



CITY OF SAN ANTONIO

FY2021 ANNUAL PROCUREMENT GUIDE



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Overview

Small businesses represent 97% of employer firms in the San Antonio metro area, making them crucial to the strength and health of San Antonio's economy. To spur the creation of small businesses and promote their success, the City of San Antonio's Small Business Office has implemented various programs and initiatives that assist all types of business owners, whether they are at the ideation, startup, or growth phase. These programs focus on providing access to capital, business consulting, education, mentorship, and equitable access to City contracts. While these programs and initiatives provide assistance to all local small businesses, each plays a key role in addressing disparities from various City-initiated studies that show minority and women-owned businesses face multiple challenges and barriers as compared to non-minority and women-owned businesses.

Diversity Action Plan

One major small business initiative is the City's Diversity Action Plan that was adopted by City Council in January 2013 and outlines various objectives and strategies that promote the participation of M/WBEs on City contracts at levels reflective of the San Antonio metro area. The plan's objectives and strategies address outreach, identification, certification, registration, solicitation planning, capacity-building programs, and access to capital for S/M/WBEs. To oversee the plan's strategies and objectives, a Diversity Action Plan Subcommittee was established and reports to the Small Business Advocacy Committee. In 2018, City Council adopted a new Five-Year Diversity Action Plan after consulting with various small business stakeholder groups, as well as the Small Business Advocacy Committee and Diversity Action Plan Subcommittee. One of the new initiatives in the plan calls for the development of this annual procurement guide.

Benefits of an Annual Procurement Guide

- Provides local small, minority, women, and veteran-owned businesses (S/M/W/VBEs) an advanced notice of planned City solicitations over the course of the City's fiscal year, which spans from October 1, 2020 through September 30, 2021.
- Provides S/M/W/VBEs more time to prepare for upcoming City solicitations beyond the standard advertisement period.
- Prime level S/M/W/VBEs will be able to prepare a more thorough submission to City solicitations.
- Sub level S/M/W/VBEs will have additional networking opportunities with prime level vendors that may result in contract opportunities.

SECTION 1

FY2021 Contract Opportunities

Each fiscal year, the City of San Antonio releases hundreds of solicitations for various goods and services. This section contains those opportunities and is organized by industry, projected quarterly release date, and project description.

Please note that this guide has been prepared to serve as an information resource for the City’s contracting process and as a reference for upcoming solicitations scheduled to be released October 1, 2020 to September 30, 2021; **however, this schedule is subject to change without notice.** At a minimum, this document will be updated annually. For the most updated information, please visit www.sanantonio.gov/purchasing/biddingcontract/opportunities.

SOLICITATION METHOD REFERENCE GUIDE

Each good or service the City purchases has a competitive solicitation method that describes to vendors how their bid or proposal will be evaluated and awarded. For example, some City purchases will be awarded based solely on price while other purchases are awarded based on an evaluation of a variety of factors, such as experience, proposed plan, and price.

SOLICITATION METHOD	WHY IS IT USED	WHO IS AWARDED
Invitation for Bid (IFB)	Used primarily for purchasing goods, as price is the main factor.	The vendor who submits the lowest responsible bid.
Request for Offer (RFO)	Used for purchases that are declared exempt from a competitive procurement laws, such as emergency goods or services, as well as cooperative and sole source purchases. This method allows the City to purchase goods or services in a quick and efficient manner.	The vendor who submits the lowest responsible bid.
Request for Competitive Sealed Proposal (RFCSP)	Used for purchases of goods or services when factors other than price will be evaluated and the scope of work, as related to quantity or need, is not well defined. Scoring criteria may include price, experience, and qualifications.	The vendor(s) who receives the most evaluation points.
Request for Proposal (RFP)	Used for purchasing services, such as consulting and marketing services, when factors other than price will be evaluated and the ability to negotiate is desired. Respondent is expected to provide innovative ideas as opposed to following published scope of services.	The vendor(s) who receives the most evaluation points.
Request for Qualifications (RFQ)	Used for purchasing professional services, such as architectural, landscape architectural, engineering, and land surveying services, to gather information regarding a respondent’s capabilities, qualifications, and competence. Selection is made solely on the skills and qualifications of the consultant. Cost is not a factor until after a consultant is selected.	The vendor(s) who receives the most evaluation points.
Request for Information (RFI)	Used to gather information and ideas to prepare for a future solicitation opportunity that has sufficient information and specifications.	Likely no award. Review of received information.
Request for Application (RFA)	Used primarily for federal/state grant funded programs for services that are executed by the City.	The vendor(s) that meet the minimum requirements of the grant.



CONSTRUCTION

PROJECT EXAMPLES: Roads, Bridges, Fire and Police Stations, Libraries, Senior Centers, Parks

	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
C-1	Oct-20	Public Works	FY 2021 Street Rehabilitation Package 9 - Asphalt Overlay PSC.	\$10M	IFB	General Construction, Roadway, Asphalt
C-2	Oct-20	Public Works	Land acquisition and Phase 1 development of Classen-Steubing Ranch property for park purposes.	\$9.1M	IFB	Landscaping, General Construction
C-3	Oct-20	Public Works	FY 2021 Street Rehabilitation Package 10 - Asphalt Overlay TOC.	\$5M	IFB	General Construction, Roadway, Asphalt
C-4	Nov-20	Parks & Recreation	Greenway trailhead to be built under Howard W. Peak Greenway Trails Program. Trail connection from Crystal Hill Drive to Huebner Creek Greenway. Trailhead at Crystal Hill Drive with LID feature (no parking). Includes paved trail, signage, landscaping, crosswalk, and other minor amenities.	\$750,000	IFB	Landscaping, Site Work, Concrete, Sign Fabrication, Electrical, Plumbing
C-5	Nov-20	Public Works	Furnishing and installation of Intelligent Transportation System (ITS) devices citywide. Devices include traffic monitoring cameras, advanced detection devices, and changeable message signs.	\$1.5M	IFB	Transportation and Traffic Systems and Devices
C-6	Nov-20	Public Works	On call construction task order construction for Vision Zero.	\$2.5M	IFB	General Construction, Roadway
C-7	Nov-20	Public Works	*On-Call contract(s) to provide on-call remediation services for various City projects to include the 2017 Bond Program.	\$6.75M	RFCSP	Remediation
C-8	Nov-20	Public Works	Reconstruct Main and Soledad between Pecan and Navarro. Includes pedestrian amenities and streetscape improvements as appropriate and within available funding. This is a continuation of the 2012 Bond Program project.	\$9M	IFB	Roadway, Sidewalks, Landscaping
C-9	Dec-20	Aviation	Construct a new standard 26' wide concrete perimeter road. Includes 12,700 sq. ft. of road on the north side of the airfield between the Valero hangar and the ARFF station and approximately 63,000 sq. ft. of new road pavement per 2017 Perimeter Road Pavement Maintenance Management Plan.	\$3M	IFB	General construction, Paving, Resurfacing
C-10	Dec-20	Public Works	General park improvements which may include a shade structure for existing fitness equipment and parking expansion.	\$400,000	IFB	Landscaping, General Construction
C-11	Dec-20	Public Works	Construction of two channels for erosion control purposes.	\$710,000	IFB	Utility water and sewer, storm drain, concrete
C-12	Dec-20	Parks & Recreation	Labor and materials for concrete, new and existing in San Antonio parks and greenways.	\$9M	IFB	Concrete Services & Materials
C-13	Jan-21	Building and Equipment Services	Replacement of the underground fuel storage tank and installation of new dispensers.	\$600,000	IFB	Equipment Replacement Services
C-14	Jan-21	Public Works	Improvements to the existing natural channel to improve flow and remove standing water.	\$1.1M	IFB	Landscaping, General Construction

