

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – Feasibility Study for Additional Animal Shelter**

Solicitation Number: RFP 26-040; RFx 6100019429

Description: The City of San Antonio's Animal Care Services (ACS) is seeking professional consulting services to evaluate the necessity and feasibility of establishing a second ACS campus. The study will assess current operations, community needs, site options, facility requirements, financial considerations, and stakeholder input, culminating in actionable recommendations aligned with ACS's Strategic Plan goals and policies.

Applicable Product Categories: 96206 – Animal Care, Animal Control, Animal Shelter  
91832 – Consulting Services  
91846 – Feasibility Studies Consulting

**Date Issued: March 30, 2026**

**Due Date & Time: April 29, 2026, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on April 7, 2026, 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:** 2344 256 1303 | **Meeting Password:** COSA2026

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m89bc8a1d87c3e4ae45fa38725ec3dadb>

Staff Contact Person: Bridgette Grim, Procurement Specialist III, [Bridgette.Grim@sanantonio.gov](mailto:Bridgette.Grim@sanantonio.gov)

**Evaluation Committee Voting Members:**

David McCary, Assistant City Manager, City Manager's Office

Jon Gary, Director, Animal Care Services

Dr. Antonio Caldwell, Assistant Director, Animal Care Services

Bethany Colonnese, Chief Operations Officer, Animal Care Services

Alyssa McMullin, Special Projects Manager, Animal Care Services

Rita Brauetigam, Animal Care Services Advisory Board Chair

**The following restrictions on communications apply to City solicitations. 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 proposal/bid from the time the solicitation has been released until the contract is posted for consideration as an agenda item at a City Council "A" session or a City Manager Contract Approval Review meeting; 2) City employees from the time the proposal/bid has been released until the contract is approved at a City Council "A" session or by City Manager.**



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 April 10, 2026**. 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.

**Bridgette Grim, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[Bridgette.Grim@sanantonio.gov](mailto:Bridgette.Grim@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.

