



CITY OF SAN ANTONIO  
DEPARTMENT OF HUMAN SERVICES

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposals – ARPA Combined – Nonprofits, Older Adults, Youth, & Mental Health

Solicitation Number: RFP 22-125; RFx 6100015939

**Description:** The City of San Antonio (City), Department of Human Services (DHS) seeks proposals from qualified Respondents interested in providing services in four community categories: nonprofit social services, Older Adults, Youth, and Mental Health. Within each community category, areas impacted by the pandemic were identified and are titled *COVID-19 Impact Area*. Within each *COVID-19 Impact Area*, DHS and Metro Health seek to fund specific programs and strategies targeted to mitigate the negative impact of COVID-19 on these communities. Respondents are encouraged to thoroughly review each of these fundable COVID-19 impact areas to determine which coincide with their organization's mission.

Only those organizations that are public entities, non-profit organizations, and charitable or faith-based organizations that have been in existence for at least two years as of the closing date for applications are eligible for consideration.

Applicable Product NIGP Categories:

95259 – Human Services

Date Issued: September 9, 2022

**Due Date & Time: October 28, 2022, 11:00 a.m. Central Time**

The City of San Antonio has implemented the San Antonio eProcurement System (SAePS). To receive a copy of this RFP, all vendors must first register on-line at: <http://www.sanantonio.gov/purchasing/SAePS.aspx>. For further details and web links, please refer to the bottom of this solicitation synopsis.

All proposals must be received no later than 11:00 a.m., Central Time, on Friday, October 28, 2021 through the City's SAePS portal.

**ONLY ELECTRONIC SUBMISSIONS VIA THE CITY'S SAePS PORTAL WILL BE ACCEPTED.**

Late submissions will not be accepted nor will hard-copy, faxed, or emailed proposals. The City highly encourages Respondents to register and submit early to avoid any issues or delays in uploading proposal via the City's SAePS portal.

**Pre-Submittal Conferences:**

A Pre-Submittal Conference will be held at 2:00 p.m., Central Time, on September 16, 2022 via WebEx call-in only. Attendance at the Pre-Submittal Conference is optional, but highly encouraged. Respondents may call the toll-free number listed below and enter the access code to participate the day of the conference.

Toll Free Dial-In Number: 1-415-655-0001

Meeting Number (Access Code): 2464 340 1900

Meeting Password: ARPA2022

**Grant Writing and Technical Assistance Workshops (optional):**

Technical assistance workshops will be held online via WebEx on the following dates and times. Please visit the below link to access the training sessions. <https://www.sanantonio.gov/humanservices/about/PartnersandAgency#185971954-request-for-proposal>

Tuesday, September 27, 2022, at 8:30 am – 4:30 pm

Friday, September 30, 2022 at 8:30 am – 4:30 pm

Evaluation Committee Voting Members: View below tables

**RESTRICTIONS ON COMMUNICATION:**

Respondents are prohibited from contacting City officials, as defined in [Section 2-62](#) of the Ethics Code, and employees, as defined in [Section 2-42](#) of the Ethics Code, regarding such a contract during the No-Contact Period. City Council has approved a revised no-contact period which is modified from what is currently set forth in Section 2-61 of the Ethics Code, Prohibited Contacts During Contract Solicitation Period.

### No-Contact Period:

In accordance with §2-61 of the City Code, Respondents are prohibited from communication regarding this RFP (RFP 21-045, 6100013645) with:

- City officials, as defined by §2-62 of the City Code of the City of San Antonio, regarding the RFP or proposal from **October 28, 2022** until the date the City Manager Posts the Proposed FY 2023 Budget for City Council consideration; and
- City employees from September 9, 2022 until the date FY 2022 Budget is approved at a City Council "A" Session.

Violations may lead to proposal(s) disqualification. Refer to RFP Section 010 for complete details.

### REQUEST FOR PROPOSAL - QUESTIONS DEADLINE:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until 4:00 p.m., Central Time, on September 14, 2022. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail to:

Gregory Desir, Procurement Specialist III  
City of San Antonio, Finance Department – Purchasing Division  
[Gregory.Desir@sanantonio.gov](mailto:Gregory.Desir@sanantonio.gov)

### PROHIBITED CAMPAIGN CONTRIBUTIONS

Notice Regarding Prohibition on Campaign or Officeholder Contributions for Individuals and Entities Seeking High- Profile Contracts. Under Section 2-309 of the Municipal Campaign Finance Code, the following are prohibited from making a campaign or officeholder contribution to any member of City Council, candidate for City Council or political action committee that contributes to City Council elections beginning on the \*10th business day after a contract solicitation has been released through the 30<sup>th</sup> calendar day following the approval by City Council ("blackout" period):

- (1) Any individual seeking a high-profile contract;
- (2) Any owner, officer, officer of board, and executive committee member of an entity seeking a high-profile contract, excluding board officers and executive committee members of 501 (c)(3), 501(c) (4) and 501 (c)(6) non-profit organizations not created or controlled by the City whose board service is done strictly as a volunteer with no financial compensation and no economic gain from the non-profit entity;
- (3) The legal signatory of the high-profile contract;
- (4) Any attorney, lobbyist or consultant hired or retained to assist the individual or entity in seeking a high-profile contract;
- (5) Subcontractors hired or retained to provide services under the high-profile contract; and
- (6) Any first-degree member of the household of any person listed in (1), (2), (3) or (5) of this subsection.