City of San Antonio | FY2021 Contracting Opportunities

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*Projected High Profile

	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
C-15	Jan-21	Public Works	Installation of underground drainage system and outfall into Salado Creek. Not to include street reconstruction.	\$2.2M	IFB	Utility water and sewer, storm drain, concrete
C-16	Jan-21	Public Works	Furnishing and installation of Intelligent Transportation System (ITS) devices citywide. Devices include traffic monitoring cameras, advanced detection devices, and changeable message signs.	\$2M	IFB	Transportation and Traffic Systems and Devices
C-17	Jan-21	Public Works	Task Order Contract for rehabilitation of underground failed corrugated metal pipe (CMP).	\$4M	IFB	Utility water and sewer, storm drain, concrete
C-18	Jan-21	Public Works	Corridor improvements on Roosevelt and S. St. Mary's to include bicycle facilities, sidewalks, landscaping and ADA access under the Union Pacific Railroad.	\$5M	IFB	Landscaping, General Construction
C-19	Jan-21	Public Works	Construct corridor improvements on Fredericksburg from Flores to Woodlawn. Includes drainage, pedestrian amenities an enhancements as appropriate and within available funding.	\$8M	IFB	Roadway, Sidewalks, Landscaping
C-20	Jan-21	Public Works	Improve N. New Braunfels corridor from E. Houston to Burleson with construction of new sidewalks and other street amenities as appropriate and within available funding.	\$9M	IFB	Roadway, Sidewalks, Landscaping
C-21	Jan-21	Public Works	Drainage improvements to six low water crossings to provide flood relief and emergency access during flood conditions to the Shady Oaks neighborhood and Bradley Middle School to include curbs, sidewalks and driveway approaches as needed.	\$4.3M	IFB	Roadway, Sidewalks, Landscaping
C-22	Jan-21	Public Works	Pavement Preservation Package 3 - Onyx Seal TOC.	\$500,000	IFB	General Construction, Roadway
C-23	Jan-21	Public Works	Construct corridor improvements along Southcross form I-37 to I-35. Includes pedestrian amenities and enhancements as appropriate and within available funding.	\$5M	IFB	Roadway, Sidewalks, Landscaping
C-24	Feb-21	Public Works	*Provide an on-call contract(s) for building rehabilitation, renovation and construction services to be used on an as-needed basis.	\$92M	RFCSP	General Construction
C-25	Feb-21	Aviation	*Expansion to include an additional airline gate, passenger boarding bridge, an additional passenger screening lane, stair modifications, additional concessions and an airline lounge buildout.	\$11.3M	RFCSP	General Construction, Mechanical, Electrical, Plumbing
C-26	Feb-21	Public Works	*Expansion to include an additional airline gate, passenger boarding bridge, an additional passenger screening lane, stair modifications, additional concessions and an airline lounge buildout.	\$11.3M	RFCSP	General Construction, Mechanical, Electrical, Plumbing
C-27	Feb-21	Public Works	*Development of Hemisfair Civic Park improvements which may include urban plazas, water features, promenades, open green spaces and courtyards.	\$28M	RFCSP	Landscaping, General Construction
C-28	Feb-21	Public Works	Installation of underground drainage system with a tie in to an existing system.	\$3.6M	IFB	Utility water and sewer, storm drain, concrete
C-29	Feb-21	Public Works	Leverage funding for construction of a new community facility to provide services which may include pre-school and after-school programming, adult education and senior day care.	\$2M	IFB	General Construction, Electrical, Plumbing

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C-30	Feb-21	Public Works	General park improvements which may include lighting of athletic facilities.	\$550,000	IFB	Landscaping, General Construction
C-31	Mar-21	Aviation	Install anti-vehicle barrier system (e.g. bollards) along the lower roadway in front of Terminal A in vicinity of the Federal Inspection Station.	\$135,000	IFB	General Construction
C-32	Mar-21	Aviation	Remove utility poles near the Department of Public Safety helicopter facility, install obstruction lights on existing poles and marker spheres on power lines.	\$250,000	IFB	General Construction
C-33	Mar-21	Public Works	Leverage funding for construction of a new community facility and provide services which may include pre-school and after-school programming, adult education and senior day care.	\$2M	IFB	General Construction, Electrical, Plumbing
C-34	Mar-21	Public Works	Construct corridor improvements from Military to Southcross. Includes pedestrian amenities and enhancements as appropriate and within available funding.	\$5M	IFB	Roadway, Sidewalks, Landscaping
C-35	Mar-21	Public Works	*Construction of a new community center near existing Heritage pool site to include land acquisition, amenities and parking.	\$6M	RFCSP	General Construction, Electrical, Plumbing
C-36	Apr-21	Aviation	New roof, wall, doors, and building footing for the Stinson Airport airfield generator building.	\$600,000	IFB	Roofing, General Construction
C-37	Apr-21	Public Works	FY 2021 Street Rehabilitation Package 11 - Asphalt Overlay TOC.	\$5M	IFB	General Construction, Roadway, Asphalt
C-38	Apr-21	Public Works	*Roadway improvements on San Saba Street from Nueva Street to Martin Street to include pedestrian amenities and enhancements as appropriate and within available funding.	\$28M	RFCSP	Roadway, Sidewalks, Landscaping
C-39	May-21	Public Works	*Demolition and Debris Disposal services for City project to be used on a as needed basis.	\$1.8M	RFCSP	Demolition and Disposal
C-40	May-21	Public Works	*Reconstruct Alamo Street from Market Street to César E. Chavez Boulevard to include pedestrian amenities and enhancements as appropriate and within available funding.	\$8M	RFCSP	Roadway, Sidewalks, Landscaping
C-41	May-21	Public Works	2021-2022 Task order contract for pavement marking maintenance.	\$3.5M	IFB	General Construction, Roadway, Pavement Markings
C-42	May-21	Public Works	2021-2022 Task order contract for pavement marking maintenance.	\$3.5M	IFB	General Construction, Roadway, Pavement Markings
C-43	Jun-21	Parks & Recreation	Labor and materials for fencing, new and existing in San Antonio parks and greenways.	\$250,000	IFB	Fencing Materials
C-44	Jun-21	Parks & Recreation	Greenway trail to be built under Howard W. Peak Greenway Trails Program. Salado Creek Greenway trail (S.E. Military Dr. to Monte Viejo Neighborhood) - Approx. .6 miles long with trailhead parking area at Emory Oak. Includes paved trail, signage, landscaping, and other minor amenities.	\$1.2M	IFB	Landscaping, Site Work, Concrete, Sign Fabrication, Electrical, Plumbing

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*Projected High Profile

Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
Jun-21	Parks & Recreation	Greenway trail to be built under Howard W. Peak Greenway Trails Program. Leon (Rim to Raymond Russell County Park) - Approx. 1.6 miles long with minor trailhead at Raymond Russell County Park. Includes paved trail, signage, landscaping, and other minor amenities.	\$2.5M	IFB	Landscaping, Site Work, Concrete, Sign Fabrication
Jun-21	Public Works	Installation of larger box culverts, street reconstruction, and channel grading.	\$3.3M	IFB	Utility water and sewer, storm drain, concrete
Jun-21	Public Works	Construct intersection, traffic signal and sidewalk improvements. Includes adding left-turn lanes as Savannah Pass and Partridge Trail and a dedicated right-[turn lane form Bitters onto northbound Blanco Rd.	\$42M	IFB	Roadway, Sidewalks, Landscaping
Aug-21	Public Works	Structural improvements to the Augusta, Crockett and S. Presa bridges. Improvements include replacing and reinforcing cracked and misaligned steel structure plates to extend the structural life of these historic bridges and allow vehicular, pedestrian and bicyclist safe use to continue.	\$600,000	IFB	General Construction, Roadway, Bridges
Aug-21	Public Works	*General park improvements, land acquisition and rehabilitation which may include projects at Concepción and Stinson Parks.	\$7.25M	RFCSP	Landscaping, General Construction
Sep-21	Public Works	*This project will provide for re-painting the exterior surfaces at Central Library.	\$1.5M	RFCSP	General Construction
Sep-21	Public Works	Improvements from Hwy 90 to Mission San Jose (north of SE Military). Includes pedestrian amenities and enhancements as appropriate and within available funding. City funding will leverage State funding.	\$8M	IFB	General Construction, Roadway, Sidewalks, Landscaping
Sep-21	Public Works	Corridor improvements on Probandt from S. Alamo to Hwy 90. Includes pedestrian amenities, drainage, traffic and other improvements as appropriate and within available funding. City funding will leverage State funding.	\$5M	IFB	Roadway, Sidewalks, Landscaping

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*Projected High Profile



ARCHITECTURE & ENGINEERING

PROJECT EXAMPLES: Designing Parks, City Buildings, Drainage, Infrastructure, Utility Functions, Engineering Consulting Services

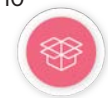
Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
Oct-20	Public Works	*Engineering Scoping & Estimating Services.	\$750,000	RFQ	Architectural/Engineering
Jan-21	Public Works	*Architectural design services to include remodeling of existing suites, construction of new suites, construction of a new press box, upgrades to finishes and lighting, renovations of concession areas, new accessible seating, and the construction of a new kitchen.	\$1.3M	RFQ	Architectural Services
Feb-21	Public Works	*On-Call contract(s) to provide basic and additional phased professional services, as needed, for facility programming, space planning and program master planning for various levels of facility and systems design.	\$2.4M	RFQ	Architectural
Feb-21	Public Works	*On-Call contract(s) to provide general building commissioning of City-owned facilities in an effort to improve the quality of both new and remodeled facilities.	\$2.4M	RFQ	Architectural
Feb-21	Public Works	*On-Call contract(s) to provide mechanical, electrical and plumbing design services to include general design services, construction phase services, and close-out services for various City projects.	\$4.8M	RFQ	Architectural

