



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposal for Meal Preparation Services for Senior Nutrition Program

Solicitation Number: 6100005392, RFCSP 15-013

Description: The City of San Antonio is soliciting bids for a contractor to provide meals to be served to seniors participating in the City's Senior Nutrition Program. Food services shall include daily preparation and delivery of meals to approximately 2,800 seniors daily at approximately 63 sites, which includes community centers, churches, and City owned and operated facilities located within Bexar County, Texas.

The intent of the Senior Nutrition Program is to ensure that seniors are receiving high-quality meals meeting the nutrition standards set by The Older Americans Act. The Senior Nutrition Program is funded by the Administration on Aging (AOA) in the Department of Human Services (HHS).

Applicable Product Categories: 96138, 96286, 64050

Date Issued: Friday, January 23, 2015

Bid Due Date & Time: Monday, March 2, 2015 at 2:00pm CT

Pre-Submittal Conference: City of San Antonio, Finance Department – Purchasing Division, 11th Floor Large Conference Room, 111 Soledad, San Antonio, Texas 78205 at 10:00 a.m., Central Time, on Thursday, January 29, 2015.

Staff Contact Person: Jackie Mendez, Procurement Specialist III, jackie.mendez@sanantonio.gov.

Evaluation Committee Voting Members:

Gloria Hurtado, Assistant City Manager, City Manager's Office

Melody Woosley, Director, Department of Human Services

Maria Rivera, Social Services Manager, Department of Human Services

Janice Berechi, Nutritionist, Department of Human Services

~~Elda Balle, Registered Dietician~~

~~George "Lynn" Britton Jr., Vice Chair, Joint Commission for Elderly Affairs~~

~~Ellen Spitsen, Nutrition Coordinator, San Antonio Metro Health District~~

~~Ella Gordon, Executive Member, Joint Commission on Elderly Affairs~~

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 **Monday, February 23, 2015** ~~February 16, 2015~~. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Jackie Mendez, Procurement Specialist III
City of San Antonio, Finance Department, Purchasing Division
jackie.mendez@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.