



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Competitive Sealed Proposal for Annual Contract for Custodial and Supplemental Conversion/Labor Services at Alamodome

Solicitation Number: 6100006958, RFCSP-016-33

Description: The City of San Antonio is soliciting bids for the management and provision of custodial and supplemental conversion/labor services for the Alamodome. Custodial services include cleaning the entire facility and restocking restrooms with the exception of tenant leased areas. City will provide custodial cleaning products and supplies for restocking facilities; paper towels, toilet tissue, soap, glass cleaner, floor solution, mop, broom, etc. Supplemental conversion/labor refers to additional labor to help City staff in the conversion or transition from one type of event to another at the Facility and for other special projects or maintenance and repair tasks.

Applicable Product Categories: 91039, 96269

Date Issued: March 20, 2016

Bid Due Date & Time: April 20, 2016 at 2:00pm Central Time

Pre-Submittal Conference: A Pre-Submittal Conference will be held at Alamodome, Meeting Room M, 100 Montana, San Antonio, Texas 78203, at 9:00 a.m., Central Time, on March 24, 2016.

Staff Contact Person: JENNIFER GATES, PROCUREMENT SPECIALIST II,
Email: JENNIFER.GATES@SANANTONIO.GOV

Evaluation Committee Voting Members:

Carlos Contreras, Assistant City Manager, City Manager's Office

Patricia Muzquiz Cantor, Assistant Director, Convention and Sports Facilities Department

Nicholas Langella, General Manager, Convention and Sports Facilities Department

Wanda Williams, Facilities Manager, Convention and Sports Facilities Department

Rudy Garza, Client Services Technician, Information Technology Services 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 **April 11, 2016**. 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.