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GOODS & SUPPLIES

PROJECT EXAMPLES: Uniforms, Office Supplies, IT Software and Hardware, Furniture, Auto Parts

	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
GS-1	Nov-20	Building and Equipment Services	Crack Sealers for the Public Works Department.	\$180,000	RFO	Tools & Equipment
GS-2	Nov-20	Building and Equipment Services	Annual contract for Automotive & Industrial Light Assemblies, Lenses and Mirror parts for BESD.	\$375,000	IFB	Auto Parts
GS-3	Nov-20	Building and Equipment Services	First Responder Trucks for the Fire Department.	\$1.35M	RFO	Vehicles
GS-4	Nov-20	Building and Equipment Services	Annual contract for Police Pursuit Tires for SAPD fleet.	\$1.9M	RFO	Tires
GS-5	Nov-20	Fire	Solicit to purchase and repair of Firecom Systems and Headsets. The Firecom headsets are used when responding to 911 calls and to ensure adequate communication in the cab of the apparatuses.	\$215,000	RFO	Electronic Equipment
GS-6	Nov-20	Fire	Annual contract for Laboratory, Medical and Welding Gases for the San Antonio Fire Department.	\$450,000	IFB	Gases
GS-7	Nov-20	Fire	Provides SAFD with high performance truck tires for the Department's emergency vehicle fleet. And provides tire re-treading and repair services.	\$3.25M	RFO	Specialty Tires & Repair
GS-8	Nov-20	Police	LC Handheld X-Ray Imager for SAPDs interdiction team.	\$100,920	IFB	X-Ray Machine
GS-9	Nov-20	Public Works	Annual contract for Asphalt Materials and Patching Mixture for the Public Works department.	\$1.1M	IFB	Asphalt
GS-10	Nov-20	Public Works	Annual contract for Traffic Signal Steel Poles.	\$1M	IFB	Traffic Equipment
GS-11	Nov-20	Solid Waste Management	Annual contract for Rear Load Cart Lifter P&S.	\$90,000	IFB	Auto Parts
GS-12	Nov-20	Solid Waste Management	Contract for the procurement of Hydraulic Fluid 46 & 100. Parts needed for the service centers daily operations.	\$150,000	IFB	Hydraulic Fluid
GS-13	Dec-20	Aviation	Replace existing gates/operators at Stinson with magnetic gates/gate operators.	\$175,000	IFB	Gate Replacement
GS-14	Dec-20	Building and Equipment Services	Parts for automotive & truck air conditioning in house repair in BESD.	\$125,000	IFB	HVAC Supplies

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	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
GS-15	Dec-20	Building and Equipment Services	Services to print decals for City vehicles.	\$200,000	IFB	Printing Services
GS-16	Dec-20	Building and Equipment Services	Aerial trucks for various departments.	\$378,000	RFO	Vehicles
GS-17	Dec-20	Building and Equipment Services	Annual Contract for lubricants for BESD.	\$4M	IFB	Lubricant Supplies
GS-18	Dec-20	Building and Equipment Services	On-going purchase of gas and diesel fuel for City operations.	\$65.5M	IFB	Fuel Supplies
GS-19	Dec-20	Center City Development and Operations	Provide paint supplies utilized by the Convention & Sports Facilities Department for the use of painting all paintable wall spaces at the facilities.	\$200,000	IFB	Paint Supplies
GS-20	Dec-20	Finance	Annual contract for Automated & Non-Automated Basic Flat Mail Service for the Finance Department's mail room.	\$150,000	IFB	Mail & Postal Services
GS-21	Dec-20	Fire	Purchase of hazmat suits for the San Antonio Fire Department.	\$100,000	IFB	Specialized Equipment
GS-22	Dec-20	Fire	Provide delivery of absorbent to use on an emergency response. This product is use to absorb gas, oil and other chemicals released during accidents. The product helps to protect the firefighters, citizens, and environment by capturing the fluids before they blow away or get into the storm water systems.	\$115,000	IFB	Specialized Equipment
GS-23	Dec-20	Fire	Solicit to provide firefighter flashlights, batteries and ancillary supplies manufactured by Streamlight.	\$120,000	RFO	Firefighter Flashlights, Batteries and Ancillary Supplies
GS-24	Dec-20	Fire	Solicit to provide annual preventive maintenance inspections of all fire apparatus vehicles including front line and reserve vehicles.	\$375,000	IFB	Maintenance Services
GS-25	Dec-20	Fire	Solicit to provide SAFD Akron, Elkhart and Task Force Tips parts and equipment repair services for various nozzles, adapters, fittings and valve kits used by firefighters during emergency fire responses.	\$625,000	IFB	Specialized Equipment
GS-26	Dec-20	Fire	Solicit to provide fire hoses and couplings that meet the standards of NFPA 196. SAFD utilizes fire hose to mitigate fire emergencies such as house, car or grass fires in both residential and commercial settings.	\$750,000	RFO	Fire Hoses, Couplings
GS-27	Dec-20	Fire	Solicit to provide minor appliance repairs on refrigerators, ice makers, natural gas and electric stoves, vent hoods, and washer/ dryer units for the 51 fire stations.	\$925,000	IFB	Repair Services
GS-28	Dec-20	Public Works	Annual contract for tire rubber modified surface sealing materials for the Public Works Department.	\$3.6M	IFB	Sealant
GS-29	Dec-20	Solid Waste Management	Annual contract for Automotive Shop Supplies for the Solid Waste Management Services.	\$310,000	IFB	Auto Supplies

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GS-30	Dec-20	Building and Equipment Services	Landscaping equipment for various departments.	\$805,000	RFO	Tools & Equipment
GS-31	Dec-20	Finance	Provide the City with the purchase, delivery and installation of systems furniture, freestanding furniture, seating, filing systems and related design and support services on an as needed basis.	\$8.2M	IFB	Office Furniture
GS-32	Jan-21	Building and Equipment Services	Motorcycles for the Police Department.	\$390,000	RFO	Vehicles
GS-33	Jan-21	Development Services	Annual contract for Civilian Public Safety Uniforms and Accessories for the Development Services Department.	\$577,000	RFO	Uniform Production
GS-34	Jan-21	Fire	Promotional materials Ready South Texas Promotional Campaign - Active Shooter (CCTA) awareness materials.	\$52,250	IFB	Promotional Items
GS-35	Jan-21	Library	RFID tags to be placed on all library materials to ensure items are safeguarded and properly checked out prior to leaving any library facility.	\$176,000	IFB	Electronic Equipment
GS-36	Jan-21	Library	To provide books to be given away at library programing.	\$250,000	IFB	Books & Supplies
GS-37	Jan-21	Library	To provide hardware and software at library locations with applications that assist with early literacy for children.	\$254,490	RFO	Hardware & Software Services
GS-38	Jan-21	Library	*To provide hardware to recognize when library materials are leaving a library facility without being checked out to a library user in the ILS.	\$935,000	RFCSP	Electronic Equipment
GS-39	Jan-21	Police	Specialized bomb response vehicle.	\$150,000	RFO	Specialty Vehicle
GS-40	Jan-21	Public Works	Annual contract for Low Strength Concrete Materials for the Public Works department.	\$120,000	IFB	Concrete
GS-41	Jan-21	Public Works	Annual contract for Traffic Signal Heads, Signal Lamps, Pull Boxes, Controller Cabinet Assemblies and Illuminated Street Signs.	\$3M	IFB	Traffic Equipment & Installation
GS-42	Jan-21	Building and Equipment Services	Off-Road Construction Equipment for various departments.	\$10.5M	IFB	Tools & Equipment
GS-43	Feb-21	Building and Equipment Services	Tahoe PPVs for the Police Department.	\$70,000	RFO	Vehicles
GS-44	Feb-21	Building and Equipment Services	Heavy-Duty Haul Trailers for various departments.	\$480,000	IFB	Tools & Equipment

