



ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications – Executive Program Manager for the Terminal Development Program

Solicitation Number: RFQ 22-093; RFx 6100015571

Description: The City of San Antonio, Aviation Department, seeks an experienced firm with demonstrated technical capabilities and aviation experience to provide Program Management support services for the Terminal Development Program.

Applicable Product Categories: 541611-Strategic Planning Consulting Services; 541820-Public Relations Consulting Services; 541620-Environmental Consulting; 541618-Misc. Management Consulting Services

Date Issued: June 1, 2022

Due Date & Time: July 1, 2022, 11:00 a.m. Central Time

Pre-Submittal Conference: Northeast Service Center, 10303 Tool Yard Building 1, San Antonio, TX 78284 at 2:00 p.m. Central Time, on Friday, June 10, 2022. Respondents may also attend via conference call or WebEx. Please refer to RFQ Section 007 for details.

Staff Contact Person: Marisol Amador, Procurement Specialist III, [marisol.amador@sanantonio.gov](mailto:marisol.amador@sanantonio.gov)

**Evaluation Committee Voting Members:**

Jeff Coyle, Assistant City Manager, City Manager's Office

Jesus H. Saenz, Director of Airports, Aviation Department

Tim O'Krongley, Deputy Aviation Director, Aviation Department

Tomika Monterville, Transportation Director, Transportation

Diane Rath, AACOG Executive Director, Airport Advisory Commission Representative

Pursuant to Section 011 – Restriction on Communications and in accordance with and as authorized by Section 2-61 of the City Code, the following restrictions on communications apply to this solicitation: Respondents are prohibited from contacting 1) City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFQ or proposal from the time the RFQ has been released until the contract is posted for consideration as an agenda item during a meeting designated as an A session; and 2) City employees from the time the RFQ has been released until the contract is approved at a City Council "A" session.

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFQ to the Staff Contact Person listed below until 2:00 p.m., Central Time, on Friday, June 17, 2022. 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 – Purchasing Division

[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 the SAePS portal; <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. Once you have logged on to the SAePS portal, click on "My Bids" (first), if not viewable then click "Other Bids" (to view all already published competitive bids).

**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) with "SAePS Portal" on the subject line so this can be expedited.