



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposal for Annual Contract for Custodial Services – Various City Facilities

Solicitation Number: 6100004278, RFCSP-014-049

Description: The City of San Antonio is soliciting bids for contractor(s) to perform custodial services at various City facilities. These services are required by the City of San Antonio to establish a custodial maintenance program that will ensure the facilities are uniformly clean, hygienic, orderly and attractive.

Applicable Product Categories: 48565, 48586, 48665, 64075, 66524, 91039

Date Issued: June 3, 2014

Bid Due Date & Time: July 2, 2014 at 2:00pm CT

Pre-Submittal Conference: June 10, 2014 at 9:00 AM CT at Head Start/Brady, 1227 Brady Blvd.; San Antonio, 78207. A Site Visit at the Head Start/Brady facility will immediately follow the Pre-Submittal Conference. Additional Site Visits will be available at the following times and locations on June 10, 2014.

11:00 AM-11:30 AM: SAFD Services Division; 230 S. Callaghan Rd.; San Antonio

1:00 PM-1:30 PM: Bitters Road Brush Recycling Center; 1800 Bitters Rd.; San Antonio

2:30 PM-3:00 PM: Public Safety Headquarters Gym; 315 S. Santa Rosa Ave.; San Antonio

3:30 PM-4:00 PM: Museo Alameda Building; 101 S. Santa Rosa Ave., San Antonio

Staff Contact Person: JENNIFER GATES, PROCUREMENT SPECIALIST II,

Email: JENNIFER.GATES@SANANTONIO.GOV

Evaluation Committee Voting Members:

Jose Caban, Senior Management Analyst, Department of Human Services

Raul Garza III, Multi-Service Center Supervisor, Department of Human Services

Joshua Villela, Special Projects Manager, Department of Human Services

James Counts, Management Analyst, Department of Human Services

Frank Garcia, Facilities Manager, San Antonio Police Department

Pursuant to Section 003 – Restriction on Communications, Respondents are prohibited from communicating with: 1) elected City officials and their staff regarding the RFCSP or proposals from the time the RFCSP has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFCSP has been released until the contract is awarded.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFCSP to the Staff Contact Person listed below until **2:00 p.m.**, Central Time, on **June 17, 2014**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Jennifer Gates, Procurement Specialist II

City of San Antonio, Finance Department, Purchasing Division

Jennifer.Gates@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/iri/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.