A high-profile contract cannot be awarded to the individual or entity if a prohibited contribution was made by any of these individuals during the "blackout" period.

Questions submitted and the City's responses will be posted with this solicitation.

***\*For this solicitation, the first-day contributions are prohibited is September 23, 2023. The first day contributions may be made is the 31st day after the contract is approved at a City Council "A" Session.***

**To Register as a vendor with the City:** The following link is a step-by-step process on registering as a vendor with the City. PLEASE WATCH this short video if you need to register.

[https://cosatx.sharepoint.com/:v/s/TeamGPA/EdBb-Cz9RmZDrW650NWNwGgBh9kgoZazvD0\\_Tlw9VkqwWg?e=zfGhVI](https://cosatx.sharepoint.com/:v/s/TeamGPA/EdBb-Cz9RmZDrW650NWNwGgBh9kgoZazvD0_Tlw9VkqwWg?e=zfGhVI) The Vendor Registration link is at: <http://www.sanantonio.gov/purchasing/SAePS.aspx>.

**If you are already a vendor with the City, to view this solicitation,** go to the SAePS portal; <https://supplierservice.sanantonio.gov/irj/portal>. 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).

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.

**Evaluation Committees - 23-24 ARPA RFP – Nonprofits, Older Adults, Youth and Mental Health**

Non-profit Financial Hardship and Increased Infrastructure Needs, Decreased economic security for residents.	
Priority	Panel Members
<b>COVID-19 Impact Area # 1 and 2</b>	<ol style="list-style-type: none"> <li>1. Melody Woosley, City of San Antonio, DHS</li> <li>2. Jessica Dovalina, City of San Antonio, DHS</li> <li>3. Amy Contreras, City of San Antonio, WDO</li> <li>4. Lady Romano, United Way of San Antonio and Bexar County</li> <li>5. Michelle Hollon, San Antonio Growth on the Eastside (SAGE)</li> <li>6. Leilah Powell, Local Initiatives Support Corporation San Antonio (LISC)</li> <li>7. Perri Rosheger, H.E.B Foundation</li> </ol>

Increased Social Isolation, healthy, Increased food and resource insecurity, and Increased responsibility on informal and unpaid caregivers.	
Priority	Panel Members
<b>COVID-19 Impact Area # 1, 2 and 3</b>	<ol style="list-style-type: none"> <li>1. Yolanda Perez, City of San Antonio DHS</li> <li>2. Debra Colorado, City of San Antonio, DHS</li> <li>3. Chris Dawkins, City of San Antonio, DHS</li> <li>4. Laura Cisneros, WellMed Medical Management, Inc.</li> <li>5. Lyn Kinton, City of San Antonio, Parks &amp; Recreation</li> <li>6. Amy Hoffman, City Commission on Strengthening Family Well-being</li> </ol>

Decreased education and career opportunities for youth transitioning out of or at risk for gang involvement.	
Priority	Panel Members
<b>COVID-19 Impact Area # 1</b>	<ol style="list-style-type: none"> <li>1. Rebecca Flores, City of San Antonio, DHS</li> <li>2. Gavin Nichols, San Antonio Area Foundation</li> <li>3. Alicia Trujillo, City of San Antonio</li> <li>4. Desirae Gonzales-Moreno, City of San Antonio</li> <li>5. <del>Joredanne Carmack, City Commission on Strengthening Family Well-being</del></li> </ol>

Decreased higher education and workforce training for youth aging out of the foster care systems.	
Priority	Panel Members
<b>COVID-19 Impact Area # 2</b>	<ol style="list-style-type: none"> <li>1. Marlys McKinney, City of San Antonio, DHS</li> <li>2. Noel Martinez, BCFES PALS</li> <li>3. Krystal Peralez, Greater SATX</li> <li>4. Jemm Morris, City of San Antonio, DHS</li> <li>5. Alice Alvarez, Kronkosky Foundation</li> <li>6. Sarah Guerra, City of San Antonio, DHS</li> <li>7. Amanda Faz, UTSA</li> <li>8. Michelle Calleros, Texas A&amp;M San Antonio</li> <li>9. Pedro Rodriguez, City of San Antonio, Head Start</li> <li>10. Alexandra “ Lexi ” Bachran, City Commission on Strengthening Family Well-being</li> </ol>

