City of San Antonio

City Manager Delegation

Agenda Posted Date: Thursday, October 22, 2026
Approval Date: Thursday, October 29, 2026

Ordinance No. 2025-01-30-0080, approved on January 30, 2025, authorized the City Manager or designee to approve and execute contracts for fleet acquisitions funded in the annual adopted budget, contracts in amounts less than $1 million for architecture and engineering, construction, and professional and other services, and contracts in amounts less than $2.5 million for goods and supplies, as permitted by law and procured in accordance with the City's Administrative Directive on Purchasing and Procurement Guidelines and Procedures. Through this ordinance, City Manager or designee approves the following contracts, 7 calendar days after agenda posted date.

The following restrictions on communications apply to City solicitations. Respondents are prohibited from contacting City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the proposal/bid from the time the solicitation has been released until the contract award is posted as an agenda item at a City Manager Contract Approval Review meeting and City employees from the time the proposal/bid has been released until the contract is approved by City Manager, 7 calendar days after agenda posted date.

If you have any questions regarding the contracts listed below, please contact the Finance Department's Procurement Division at 210-207-5734 or at purchweb@sanantonio.gov.

Goods and Supplies

1. Annual Contract for Appliance Maintenance and Repairs for the San Antonio Fire Department (SAFD)
   ID#: 26-224647

   This annual contract will provide as-needed minor appliance repair and maintenance services for appliances at 54 San Antonio Fire Department fire stations and 7 additional SAFD facilities throughout the City. Services may include the repair and maintenance of refrigerators, ice makers, natural gas and electric stoves, vent hoods, washers, dryers, window air-conditioning units, garbage disposals, and other similar appliances. [Ben

Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method:	Invitation for Bid (IFB)
Awarded Vendor(s):	E. Tamez Commercial Refrigeration and Air Conditioning, Inc.
Term of Contract:	Upon award through September 30, 2029, with two, one-year renewal options
Total Contract Value:	$681,145 estimated
Annual Contract Value:	$136,229 estimated
Funding Source:	Funding is available from the Adopted FY 2027 General Fund Adopted Budget.

2. Annual Contract for Official Print Newspaper Advertisements for Various Departments
ID#: 26-224626

   This annual contract will provide print newspaper advertisements for official and legally required notices on behalf of various City departments. These notices include, but are not limited to, bid solicitations, election notices, annexation notices, and other required advertisements. The contract supports the publication of legally mandated notices, ensuring compliance with Texas Local Government Codes that require certain City actions to be advertised in a newspaper of general circulation. [Ben Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method:	Invitation for Bid (IFB)
Awarded Vendor(s):	SA Legal News, LLC
Term of Contract:	January 1, 2027, through June 30, 2029, with two, one-year renewal options
Total Contract Value:	$261,000 estimated
Annual Contract Value:	$58,000 estimated
Funding Source:	Funding is available from department's 2027 Adopted Budget.

3. Annual Contract for Herbicides for the Public Works Department (PWD)
ID#: 26-224639

This annual contract will provide dry and liquid herbicides primarily utilized by the Public Works Department's Stormwater Division for vegetation control in various environments throughout the City, including curbs, gutters, sidewalk joints along arterial roadways, concrete channels and spillways, rights-of-way, and roadsides. The application of herbicides helps reduce the need for manual clearing of vegetation. [Ben Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method:	Invitation for Bid (IFB)
Awarded Vendor(s):	Nutrien Ag Solutions, Inc.
Term of Contract:	Upon award through September 30, 2029, with two, one-year renewal options
Total Contract Value:	$375,000 estimated
Annual Contract Value:	$75,000 estimated
Funding Source:	Funding is available from the Storm Water Operating Fund FY 2027 Adopted Budget. Funding for additional years is contingent upon City Council approval of the Annual Budget.