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GS-45	Feb-21	Building and Equipment Services	Purchase of Brush Tractor Trucks and Trailers.	\$4M	IFB	Automobiles
GS-46	Feb-21	Finance	Annual contract for Purchase of Uniforms & Accessories for citywide use.	\$3.75M	IFB	Uniform Production
GS-47	Feb-21	Health	Annual contract for Dental Supplies & Equipment for the San Antonio Metropolitan Health District.	\$1.1M	IFB	Dental Supplies & Equipment
GS-48	Mar-21	Animal Care Services	Annual Contract for veterinary supplies for the Animal Care Services department.	\$150,000	IFB	Veterinary Supplies
GS-49	Mar-21	Animal Care Services	Annual Contract for dog and cat food for the Animal Care Services department.	\$300,000	IFB	Pet food supplies
GS-50	Mar-21	Building and Equipment Services	Purchase of safety equipment for BESD.	\$605,000	IFB	Safety Supplies
GS-51	Mar-21	Building and Equipment Services	Mobility Accessible Vans for the Human Services Department.	\$863,000	IFB	Vehicles
GS-52	Mar-21	Building and Equipment Services	Medium and Heavy Duty Trucks for various departments.	\$5.8M	IFB	Vehicles
GS-53	Mar-21	Fire	Solicit to provide SAFD with services for the annual inspection of aerial apparatus vehicles (ladder trucks) including front line vehicles, reserve vehicles and ground ladders.	\$180,000	IFB	Inspection Services
GS-54	Mar-21	Fire	Solicit to provide the fire suppression foam is utilized by the San Antonio Fire and Aviation Firefighting Departments to fight Class A fires by definition from the National Fire Protection Association.	\$300,000	RFO	Foam Concentrate
GS-55	Mar-21	Fire	Solicit to provide a Fleet Fueling Card System and Purchase Limits for its emergency Fire Vehicles to Include Ambulances, Fire Apparatus, and Fire emergency vehicles.	\$12M	RFO	Fueling System
GS-56	Mar-21	Fire	Solicit to provide SAFD with emergency vehicle truck parts and service specifically Frazee, E-One, Ferrara, and Spartan.	\$5.5M	RFO	Specialty Vehicle Parts and Repair
GS-57	Mar-21	Library	To provide equipment and software to create digital library programing and platform for community engagement via virtual community & public meetings.	\$245,000	RFCSP	Equipment & Software
GS-58	Mar-21	Parks & Recreation	Annual contract for Arts & Craft Supplies for the Parks & Recreation department.	\$500,000	IFB	Arts & Craft Supplies
GS-59	Apr-21	Building and Equipment Services	Hybrid SUVs for various departments.	\$657,000	IFB	Vehicles

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PROFESSIONAL SERVICES

PROJECT EXAMPLES: Finance, Consulting, Marketing, Advertising, Medical Services, Mangement & Training Services

Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
Oct-20	Neighborhood & Housing Services	Provide real estate title services for various projects within City limits through an on-call contracting services contract.	\$125,000	RFQ	Title Services
Oct-20	Neighborhood & Housing Services	Seeking applications from organizations for the purpose of delivering the CDBG-Funded Minor Home Repair Program.	\$500,000	RFP	Non-profit Services
Oct-20	Neighborhood & Housing Services	Provide on-call financial consultation and credit underwriting services for the selection and negotiation of affordable housing and economic development projects funded with Community Development Block Grant program (CDBG), HOME Investments Partnership program (HOME) and Neighborhood Stabilization Program (NSP).	\$600,000	RFQ	Underwriting Services
Oct-20	Neighborhood & Housing Services	*Construct a multi-family rental development in accordance with the Neighborhood Improvements Bond Program.	\$2M	RFP	General Contractor Services
Oct-20	Neighborhood & Housing Services	*NHSD is seeking qualified professionals to provide residential rehabilitation inspection services for NHSD's federally funded Owner-Occupied Rehab, Reconstruction, and Minor Repair Programs. These programs are aimed at rehabilitating substandard single family structures of low and moderate income homeowners throughout the City.	\$950,000	RFQ	Cerified Inspectors
Oct-20	Neighborhood & Housing Services	*Provide gap funding for affordable rental housing development projects.	\$5.15M	RFP	Finance Consultant Services
Oct-20	Neighborhood & Housing Services	*Provide gap funding for affordable homeownership housing development projects.	\$3.62M	RFP	Finance Consultant Services
Oct-20	Health	*Contract to provide an estimated 800 behavioral mental health counseling sessions to teens 13-19 years of age.	\$525,000	RFP	Counseling Services
Nov-20	Aviation	Provide planning and development deliverables in support of San Antonio Airport System projects including strategic input regarding infrastructure improvement planning and conceptual design.	\$250,000	RFP	Consultant Services
Nov-20	Aviation	Perform professional coaching, employee development related training, innovation and change management, and organization development and related studies.	\$450,000	RFP	Consultant Services
Nov-20	Center City Development and Operations	Provide collateral marketing materials for the Carver Cultural Community Center to include creation, design, layout of seasonal brochures, playbills, rack cards, post cards, posters, invitations, and envelopes.	\$85,000	RFP	Graphic Design Services
Nov-20	Finance	Provide Arbitrage Rebate Compliance Services in connection with the City's outstanding tax-exempt obligations, debt service funds, debt service reserve funds, capital projects funds and other funds, if any, into which tax-exempt proceeds may have been deposited.	\$300,000	RFP	Financial/ Risk Consultant Services
Nov-20	Finance	*Assist with the management of the City's debt program, design and issuance of bonds, certificates, tax notes, and other financial instruments.	\$2.3M	RFP	Financial Consultant Services
Nov-20	Fire	*Commissary system to provide uniforms for the San Antonio Fire Department.	\$7M	RFP	Uniform Production, Embroidery Services

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	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
PS-15	Nov-20	Library	To provide an assessment of current library market penetration and Library cardholder analysis to identify trends and behavior to include community engagement and reporting.	\$200,000	RFP	Consultant Services
PS-16	Dec-20	Aviation	Replace Contract for concessions consulting.	\$250,000	RFP	Consultant Services
PS-17	Dec-20	Finance	Provide audit services to the City to review past and present state and City records.	\$875,000	RFP	Audit Consultant Services
PS-18	Dec-20	Solid Waste Management	Contract for the procurement of Consulting Services for the Landfills.	\$990,000	RFP	Consultant Services
PS-19	Jan-21	Economic Development	*Identify continued disparities in the broader San Antonio marketplace and provides the legal evidence to continue the City's affirmative action program - SBEDA.	\$800,000	RFP	Surveying, Custom Census and data analytics, Public relations
PS-20	Jan-21	Human Resources	*Seeking a firm to provide co-fiduciary investment advisory and consulting services.	\$750,000	RFP	Consultant Services
PS-21	Feb-21	Library	*Assist with the recovery of overdue books and materials by prompting customer payments on delinquent accounts in addition to live chat services for patrons.	\$520,000	RFP	Web Management Services
PS-22	Feb-21	Public Works	*On-Call Real Estate Appraisal Services on an as-needed basis throughout Bexar County, Texas. Property valuation categories may consist of residential, commercial/industrial, undeveloped land, temporary and permanent easements and miscellaneous valuations for partial or total acquisitions.	\$2.45M	RFQ	Real Estate Appraisal Services
PS-23	Feb-21	Public Works	*Structural engineering services related to departmental and citywide construction projects.	\$4.8M	RFQ	Structural Engineering
PS-24	Feb-21	Human Resources	*Provide temporary personnel services for City departments and offices.	\$20M	RFP	Temporary Staff
PS-25	Feb-21	Human Resources	*Provide employee voluntary vision Insurance for the City employees.	\$3.9M	RFP	Insurance Services
PS-26	Feb-21	Risk Management	*Third party administrator services for Workers' Compensation claims for City operations.	\$5.5M	RFP	Claims Consultant Services
PS-27	Feb-21	Police	*Towing management services for the San Antonio Police Department.	\$48M	RFP	Towing Services
PS-28	Mar-21	Pre-K 4 SA	*Provide program wide assessment for Pre-K 4 SA.	\$2.3M	RFP	Performance Management, Consulting Services
PS-29	Mar-21	Pre-K 4 SA	*Marketing and Public Relations to provide marketing services for Pre-K 4 SA Program.	\$2.6M	RFP	Marketing & Public Relation Services

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	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
PS-30	Mar-21	Public Works	*On-Call contract(s) to provide various environmental consulting services, such as environmental risk assessments, subsurface investigations, monitoring of well and soil boring/monitoring well installation, environmental oversight and other services that may be required to support City construction projects, property acquisitions or any other City projects.	\$14.4M	RFQ	Engineering
PS-31	Apr-21	Human Resources	Pre-Employment Background Checks.	\$150,000	RFP	Investigation Services
PS-32	Apr-21	Aviation	*Construction/program advisory services for future airport development projects.	\$3.75M	RFP	Consultant Services
PS-33	Apr-21	Solid Waste Management	*Seeks proposals from qualified respondents interested in providing Recycling Processing Services at their existing facility or the construction and operation of a new facility on City property.	\$20M	RFP	Recycling Facility Services
PS-34	May-21	Aviation	*On-Call Advertising and Marketing Services for San Antonio Airport System (SAAS).	\$4M	RFP	Advertisement & Marketing Services
PS-35	May-21	Police	Combined services provide operator training and support in Breath Alcohol Testing and Provide Toxicology Laboratory Services.	\$550,000	RFP	Breathalyzer/Toxicology Services
PS-36	Jun-21	Solid Waste Management	Contract for the procurement of Recycling Services for Automotive Batteries.	\$125,000	RFP	Recycling Services
PS-37	Jun-21	Solid Waste Management	Contract for the procurement of Consulting Services for Marketing.	\$750,000	RFP	Consultant Services
PS-38	Jul-21	Aviation	*Solicit for a concessionaire to lease, operate, manage, and/or sublease one food and beverage packages in Terminal B.	\$12.3M	RFP	Food Concessionaire Services
PS-39	Sep-21	Neighborhood & Housing Servicest	*Provide gap funding for affordable homeownership housing development projects.	\$3M	RFP	Finance Consultant Services
PS-40	Sep-21	Neighborhood & Housing Services	*Provide gap funding for affordable rental housing development projects.	\$4.5M	RFP	Finance Consultant Services
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OTHER SERVICES

