



**City of San Antonio**

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposals – Common Use Plan

Solicitation Number 6100004345, RFP-14-057

Description: The City of San Antonio, Aviation Department, is seeking a consultant to perform a feasibility study for the implementation of common use at the San Antonio International Airport.

Applicable Product Categories: 91817

Date Issued: Thursday, July 3, 2014

Due Date & Time: Monday, August 4, 2014 at 11:00 a.m.

Pre-Submittal Conference: Tuesday, July 15, 2014 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](mailto:marisol.amador@sanantonio.gov)

**Evaluation Committee Voting Members:**

Tim O’Krongley, Assistant Director, Aviation Department

Debbie Drew, Business Relationship Manager, ITSD

Steve Milburn, Property and Business Development Manager, Aviation Department

Ryan Rocha, Operations Manager, Aviation Department

Sam Ingalls, Assistant Director of Aviation, Information Systems at McCarran International Airport

**Pursuant to Section 011 – Restriction on Communications, Respondents are prohibited from communicating with:**  
**1) elected City officials and their staff regarding the RFP or proposals from the time the RFP has been released until the contract is posted as a City Council agenda item; and 2) City employees from the time the RFP has been released until the contract is awarded.**

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below on or before 2:00 pm on Tuesday, July 22, 2014. 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](mailto: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](mailto: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.