4. On-Demand Transportation Gift Cards for the San Antonio Metropolitan Health District (SAMHD)
ID#: 26-224465

This contract will provide transportation gift cards for the San Antonio Metropolitan Health District's Domestic Violence Program. The Domestic Violence Program issues gift cards to qualifying clients, who are at risk of domestic violence, for their family's safety. These gift cards will be provided to clients for the purchase of transportation services, such as Rideshare or Uber, needed for safety, appointments, and school or work purposes inside and outside the Bexar County area. [Ben Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method:	Request for Offer (RFO) – Public Health or Safety
Awarded Vendor(s):	USA Connect Inc.
Term of Contract:	One Time Buy
Total Contract Value:	$94,000
Annual Contract Value:	Not Applicable
Funding Source:	Funding is available from the FY 2026 General Fund Budget.

5. On-Demand Food and Gasoline Gift Cards for the San Antonio Metropolitan Health District (SAMHD)
ID#: 26-224502

This contract will provide food and gasoline gift cards for the San Antonio Metropolitan Health District's Domestic Violence Program. The Domestic Violence Program issues gift cards to qualifying clients, who are at risk of domestic violence, for their family's safety. These gift cards will be provided to clients for the purchase of groceries and gasoline to support both emergency needs and routine activities, such transportation to work and transporting children to appointments and school. [Ben Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method:	Request for Offer (RFO) – Public Health or Safety
Awarded Vendor(s):	USA Connect Inc.
Term of Contract:	One Time Buy
Total Contract Value:	$199,800
Annual Contract Value:	Not Applicable
Funding Source:	Funding is available from the 2026 General Fund Budget.

Professional Services

6. Feral Cat Spay/Neuter Surgeries for Animal Care Services
ID#: 26-224569

This is a ratification of professional services agreements that began October 1, 2026, to allow the Animal Care Services Department to continue providing no-cost spay and neuter services of feral cats. Vendors will be reimbursed at a fixed rate per surgery, which includes sterilization, required medications, rabies vaccinations, and ear tipping. These services support population control, improve animal health, and advance community welfare. Continuation of these essential services without interruption were necessary, resulting in this ratification. [David W. McCary, CPM, Assistant City Manager; Jonathan Gary, Director, Animal Care Services]

Procurement Method:	Ratification
Awarded Vendor(s):	Animal Defense League of Texas, $262,500 Footbridge Foundation, Inc., $105,000 Humane Society of San Antonio, $113,750

Spay - Neuter Assistance Program, Inc., $131,250
Spay Neuter Inject Protect San Antonio, Inc., $262,500

Term of Contract: October 1, 2026, through September 30, 2029, with two, one-year renewal options

Total Contract Value: $875,000

Annual Contract Value: $175,000 estimated

Funding Source: Funding is available in the General Fund FY 2027 Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

7. Investment Consulting and Training for the Finance Department
ID#: 26-224650

This professional services agreement will provide the Finance Department with a qualified investment consultant to deliver investment consulting services related to the City's investment portfolio and financial assets. This consultant will also provide required investment training for the City's authorized investment officers in accordance with the Texas Public Funds Act. [Ben Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method: Request for Proposals (RFP)

Awarded Vendor(s): Meeder Public Funds, Inc.

Term of Contract: Upon award through September 30, 2029, with one, two-year renewal option

Total Contract Value: $100,000

Annual Contract Value: $20,000

Funding Source: Funding is available from the General Fund FY 2027 Adopted Budget.

8. Produce Markets for the Department of Human Services (DHS)
ID#: 26-224649

This contract will provide onsite produce markets at 12 comprehensive senior center sites and three part-time senior center sites for the Department of Human Services' Senior Services, as well as produce boxes for all seniors attending produce market presentations. This program is to educate seniors on the health benefits of incorporating fruits and

vegetables into daily meals, highlight seasonal produce, and teach the economic advantages of purchasing in-season items. Nutrition education, provided by Senior Services Registered Dietitians, focuses on nutrient content and how to select, store, cook, and incorporate seasonal produce into meals. [Justina Tate, Assistant City Manager; Melody Woosley, Director, Human Services]

Procurement Method:	Request for Proposals (RFP)
Awarded Vendor(s):	River City Produce Company, Inc.
Term of Contract:	Upon award through September 30, 2030
Total Contract Value:	$371,000
Annual Contract Value:	Year 1: $91,000 Year 2: $91,000 Year 3: $94,500 Year 4: $94,500
Funding Source:	Funding for first year is available from the FY 2027 General Fund Adopted Budget. Funding for future year is contingent upon City Council approval of annual budget.

