



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications – License of Sports Fields at Old Spanish Trail Park

Solicitation Number: RFQ 16-046, 6100007078

Description:

The City of San Antonio, Parks and Recreation Department (“City”), is seeking proposals from non-profit amateur sports organizations which provide youth soccer league activities who serve the greater San Antonio area operating under organized state or national affiliates, for the long-term license, operation, maintenance and improvement of multiple sports fields and related amenities at Old Spanish Trail Park, without rental fees. License, operation and maintenance of the sports fields will be the sole responsibility of the non-profit tenant without contribution or subsidy by the City.

Applicable Product Categories: 96168, 97102, 98803

Date Issued: Wednesday, February 17, 2016

Due Date & Time: Friday, March 18, 2016 @ 11:00 A.M. CST

Pre-Submittal Conference immediately followed by Site Visit: Wednesday, February 24, 2016 @ 2:00 P.M. CST

Pre-Submittal Location: City of San Antonio, Joe H. Ward Community Center, 435 E. Sunshine, San Antonio, TX 78228

Staff Contact Person: Charisma Esparza, Procurement Specialist III City of San Antonio, Finance Department – Purchasing Division charisma.esparza@sanantonio.gov

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 until 12:00 P.M., CST, on Monday, March 7, 2016. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail to:

Charisma Esparza, Procurement Specialist III City of San Antonio, Finance Department – Purchasing Division charisma.esparza@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

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.

For a Spanish translation, please visit the following website: <http://www.sanantonio.gov/ParksAndRec/Home>

Para obtener este en Español, por favor visite la siguiente pagina web:
<http://www.sanantonio.gov/ParksAndRec/Home>