

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Qualifications – On-Call Commissioning, Sustainable and Testing and Balancing Services**

Solicitation Number: RFQ 26-111

Description: The City of San Antonio (City), Capital Delivery Department (CDD) is issuing a Request for Qualifications (RFQ) seeking Statements of Qualifications (SOQ) from qualified firms (Respondents) to provide on-call Building Commissioning, Building Sustainability Certification, and testing and balancing (TAB) services for City-owned facilities.

Applicable Product Categories:

90628: Energy Conservation; New Energy Sources, Solar, etc. Architectural Services

99247: HVAC System Testing, Balancing and Troubleshooting Services.

Date Issued: August 28, 2026

Due Date & Time: October 13, 2026, 10:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 10:30 a.m., Central Time, on September 10, 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:** 2334 110 7268 | **Meeting Password:** COSA

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m5b25732df5ea8020562b1445c87276f4>

Staff Contact Person: Ezechukwu Anyanwu, Procurement Specialist III, Staff Email Address

Ezechukwu.Anyanwu@sanantonio.gov

Evaluation Committee Voting Members:

Golda Obinzu, Deputy Sustainability Officer, Resiliency & Sustainability

Roland Ibarra, Project Manager, Aviation Department

Ron Griego, Assistant Facilities Administration, Building & Equipment Services Department

Jeffrey Knippel, Program Manager, Capital Delivery Department

Victor Valdez, Architect, Capital Delivery Department

Crystal Gonzales, Assistant Capital Delivery Director, Capital Delivery 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 September 18, 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.

Ezechukwu Anyanwu, Procurement Specialist III
City of San Antonio, Finance Department – Procurement Division
Ezechukwu.Anyanwu@sanantonio.gov .

To view this solicitation, go to <https://www.civcastusa.com/bids> and search under solicitation number or project name.