PROJECT EXAMPLES: Janitorial, Landscaping, Mechanical, Electrical, Plumbing, HVAC Services

	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
OS-1	Oct-20	Building and Equipment Services	Services to provide tank and line cleaning and fuel circulation services for the City's fuel underground storage tanks.	\$125,000	IFB	Specialized Equipment Cleaning Services
OS-2	Nov-20	Aviation	Provide touchless dispenser hardware and analytics to reduce costs and enhance customer experience.	\$400,000	RFCSP	Touchless Supplies
OS-3	Nov-20	Aviation	Perform annual roof assessments, on-call roof assessments, and to make necessary repairs.	\$500,000	RFCSP	Roofing & Roofing Materials
OS-4	Nov-20	Building and Equipment Services	Services to provide pressure washing, steam cleaning and dusting of high-reach areas.	\$100,000	IFB	Cleaning Services
OS-5	Nov-20	Building and Equipment Services	On-call plumbing services to assist with maintenance & repairs.	\$950,000	RFCSP	Plumbing
OS-6	Nov-20	Center City Development and Operations	Provide traffic control services for the Carver Cultural Community Center to include traffic and pedestrian control services to ensure that guests safely cross the street from the parking lot to the facility.	\$75,000	RFCSP	Traffic Services
OS-7	Nov-20	Center City Development and Operations	Provide labor, equipment, and materials necessary to install, maintain, and remove City-owned LED holiday lighting on assorted trees, structures and statues located in Downtown San Antonio.	\$525,000	IFB	Lighting Equipment Supplies, Installation, Maintenance
OS-8	Nov-20	Finance	Annual contract for bottled water for citywide use by City departments and offices.	\$436,000	IFB	Bottled Water Services
OS-9	Nov-20	Finance	Annual contract for Official & Other Newspaper Ads for citywide use by departments.	\$1.7M	IFB	Advertisement Services
OS-10	Nov-20	Fire	Solicit to provide Hazmat Class A suits and provide suit pressure testing.	\$230,000	RFO	Specialized Equipment
OS-11	Nov-20	Fire	TIOC Video Hiperwall and Components to replace outdated video wall.	\$350,000	RFCSP	Specialized Equipment
OS-12	Nov-20	Human Services	Annual contract for landscaping services for the Department of Human Services.	\$400,000	RFCSP	Landscaping Services
OS-13	Nov-20	Parks & Recreation	Provide gate opening services to various park locations.	\$250,000	IFB	General Construction, Electrical
OS-14	Nov-20	Public Works	Annual contract for Toyota Automotive Parts and Service.	\$7.2M	IFB	Auto Parts & Services

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	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
OS-15	Nov-20	Solid Waste Management	Contract for the procurement of nuts and bolts needed for the service centers daily operations.	\$100,000	IFB	Nuts & Bolts
OS-16	Dec-20	Aviation	Contract for repair and parts for ARFF vehicles.	\$450,000	IFB	Specialty Vehicle Parts and Repair
OS-17	Dec-20	Building and Equipment Services	Services to perform annual preventive maintenance, parts & repairs as needed to ensure continuity of operations.	\$400,000	RFCSP	HVAC
OS-18	Dec-20	Building and Equipment Services	Provide On-Call Collision Repair services for Sedans & LD.	\$4M	IFB	Auto Servicing
OS-19	Dec-20	Center City Development and Operations	Provide paver repairs at the Alamodome, all labor, material, and equipment required to level, repair, or replace existing pavers on an as-needed basis.	\$195,000	IFB	Labor
OS-20	Dec-20	Center City Development and Operations	*Provide on-call HVAC maintenance and repair services for various City departments.	\$2.4M	RFCSP	HVAC System Maintenance & Repairs
OS-21	Dec-20	Center City Development and Operations	Provide Fire Sprinkler Inspections and Maintenance Services for the Alamodome for weekly, quarterly, and annual inspections, internal or external pump flow tests, and one 5-year internal valve inspection.	\$3.9M	IFB	Sprinkler Parts
OS-22	Dec-20	Fire	Axnes PNG radio system is a wireless ICS extension that enables operators to maintain full duplex communications when leaving the platform of the aircraft.	\$57,258	RFCSP	Radio System
OS-23	Dec-20	Government and Public Affairs	Contract for a Software as a Service platform for the management of the City's Social Media accounts.	\$100,000	RFCSP	Software Services
OS-24	Dec-20	Information Technology Services	*Provide outside plant cabling services to include vertical and horizontal cabling in various buildings.	\$4.5M	RFCSP	Cabling Installation
OS-25	Dec-20	Library	Provide access to bibliographic databases in a Machine Readable Cataloging (MARC) format for all material formats to allow details to be added to the library catalog when searching for library materials.	\$220,000	RFCSP	Software Services
OS-26	Dec-20	Parks & Recreation	Mowing services of Historic City Cemeteries.	\$500,000	RFCSP	Mowing Services
OS-27	Dec-20	Police	This contract will provide SAPD with an inventory management system for the Academy location. An option to scale will be included.	\$120,000	RFCSP	Inventory System
OS-28	Dec-20	Public Works	*Provide vegetation maintenance services to creekways along approximately 30 miles of Leon and Salado Creeks and tributaries located throughout the City. Target to complete 30 miles annually of the total 85 miles for Leon & Salado & 50 miles annually of the total 312 miles of tributaries.	\$4.4M	RFCSP	Creekway Maintenance Services
OS-29	Dec-20	Solid Waste Management	Contract for the procurement of air conditioning hoses needed for the service centers daily operations.	\$50,000	IFB	Auto AC Hoses & Repair

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OS-30	Dec-20	Solid Waste Management	Annual contract for Auto Offroad Heavy Vehicle Driveline P&S.	\$111,000	IFB	Auto Supplies
OS-31	Dec-20	Solid Waste Management	Annual contract for Lubricants Equipment Parts and Services for the Solid Waste Management Department.	\$215,000	IFB	Lubricant Equipment, Parts & Services
OS-32	Jan-21	Building and Equipment Services	On-call HVAC services to assist with maintenance & repair.	\$950,000	RFCSP	HVAC
OS-33	Jan-21	Development Services	*Provide abatement services to unoccupied/unsecured structures, properties that are declared a danger to the public health and safety, or have been vandalized by graffiti. Services to include clearing and mowing, painting over graffiti, and, when necessary, secure vacant, accessible structures by attaching plywood to first floor doors & windows.	\$2.2M	RFP	General Construction, Painting, Mowing, Debris Removal
OS-34	Jan-21	Fire	Pre-package Cyberrange curriculum/managing software for teaching network professionals cyber-security measures.	\$75,000	RFCSP	Software
OS-35	Jan-21	Fire	Solicit to provide installation, removal and repair electronic safety equipment and communications equipment for San Antonio Fire and Aviation Firefighting Departments fire vehicles and heavy duty apparatuses.	\$300,000	IFB	Electronic Safety Equipment Installation, Removal & Repair
OS-36	Jan-21	Fire	Internal and external surveillance systems, area controls outside the building such as gates and force protection mitigation against improvised devices.	\$522,500	RFCSP	Surveillance System
OS-37	Jan-21	Municipal Court	Touch panel kiosk with payment card terminal and telepresence functionality that allows users to communicate with staff via video calls.	\$300,000	RFCSP	Specialized Equipment
OS-38	Jan-21	Public Works	Annual contract for Mowing of Medians for the Public Works Department.	\$510,000	RFCSP	Mowing Services
OS-39	Jan-21	Solid Waste Management	Annual contract for service truck vehicle washing services for the Solid Waste Management Department.	\$380,000	IFB	Car Washing Services
OS-40	Jan-21	Solid Waste Management	Contract for the procurement of Welding and Rebuild Equipment Parts & Services needed for the service centers daily operations.	\$500,000	RFO	Welding and Rebuild Equipment Parts & Services
OS-41	Feb-21	Building and Equipment Services	Annual Contract for CNG fuel and operation at the City's facility.	\$576,000	RFCSP	Fuel Tanks Maintenance
OS-42	Feb-21	Building and Equipment Services	*Perform landscaping, turf mowing/trimming, and irrigation system services.	\$1.85M	RFCSP	Landscaping, Moving, Irrigation
OS-43	Feb-21	Center City Development and Operations	Contract for stage rental and production services for Martin Luther King holiday.	\$250,000	RFCSP	Audio- Video Services Stage Services
OS-44	Feb-21	Finance	*Annual contract for commercial garbage and recycling services.	\$3.7M	RFP	Garbage & Recycling Services

