

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Qualifications – EECBG Low-Income E-Bike Rebate Program**

Solicitation Number: RFQ 26-041; RFx 6100019450

Description: The City of San Antonio's (City) Resilience and Sustainability Department is seeking Proposals from Respondents that stock and sell e-bikes to participate in the Low-Income E-bike Rebate Program.

Applicable Product Categories:

80534 – Bicycles and Tricycles, All Types: Children's, Mountain, Racing, Recumbent, Tandem, Touring, etc.

92962 – Motorcycles, Bicycles, Motor Scooters, and Truckster, Including Golf Carts, Maintenance and Repair.

Date Issued: January 28, 2026

Due Date & Time: February 27, 2026, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on February 4, 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 536 7457 | **Meeting Password:** E-Bike2026

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m9661d41f8d29255a7095a9cee37854db>

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

Evaluation Committee Voting Members:

Laura Patino, Resilience & Sustainability Director, Resilience & Sustainability Department

Golda Obinzu, Resilience & Sustainability Administrator, Resilience & Sustainability Department

Vanessa Jimenez, Affordable Housing Administrator, Neighborhood & Housing Services Department

Ricardo Ambriz, Sustainability Transportation Manager, Resilience and Sustainability Department

Zan Marshall, Senior Transportation Planner, Transportation Department

Debra Ponce, Climate Justice Organizer, Public Citizen

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 RFQ to the Staff Contact Person listed below until **4:00 p.m., Central Time, on February 6, 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.

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.