City Programs: Local Preference Program - applied to evaluation of responses received; awarded vendor received 10 points for being headquartered within incorporated San Antonio city limit.

9. American Sign Language Emergency Alert System for the San Antonio Fire Department (SAFD)
ID#: 26-224625

This professional services agreement will provide the San Antonio Fire Department's Office of Emergency Management with a stand-alone American Sign Language Emergency Alert System capable of transmitting accessible emergency alerts 24/7/365 to San Antonio residents who are deaf, hard of hearing, blind, deaf-blind, or literacy-challenged. The system provides timely accessible emergency information through ASL video, english voice and text formats compatible with assistive technologies. [María Villagómez, Deputy City Manager; Valerie Frausto, Fire Chief]

Procurement Method:	Request for Proposals (RFP)
Awarded Vendor(s):	Deaf Link, Inc.
Term of Contract:	Upon award through September 30, 2029, with two, one-year renewal options

Total Contract Value:	$448,326 estimated
Annual Contract Value:	$89,665.20 estimated
Funding Source:	Funding is available from the General Fund FY 2027 Adopted Budget.

Other Services

10. Annual Contract for Landscaping Services for the Department of Human Services
ID#: 26-224817

    This annual contract will provide all labor, equipment, materials, expertise, and tools necessary for landscaping services for the Department of Human Services, primarily at DHS Senior Centers and other designated DHS facilities. Landscaping services will include mowing and edging of turf areas; care, trimming, and maintenance of plants, shrubs, and vines; physical removal of weeds, leaves, trash, and debris; and monthly inspection, maintenance, and repair of irrigation systems. [Ben Gorzell Jr., Chief of Financial and Administrative Services; Troy Elliott, Chief Financial Officer, Finance]

Procurement Method:	Request for Competitive Sealed Proposals (RFCSP)
Awarded Vendor(s):	Goodwill Industries of San Antonio
Term of Contract:	Upon award through September 30, 2029, with two, one-year options to renew
Total Contract Value:	$992,998.50 estimated
Annual Contract Value:	$198,599.70 estimated
Funding Source:	Funding is available from the General Fund FY 2027 Adopted Budget. Funding for subsequent years is contingent on Council approval of the annual budget.

11. Forensic Nurse Examiner Services for San Antonio Police Department (SAPD)
ID#: 26-224826

    This professional service agreement will provide the San Antonio Police Department with forensic nurse examiner services. In 2024, the Sexual Assault Nurse Examiner (SANE) program previously operated by Methodist Specialty and Transplant was discontinued, prompting the San Antonio Police Department to identify a solution to ensure continued medical care to victims of sexual assault and the collection of forensic evidence for criminal investigations. The Southwest Texas Regional Advisory Council (STRAC) coordinates

SANE services in Bexar County and surrounding counties through hospital systems and the Texas Forensic Nurse Examiners (TxFNE). SAPD contracted with TxFNE in 2025 and 2026; the current agreement expires on October 31, 2026. SAPD seeks to enter into a new agreement with TxFNE to continue providing these essential services. SANE services require highly specialized clinical training, established forensic evidence collection protocols, courtroom testimony experience, and effective coordination with law enforcement, hospitals, victim advocacy organizations, prosecutors, and other criminal justice stakeholders. [María Villagómez, Deputy City Manager; Jesse Salame, Police Chief]

Procurement Method:	Professional Service Agreement (PSA)
Awarded Vendor(s):	Texas Forensic Nurse Examiners – Forensic Center of Excellence
Term of Contract:	November 1, 2026, through October 31, 2028, with one, one-year renewal option
Total Contract Value:	$120,000 estimated
Annual Contract Value:	$40,000 estimated
Funding Source:	Funding is available from the General Fund FY 2027 Adopted Budget General Fund. Funding for subsequent years is contingent on Council approval of the annual budget.