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	Anticipated Release Date	Department	Project Description	Estimated Value	Solicitation Method	Subcontracting Opportunities
OS-45	Feb-21	Fire	Servers, Racks, Router, Switches, etc. for operating the Cyberrange software and desktops.	\$50,000	RFCSP	IT Equipment
OS-46	Feb-21	Parks & Recreation	Annual contract for poured in place safety surfacing services for the Parks & Recreation department.	\$2.25M	RFCSP	Paving & Resurfacing Services
OS-47	Feb-21	Public Works	*Remodel of approximately 24,000 square feet of the existing two-story building. The renovated facility will result in a more cohesive Park Police Department as the project will consolidate the current headquarters, also located in Hemisfair Park, with Park Police operations in various other locations.	\$3.4M	RFCSP	Architectural Services, General Construction Services
OS-48	Feb-21	Solid Waste Management	Contract for the procurement of the Torque Wrench Repair and Calibrations needed for the service centers daily operations.	\$100,000	IFB	Specialized Equipment Repair & Maintenance
OS-49	Feb-21	Solid Waste Management	Contract for the procurement of the rebuilding of Cylinders and Valves needed for the service centers daily operations.	\$400,000	IFB	Cylinder and Valve Services
OS-50	Mar-21	Fire	Suite of risk management products and services that assist with managing and supporting our regional critical infrastructure program.	\$143,405	RFO	Risk Management Products & Services
OS-51	Mar-21	Fire	Solicit to provide fire and pumper vehicle body repair service and parts. Specialized body repairs include painting and fabricating various parts to complete repairs.	\$6.5M	IFB	Specialty Vehicle Parts and Repair
OS-52	Mar-21	Human Services	*Support outcome focused programming that enhances DHS and EDD services while distributing resources where they will have the most impact in improving the quality of life for San Antonio residents.	\$48.7M	RFP	Non-profit Services
OS-53	Mar-21	Parks & Recreation	Annual contract for maintenance services of the filtration systems for the Parks & Recreation Department.	\$120,000	IFB	Maintenance Services
OS-54	Mar-21	Parks & Recreation	*Annual contract for sport court resurfacing services for the Parks & Recreation Department.	\$1.6M	RFCSP	Paving & Resurfacing Services
OS-55	Mar-21	Solid Waste Management	Contract for the procurement of Tint Installation for Light/ Med/Heavy Equipment needed for the service centers daily operations.	\$200,000	IFB	Window Tint
OS-56	Mar-21	Solid Waste Management	Contract for the procurement of Rhino Parts & Services needed for the service centers daily operations.	\$500,000	IFB	Specialty Parts & Services
OS-57	Mar-21	Solid Waste Management	Contract for the procurement of Farmall Parts & Services needed for the service centers daily operations.	\$500,000	IFB	Specialty Parts & Services
OS-58	Apr-21	Aviation	*Provide a new digital display platform to include MUFIDS replacement and a new digital content manager.	\$1.16M	RFCSP	Software Installation
OS-59	Apr-21	Center City Development and Operations	*Provide on-call electrical maintenance and repair services on an as needed basis in various City facilities.	\$2.4M	RFCSP	Electrical work

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RESTRICTIONS ON COMMUNICATION

In order to maintain fairness during a solicitation, a “restrictions on communication” process is implemented to ensure improper communication with contractors is avoided. [Sec 2-61](#) of the City Code

If contact is required, it must be done in accordance with procedures outlined in the solicitation document

PRE-SOLICITATION	AFTER SOLICITATION IS RELEASED	AFTER SOLICITATION IS CLOSED
<p><i>Period prior to issuance of the solicitation document.</i></p> <hr/> <p>Vendors may review Annual Procurement Guide or Anticipated Solicitation Newsletter and contact appropriate City department regarding an upcoming project.</p>	<p><i>Period following issuance of the solicitation but prior to receipt of responses.</i></p> <hr/> <p>Vendors may attend the Pre-Submittal Conference for all formal solicitations.</p> <p>**City Staff reviews scope of services, requirements and respond to vendor questions in an addendum.</p>	<p><i>Period after the responses have been received and evaluated, but prior to City Council approval.</i></p> <hr/> <p>Finance Department reviews responses and, if applicable, notifies non-responsive respondents in writing.</p> <p>If deemed non-responsive, Respondents can request a review meeting with **City Staff (as applicable), by contacting the designated Finance staff listed on solicitation.*</p>

* Restrictions on communications apply

** City Staff from Finance, Economic Development, and Department issuing the solicitation

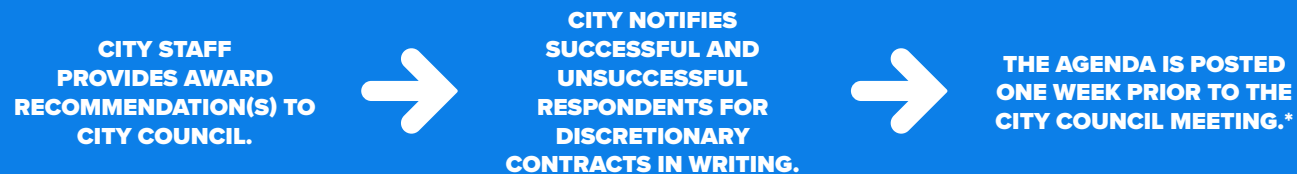
REVIEW MEETINGS - PRE-AWARD

Review meetings may be scheduled by City staff to cover the following:

- o To determine if a vendor is responsive / responsible.
- o To provide additional or missing information.
- o To review SBEDA subcontracting goal requirements if not met.
- o To review Good Faith Effort documentation provided by respondent with the Subcontracting Goal-Waiver Request Form.

Attendees for the meeting may include: City staff, vendor, pertinent sub-contractors and respondent may request additional persons (including attorneys) by giving a 48-hour notice.

CITY COUNCIL AWARD



* Respondents may contact their Council Member once the agenda is posted or speak publicly during City Council meeting.

POST-SOLICITATION AWARD

- o Unsuccessful respondents may request a detailed debriefing to assess strengths and weaknesses of their submittals.
- o City provides an overview of the solicitation process.
- o Finance, department issuing solicitation and EDD staff, as applicable, attend debriefings.
- o A contractor or City may request a review meeting for ongoing contract compliance matters, i.e. SBEDA compliance and/or contract performance and other issues.

NOTES

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SECTION 2

Procurement Preference Programs

The City of San Antonio has a variety of procurement preference programs that promote the utilization of local small, minority, women, and veteran-owned businesses on City contracts.

- Local Preference Program
- Veteran-Owned Small Business Preference Program
- Small Business Economic Development Advocacy Program

Depending on a variety of factors, the procurement preference programs apply to some or all of the following solicitation methods, including:

Solicitation Method	Local Preference Program Applicability	Veteran-Owned Small Business Preference Program Applicability	Small Business Economic Development Advocacy Program Applicability
Invitation for Bid (IFB)	✓		✓
Request for Offer (RFO)	✓		✓
Request for Competitive Sealed Proposal (RFCSP)			✓
Request for Proposal (RFP)	✓	✓	✓
Request for Qualifications (RFQ)	✓*	✓*	✓
Request for Information (RFI)			✓

*Not governed by state statute

Local Preference Program

The Local Preference Program (LPP) provides contracting preferences to eligible local San Antonio businesses to promote their participation on City contracts. The implementation of the LPP emphasizes the importance of investing in the local community by supporting local businesses.

For discretionary contracts not governed by state statute (e.g. RFQs, RFPs, RFCSPs) where multiple factors beyond price are evaluated to determine the contract award, the LPP serves as one of those factors by granting the following, when applicable:

- o 10 evaluation points to eligible local businesses headquartered in the City.
- o 5 evaluation points to eligible local businesses that are local, but not headquartered in the City.

Note: For joint ventures, the allocation of LPP preference points is based upon the percentage of ownership of eligible local businesses.

For low bid contracts (e.g. IFBs and RFOs) where price alone determines the winning bid, the LPP allows for the following:

- o Eligible local businesses may be awarded a City contract even if they are not the lowest bidder, as long as their bid price is within 3% of the lowest non-local business bidder.

Note: For joint ventures all entities or joint venture partners must be eligible local businesses.

LOCAL PREFERENCE ELIGIBILITY REQUIREMENTS

01

A local business must be headquartered within the incorporated limits of the City of San Antonio for a minimum of one year.

