: RFP 25-112; RFx 6100019145

Description: The City of San Antonio seeks a qualified professional planning firm or other related consultant to complete a review of existing documents, recommend revisions to the draft Unified Development Code (UDC) amendments, create development illustrations, facilitate a technical review committee and public engagement efforts, and provide support throughout the 2027 UDC Update and adoption process.

Applicable Product Categories: 91892 - Urban Planning Consulting
90657 - Land Development and Planning, Architectural Services

Date Issued: June 23, 2025

Due Date & Time: July 23, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on June 30, 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:** 2339 768 4454 | **Meeting Password:** Zoning2025

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m3db24c2b0f6681d2c5927d1d7b2e2cdc>

Evaluation Committee Voting Members:

Bridgett White, Director, Planning Department

Catherine Hernandez, Director, Transportation Department

Rudy Niño, Jr., Assistant Director, Planning Department

Logan Sparrow, Development Services Administrator, Development Services Department

Emilie Christian Weissler, Director of Land Use and Development, Killen, Griffin & Farrimond, PLLC

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 or a City Manager Contract Approval Review meeting; and 2) City employees from the time the RFP has been released until the contract is approved at a City Council “A” session or a City Manager Contract Approval Review meeting.



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 July 3, 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.

