

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals– Centralized Receiving & Distribution Center for San Antonio International Airport**

Solicitation Number: RFP 26-092; RFx 6100019725

Description: This RFP will provide the City's Aviation Department with a Centralized Receiving and Distribution Center (CRDC) to streamline and centralize the receipt, inspection, storage, and distribution of food, beverages, consumables, and non-food supplies to various concessionaires, lounges, airline catering units, and other authorized tenants. The CRDC is designed to enhance logistical efficiency, security, cost-effectiveness, and service consistency within the airport environment.

Applicable Product Categories:

- 95894 Warehouse Management Services
- 96286 Transportation of Goods, Shipping and Handling, and Other Freight Services
- 96295 Warehousing and Storage Services, Not Storage Space Rental, Including Farm Product Storage in Silos and Grain Elevators
- 96224 Courier/Delivery Services, Including Air Courier Services)

Date Issued: July 24, 2026

Due Date & Time: September 8, 2026, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 2:30 p.m., Central Time, on August 5, 2026, via Microsoft Teams. 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: 1 312-667-7136 | **Conf ID:** 395 021 590# | **Meeting Password:** COSA26

Join from the meeting link:

<https://teams.microsoft.com/meet/229520861023580?p=rG8PmkzNagk8RneBku>

Video ID: 229 520 861 023 580

Site Visit: A Site Visit will be held at 8:30 a.m., Central Time, on August 6, 2026, at:

San Antonio International Airport
9800 Airport Blvd.
Terminal A Mezzanine Conference Room
San Antonio, TX 78216

The Site visit will be limited to two (2) people per known potential Respondent. Kindly bring your driver's license and/or passport, as identification is required to participate in the site visit. Additionally, please plan for extra time to secure parking, as it can be challenging to find.



Staff Contact Person: Adrianna Broniszewski, Procurement Specialist III,
adrianna.broniszewski@sanantonio.gov

Evaluation Committee Voting Members:

Jeff Coyle, Assistant City Manager, City Manager Office
Tim O'Krongley, Aviation Deputy Director-Development, Aviation Department
Cassandra Slater, Development Programs Coordinator, Aviation Department
Jeff Tripp, Stinson Airport Manager, Aviation Department
Ernesto Ortiz, Deputy Assistant Federal Security Director, TSA
Elisa Lyke, Interim Assistant Director-Finance & Administration, Aviation 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 August 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.

Adrianna Broniszewski, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
adrianna.broniszewski@sanantonio.gov

To view this solicitation, go to the SAePS portal; <https://supplierservice.sanantonio.gov/iri/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.