OR

02

A local business must have an office within the incorporated limits of the City of San Antonio for a minimum of one year from which at least 20% of its employees or a minimum of 100 employees are regularly based.

City of San Antonio

Incorporated Cities (e.g. Alamo Heights, Leon Valley, etc.)

Bexar County

- THIS PROGRAM DOES NOT APPLY TO**
- o Federally funded contracts
 - o Telecommunication or information services contracts
 - o Non-professional services contracts over \$500,000
 - o Low bid construction contracts over \$100,000
 - o Any purchase under \$50,000
 - o Contracts in which the originating department or City Council determines that the LPP application is not in the best interest of the City

Veteran-Owned Small Business Preference Program

The Veteran-Owned Small Business (VOSB) Preference Program provides contracting preferences to eligible veteran-owned small businesses to promote their participation on City contracts. The implementation of the VOSB Preference Program aligns with the City’s support of veterans as Military City USA.

For discretionary contracts not governed by state statute (e.g. RFQs, RFPs, RFCSPs) where multiple factors beyond price are evaluated to determine the contract award, the VOSB Preference Program serves as one of those factors by granting the following, when applicable:

- o 5 evaluation points to eligible VOSBs regardless of headquarter or office location(s).

Note: For joint ventures the allocation of VOSB preference points is based upon the percentage of ownership of eligible VOSBs.

VETERAN-OWNED SMALL BUSINESS PREFERENCE ELIGIBILITY



01

To be considered as a VOSB, the City uses the federal definitions of veteran and veteran-owned small business found in 38 CFR Part 74. A business asserting that it meets the definition of a VOSB must be included in the database of VOSBs maintained by the U.S. Small Business Administration, or be certified as a veteran-owned small business by another recognized public or private entity that uses similar certification procedures.

The term “veteran” means a person who served on active duty with the U.S. Army, Air Force, Navy, Marine Corps, Coast Guard, for any length of time and at any place and who was discharged or released under conditions other than dishonorable. This includes reservists or members of the National Guard called to federal active duty or disabled from a disease or injury incurred or aggravated in line of duty or while in training status.

THIS PROGRAM DOES NOT APPLY TO

- o Federally-funded contracts
- o Texas Local Government Code Chapter 252 governed solicitation (low bids and RFCSPs)
- o Texas Government Code Chapter 2254 governed solicitations (professional services)
- o Texas Government Code Chapter 2269 governed solicitations (alternative construction delivery methods)
- o Any purchase under \$50,000

Small Business Economic Development Advocacy Program

The Small Business Economic Development Advocacy (SBEDA) Program provides contracting preferences to eligible local small, minority, and women-owned businesses (S/M/WBES) to promote their participation on City contracts. The implementation of the SBEDA Program addresses findings from various City-initiated disparity studies. www.sanantonio.gov/SBO/Small-Business-Development-Advocacy-Program

For discretionary contracts (e.g. RFQs, RFPs, RFCSPs) where multiple factors beyond price are evaluated to determine the contract award, the SBEDA Program serves as one of those factors by granting the following, when applicable:

- o Up to 20 evaluation points to SBEDA eligible S/M/WBES, which may be applied to all or split between Small Business Enterprises (SBEs), Emerging Small Business Enterprises (ESBEs), and Minority or Women-Owned Business Enterprises (M/WBES).
- For example, a particular solicitation may include 5 SBE, 5 ESBE, and 10 M/WBE evaluation points. Another may only include 15 M/WBE evaluation points.

For low bid contracts (e.g. IFBs and RFOs) where price alone determines the winning bid, the SBEDA Program allows for the following, when applicable:

- o Up to 40% subcontracting goal requirements to utilize SBEDA eligible S/M/WBES, which may be applied to all or split between SBEs, ESBEs, M/WBES, African American-Owned Business Enterprises (AABEs), Asian American-Owned Business Enterprises (ABEs), Hispanic American-Owned Business Enterprises (HABEs), Native American-Owned Business Enterprises (NABEs), and Women-Owned Business Enterprises (WBEs).
- For example, a particular solicitation may include a 30% SBE, 20% M/WBE, and 5% AABE subcontracting goal. Another may only include an 18% M/WBE subcontracting goal.

SBEDA ELIGIBILITY REQUIREMENTS

01

Businesses must be certified as a S/M/WBE through the South Central Texas Regional Certification Agency (SCTRCA).

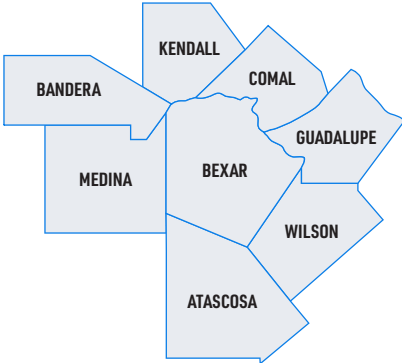
IF YOU ARE READY TO BE CERTIFIED

Contact the SCTRCA at (210) 227-4722 or visit SCTRCA.org to begin the application process.



02

Businesses must be headquartered or demonstrate “significant business presence” within the San Antonio Metropolitan Statistical Area (SAMS), which includes Atascosa, Bandera, Bexar, Comal, Guadalupe, Kendall, Medina, and Wilson counties. Businesses demonstrate significant business presence by maintaining an office within the SAMS for at least one year, from which 20% of their total employees are regularly based.



THIS PROGRAM DOES NOT APPLY TO

- o Federally funded contracts
- o Any contract \$50,000 and under
- o Contracts in which the originating department determines that the application of the SBEDA Program is not practical (i.e. no SBEDA eligible S/M/WBES identified to perform the scope of work)

SECTION 3

Central Vendor Registry

The City of San Antonio's Central Vendor Registry (CVR) offers a variety of benefits to entities looking to do business with the City. It also serves as advertising for local small, minority, and women-owned businesses (S/M/WBEs) as many City contracts contain subcontracting goals for these particular types of businesses. The City requires companies to utilize the CVR to identify S/M/WBEs to meet those goals.

- Register as a Vendor in the CVR
- Search for a S/M/W/VBE in the CVR

LEARN MORE ABOUT THE CITY'S SMALL BUSINESS PROGRAMS

VENDOR ORIENTATION

The City of San Antonio hosts Vendor Orientations several times a year to provide businesses information on registering as a vendor with the City, certifying with the South Central Texas Regional Certification Agency (SCTRCA), and bidding on contract opportunities. Vendors have the opportunity to meet one-on-one with City departments and learn about best practices when doing business with the City.

TOPICS INCLUDE:

- Managing Your SAePS Profile
- SBEDA Program Requirements
- Mentor Protégé Program Overview
- Bidding on City of San Antonio Contracts
- Overview of Upcoming Solicitations
- Learn about the Loan Interest Buydown Program

CITY DEPARTMENTS & PARTNERS AVAILABLE

- Aviation
- Economic Development
- Finance
- Public Works
- Solid Waste
- Alamo Colleges
- Centro
- LiftFund
- Maestro
- Southside First
- San Antonio for Growth on the Eastside
- Westside Development Corporation

Find out when the next vendor orientation is scheduled!
www.sanantonio.gov/SBO/Media-Resource-Center/Events

Register as a Vendor in the CVR

Businesses ready, willing, and able to perform on City contracts must register online in the San Antonio Electronic Procurement System (SAePS), which serves as the City's Central Vendor Registry (CVR).

