



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposals – Property Management Information System Software and Implementation

Solicitation Number RFCSP 015-036; 6100005548

Description: The City of San Antonio, Aviation Department, seeks Property Management Information System (PMIS) Software and Implementation which shall include lease agreements, concession sales management, billing/invoicing/AR, statistics, applicable integrations/interfaces, reports, implementation and training. The PMIS shall provide property and revenue management for San Antonio International Airport and Stinson Municipal Airport.

Applicable Product Categories: 91871; 91829; 91817; 95877; 20876

Date Issued: Wednesday, April 8, 2015

Due Date & Time: Friday, May 8, 2015 at 2:00 p.m.

Pre-Submittal Conference: Friday, April 17, 2015 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

Evaluation Committee Voting Members:

Ellen Erenbaum, Assistant Director, Aviation Department

Debbie Drew, Business Relationship Manager, ITSD

Virginia Cobarrubias, Dept. Fiscal Administrator, Aviation Department

Kevin Goodwin, Assistant Director, ITSD

Melanie Seale, Assistant Director, Finance Department

Pursuant to Section 011 – 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 on or before 2:00 pm on Tuesday, April 28, 2015. 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**

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.