

## ADVERTISEMENT INFORMATION ONLY

### Solicitation Type and Name: **Request for Qualification – EXECUTIVE PROGRAM MANAGER FOR THE SPORTS AND ENTERTAINMENT DISTRICT PROGRAM**

Solicitation Number: RFQ 25-050; RFx 6100018829

Description: The EPM will be responsible for the oversight of the District Program through the life of the program. In general, the EPM is intended to provide program-level leadership to ensure overall success of the Program. The EPM must have significant experience in the leadership and management of similar large integrated Programs. Such talent must be able to provide effective program executive management, advise the City's executive management team, and discuss the Program at outreach events throughout the community. At a minimum the scope of services will include the following:

- Review, comment, and advise on Program planning and design alternatives as to consistency with Program objectives and priorities, including delivery methods and phasing.
- Review, comment, and advise on Program phasing, constructability, maintenance, and operations.
- Participate in on-going design and project construction to the extent required to facilitate efficient delivery and accomplishment of Program objectives.
- Develop the Program implementation strategy around the City's development priorities.

Applicable Product Categories: 91875 – Administrative Management, 91503 – Advertising/Public Relations, 91843 – Environmental Consulting, 91875 – Management Consulting

**Date Issued: January 16, 2026**

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

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:30 a.m., Central Time, on January 26, 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](tel:+13126677136) | **Access Code:** 802 790 088# | **Meeting Password:** EB6EC23L

**Join from the meeting link:** [Join the meeting now](#)



**Evaluation Committee Voting Members:**

María Villagómez, Deputy City Manager, City Manager's Office  
Ben Gorzell, Chief of Financial & Administrative Services, Finance Department  
Troy Elliott, Chief Financial Officer, Finance Department  
Alejandra Lopez, Assistant City Manager, City Manager's Office  
John Peterek, Assistant City Manager, City Manager's Office  
Michael Shannon, Director, Capital Delivery Department  
Timothy O'Krongley, Planning & Construction Deputy Director, Aviation Department  
Erika Ragsdale, Redevelopment Officer, Neighborhood & Housing Services Department

**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 4, 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.

**Jose Narvaez, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[Jose.Narvaez2@sanantonio.gov](mailto:Jose.Narvaez2@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.