BENEFITS OF REGISTERING IN THE CVR



RECEIVE ELECTRONIC NOTICE OF CONTRACT OPPORTUNITIES



RECEIVE IMPORTANT PROGRAM AND EVENT INFORMATION

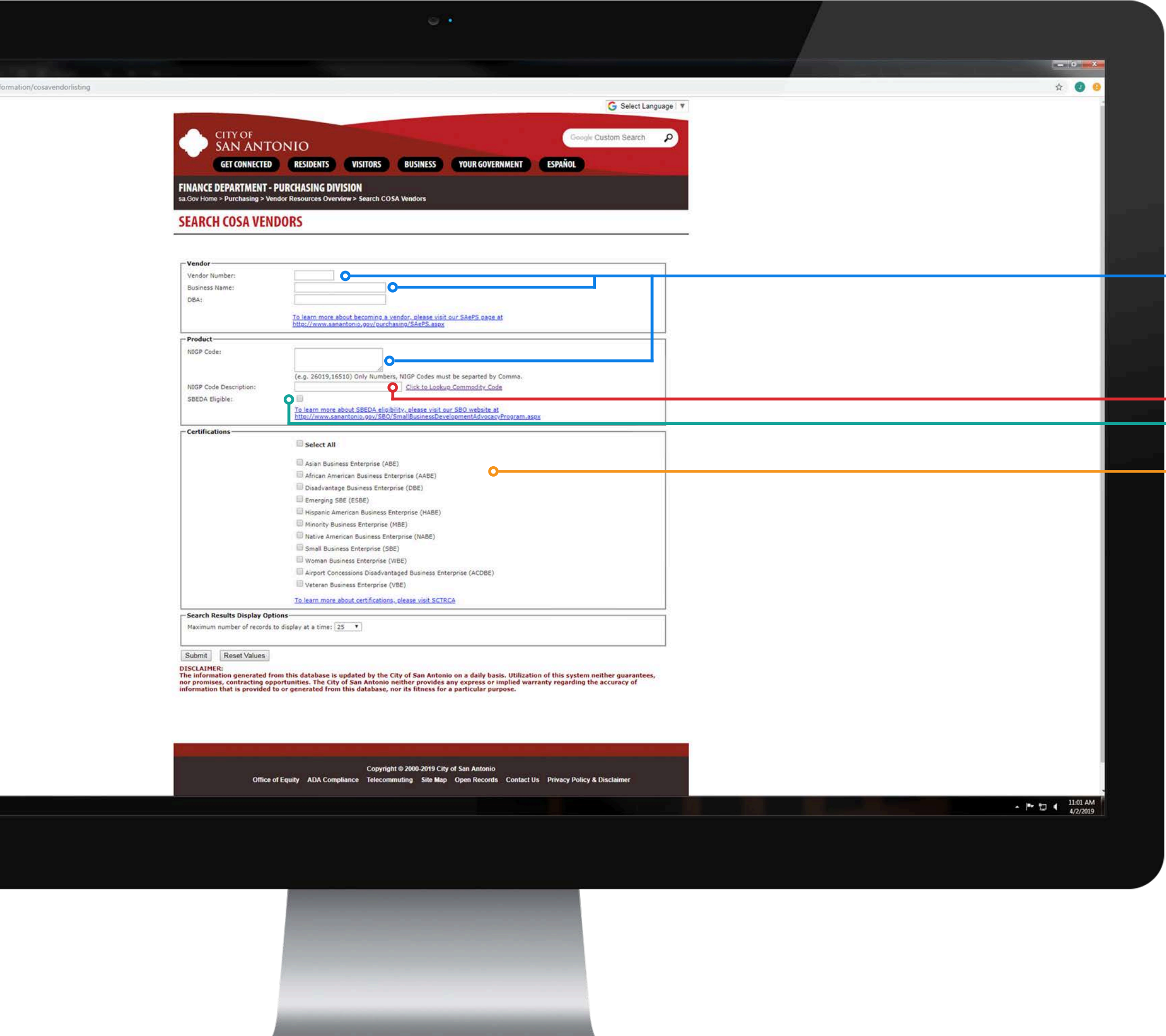


PARTICIPATE IN ELECTRONIC BIDDING

IF YOU ARE READY TO BE REGISTERED

in SAePS and do business with the City, contact the City of San Antonio Finance Department at **(210) 207-0118** or visit www.sanantonio.gov/purchasing/saeps.

SAePS
 San Antonio eProcurement System



Search for S/M/WBE Vendors in the CVR

Searching for City of San Antonio vendors is easy and open to all through the City's Central Vendor Registry (CVR). There are several ways that to find a vendor. To search for a vendor, visit www.sanantonio.gov/purchasing/vendorinformation/cosavendorlisting. From this website, you can use the various textboxes and checkboxes to locate one or several vendors that meet your specific criteria.

- You can search by:
- 1. Vendor number, business name, email and NIGP codes.
 - 2. Specific functions using keywords such as hauling, electric, plumbing, or painting in the "NIGP Code Description."
 - 3. SBEDA eligible firms who have specific certifications from the South Central Texas Regional Certification Agency (SCTRCA).
 - 4. Certifications based on business ownership:
 - Women Business Enterprise (WBE)
 - African American Business Enterprise (AABE)
 - Hispanic American Businesses Enterprise (HABE)
 - Asian Business Enterprise (ABE)

It is important to note that having multiple selections will not narrow down the search to businesses who have all of the certifications selected. For example, selecting ABE & WBE will show all vendors with those certifications, not necessarily those who have both.

Your search results can be exported into Microsoft Excel.

Department Contacts

Animal Care Services
(210) 207–4738

Arts & Culture
(210) 206–2787

Aviation
(210) 207–3411

Building and Equipment Services
(210) 207–7858

Center City Development and Operations
(210) 207–3677

City Attorney
(210) 207–8940

City Auditor
(210) 207–2853

City Clerk
(210) 207–7253

City Council's Office
(210) 207–7040

City Manager's Office
citymanager@sanantonio.gov

Convention & Sports Facilities
(210) 207–8500

Development Services
(210) 207–1111

Economic Development
(210) 207–8080

Emergency Management
(210) 207–8580

Equity
(210) 207–8911

Finance
(210) 207–5734

Fire
(210) 207–8400

Government & Public Affairs
(210) 207–8109

Health
(210) 207–8780

Historic Preservation
(210) 207–0035

Human Resources
(210) 207–8705

Human Services
(210) 207–8198

Information Technology Services
(210) 207-5734

Innovation
(210) 207–8360

Library
(210) 207–2500

Management & Budget
(210) 207–8360

Mayor's Office
(210) 207–7107

Municipal Court
(210) 207–8970

Neighborhood & Housing Services
(210) 207–6459

Parks & Recreation
(210) 207–8480

Planning
(210) 207–0147

Police
(210) 207–7273

Pre-K 4 SA
(210) 206–2700

Public Works
(210) 207–8022

Risk Management
(210) 207–7204

Solid Waste Management
(210) 207–6428

Sustainability
(210) 207–6103

World Heritage
(210) 207–2111

SMALL BUSINESS OFFICE ADDITIONAL RESOURCES

The Small Business Office provides various programs and initiatives, some in partnership with business stakeholder groups, to provide resources to the local small business community. More information about these resources is included below.

• **Small Business Fee Waiver & Liaison**

The City of San Antonio provides small businesses waivers for City and SAWS Sewer and Water Impact fees. Small business may use the fees for projects that are new construction, rehabilitation of space, or repair or maintenance of an existing structure. Small businesses must intend to occupy the space for which the waiver is applied for at least two years. To learn more about fees eligible for waiver and to apply, please visit: www.sanantonio.gov/CCDO/IncentivesandPrograms/COSAFeeWaivers

The Small Business Liaison is also a resource for entrepreneurs and existing businesses needing support in navigating a variety of local rules and regulations. To request an e-meeting please view here: www.sanantonio.gov/SBO/Start-A-Small-Business/Small-Business-Liaison

• **Zero Percent Interest Loans**

In partnership with LiftFund, the City provides funding for the Loan Interest Buydown Loan Program offering small business zero percent interest loans to access capital for business needs. The loan amounts vary from \$500 to \$50,000 and LiftFund assists businesses who may not have banking relationships or experience difficulties accessing capital at other financial institutions. To learn more, please contact LiftFund at www.liftfund.com or by calling 888-215-2373.

• **Mentor Protégé Program**

In partnership with Alamo Colleges, the Mentor Protégé program provides small businesses access to professional courses and pairing with a mentor to obtain the education and support needed for general business expansion and building capacity. The program, referred to as Business Empowerment Plan, consists of two phases: Phase I – educational courses over twelve months; and Phase II – pairing with a Mentor for a two-year commitment. To learn more and apply for spring or fall admission, please visit: www.besanantonio.com

• **Launch SA**

In partnership with LiftFund, the City established Launch SA to provide resources for prospective entrepreneurs and businesses at all levels of development to provide direction, education, mentorship and technical assistance. Launch SA facilitates webinars and unique programming such as Break Fast & Launch, 1 Million Cups and Launch Online. To learn more, please visit: launchsa.org

• **COVID-19 - Small Business Recovery and Resiliency Resources**

The City of San Antonio has compiled information related to employers and small businesses affected by COVID-19 for assistance from our partners, federal loans, and workforce information. As our City continues to navigate the impact from COVID-19, this site will serve as a central information hub to assist small businesses. To learn more, please visit: covid19.sanantonio.gov/Assistance/Small-Business

City of San Antonio | FY2021 Contracting Opportunities

This guide has been prepared to serve as an informational resource for the City's contracting process and as a reference for upcoming projects. However, please note all information is subject to change and City of San Antonio reserves the right to update and/or revise solicitation types, scopes of work, dates of release and estimated amounts without notice or cancel any solicitations. Please note this document will be updated annually.

For the most updated information, please visit www.sanantonio.gov/purchasing/biddingcontract/opportunities.



City of San Antonio | Economic Development Department
100 W. Houston St. | Suite 1900 | San Antonio, TX 78205
(210) 207-8080 | www.sanantonio.gov