



**City of San Antonio**

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications – On Call Security & Information Technology Program Management and Planning

Solicitation Number 6100004224, RFQ-14-038

Description: The City of San Antonio, Aviation Department, is seeking Statement of Qualifications for On Call Airport Security and IT Program Management and Planning Services as needed for various Aviation IT and Security projects at both the San Antonio International Airport and Stinson Municipal Airport.

Applicable Product Categories: 91817

Date Issued: Monday, May 5, 2014

Due Date & Time: Friday, June 6, 2014 at 11:00 a.m.

Pre-Submittal Conference: Friday, May 16, 2014 at 1:30 p.m. San Antonio International Airport, Terminal A Mezzanine Conference Room A, 9800 Airport Blvd., San Antonio, TX 78216.

Staff Contact Person: Marisol Amador, Procurement Specialist III, [marisol.amador@sanantonio.gov](mailto:marisol.amador@sanantonio.gov)

**Evaluation Committee Voting Members:**

Loyce Clark, Assistant Director, Aviation Department  
Debbie Drew, Business Relationship Manager, ITSD  
Diane Cook, Project Control Manager, Aviation Department  
Mike Walker, Assistant Director, ITSD

**Pursuant to Section 011 – Restriction on Communications, Respondents are prohibited from communicating with:**  
**1) elected City officials and their staff regarding the RFQ or proposals from the time the RFQ has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFQ has been released until the contract is awarded.**

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFQ to the Staff Contact Person listed below on or before 2:00 pm on Tuesday, May 27, 2014. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

**Marisol Amador, Procurement Specialist III**  
**City of San Antonio, Aviation Department**  
**[Marisol.amador@sanantonio.gov](mailto:Marisol.amador@sanantonio.gov)**

Questions submitted and the City's responses will be posted with this solicitation.

**To view this solicitation**, go to <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.

**TO REGISTER:** You will need to complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>. Questions regarding registration may be submitted to the SAePS Hotline at: (210) 207-0118 or by email at: [vendors@sanantonio.gov](mailto:vendors@sanantonio.gov)

**Note:** After you have successfully registered, you will need to send an email to the staff contact person requesting to be added to the solicitation vendor distribution list.