



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications – Airport Financial Management Consultant

Solicitation Number 6100005560, RFQ-15-035

Description: The City of San Antonio, Aviation Department, is seeking Statement of Qualifications for Airport Financial Management Consultant services for the San Antonio Airport System.

Applicable Product Categories: 95839

Date Issued: Friday, February 27, 2015

Due Date & Time: Friday, March 27, 2015 at 11:00 a.m.

Pre-Submittal Conference: Friday, March 6, 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

Eric Kaalund, Sr. Special Projects Manager, Aviation Department

Virginia Covarrubias, Department Fiscal Administrator, Aviation Department

Diane Cook, Project Control Manager, Aviation Department

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 Monday, March 16, 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.