**Evaluation Committees - 23-24 ARPA RFP – Nonprofits, Older Adults, Youth and Mental Health  
(continued)**

<b>Decreased higher education, workforce training, and housing stability for opportunity and homeless youth.</b>	
<b>Priority</b>	<b>Panel Members</b>
<b>COVID-19 Impact Area # 3</b>	<ol style="list-style-type: none"> <li>1. Angel Lerma, City of San Antonio, DHS</li> <li>2. Lori Zamora, City of San Antonio, DHS</li> <li>3. Katherine Pipoly, Workforce Solutions Alamo</li> <li>4. Elva Calvario, City of San Antonio, DHS</li> <li>5. Virginia Villalta, City of San Antonio, DHS</li> <li>6. Kathy Lacy, City of San Antonio, DHS</li> <li>7. Victoria Quintana, City of San Antonio, DHS</li> <li>8. <del>Kelly Rasti, City of San Antonio, DHS</del></li> </ol>

<b>Decreased access to STEM, STEAM, and Enrichment activities to support school readiness and long-term success.</b>	
<b>Priority</b>	<b>Panel Members</b>
<b>COVID-19 Impact Area # 4</b>	<ol style="list-style-type: none"> <li>1. Ashley Posten, United Way of San Antonio</li> <li>2. Michael Mitchell, City of San Antonio, DHS</li> <li>3. Sara Sharp, City of San Antonio, DHS</li> <li>4. Mark Larson, Region 20 – Early Matters</li> <li>5. Sandra Rodriguez, Workforce Solutions Alamo</li> <li>6. Brain Regnier, Big Sun Solar</li> <li>7. Michael Valdez, Student</li> <li>8. Linda Lopez George, San Antonio Youth Commission</li> <li>9. Jennifer Velasquez, City of San Antonio, DHS</li> <li>10. Avianca De La O, San Antonio Chamber of Commerce</li> </ol>

<b>Increased social isolation, anxiety, depression, and suicide in school age youth.</b>	
<b>Priority</b>	<b>Panel Members</b>
<b>COVID Impact Area #1</b>	<ol style="list-style-type: none"> <li>1. Jessie Higgins, City of San Antonio, SAMHD</li> <li>2. Vicki Hollon, Community Member</li> <li>3. Beth Pocta, Community Member</li> <li>4. Susy Romero, City of San Antonio, SAMHD</li> <li>5. Jessica Miller, Baptist Health System</li> </ol>

**Evaluation Committees - 23-24 ARPA RFP – Nonprofits, Older Adults, Youth and Mental Health  
(continued)**

<b>Programs providing diagnostic services for youth.</b>	
<b>Category</b>	<b>Panel Members</b>
<b>INTELLECTUAL &amp; DEVELOPMENTAL DISABILITY (IDD)</b>	<ol style="list-style-type: none"> <li>1. Jessie Higgins, City of San Antonio, SAMHD</li> <li>2. Vicki Hollon, Community Member</li> <li>3. Susy Romero, City of San Antonio, SAMHD</li> <li>4. Jessica Miller, Baptist Health System</li> <li>5. Susan Reilly, Community Member</li> </ol>

<b>Increased social isolation, anxiety, and depression in older adults.</b>	
<b>Priority</b>	<b>Panel Members</b>
<b>COVID Impact Area #2</b>	<ol style="list-style-type: none"> <li>1. Yolanda Perez, City of San Antonio, DHS</li> <li>2. Debra Colorado, City of San Antonio, DHS</li> <li>3. Chris Dawkins, City/County Joint Commission on Elderly Affairs</li> <li>4. Laura Cisneros, WellMed Medical Management, Inc.</li> <li>5. Lyn Kinton, City of San Antonio, Parks &amp; Recreation</li> <li>6. Mary “Leslie” Palmer, City Commission on Strengthening Family Well-being</li> </ol>

<b>Increased homeless population with mental health and substance use.</b>	
<b>Category</b>	<b>Panel Members</b>
<b>COVID Impact Area #3</b>	<ol style="list-style-type: none"> <li>1. Jessie Higgins, City of San Antonio, SAMHD</li> <li>2. Breanna Jaijairam, City of San Antonio, SAMHD</li> <li>3. Scott Ackerson, Prospera</li> <li><del>4. Katie Vela, SARAH</del></li> <li>5. Ramon Gonzales, City of San Antonio, DHS</li> <li>6. Elysia Hulings, City Commission on Strengthening Family Well-being</li> </ol>

<b>Address behavioral health problems in Bexar County where COVID-19 has exacerbated existing conditions.</b>	
<b>Category</b>	<b>Panel Members</b>
<b>COVID Impact Area #4</b>	<ol style="list-style-type: none"> <li>1. Jessie Higgins, City of San Antonio, SAMHD</li> <li>2. Vicki Hollon, Community Member</li> <li>3. Susy Romero, City of San Antonio, SAMHD</li> <li>4. Jessica Miller, Baptist Health System</li> <li>5. Rebecca Brune, Meadows Mental Health Policy Institute</li> </ol>