



ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposals– Radiology For San Antonio Fire Department Wellness Center

Solicitation Number: RFP 23-056; RFX 6100016942

Description: The City is seeking proposals from qualified Respondents that can provide chest x-rays with radiology reports, for uniform employees. The selected Respondent will play a key role in providing for the health and wellness of SAFD uniform employees. The selected Respondent will provide these services in a method that reflects the mission, vision, and goals of the SAFD wellness program. The ultimate goals/expectations of the City, and those that should be addressed in the proposal, include cost containment, time-savings, convenient location(s), and customer service.

Respondents shall be required to demonstrate the capacity to operate and staff at least one (1) facility for x-rays to serve employees, with the option of additional sites that are accessible to employees who are located at worksites throughout the City, either in a mobile clinic or satellite clinic setting.

Applicable Product Categories: 94897 X-Ray Services (Incl. Dental)

Date Issued: June 29, 2023

Due Date & Time: August 1, 2023, 11:00 a.m. Central Time

Pre-Submittal Conference: The conference will be held via a WebEx meeting at 9:00 a.m. Central Time on July 6, 2023. The Agenda is available through the SAePS Portal. Attendance is optional, but highly encouraged. Prospective Respondents may join the WebEx using the following instructions:

Join from the meeting link

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mfc11d618519e3115b039f53ddec3d3f>

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

Access Code: 2450 908 8153

Meeting Password: COSA

Staff Contact Person: Shelly Reynolds, Procurement Specialist III, [Shelly.Reynolds@sanantonio.gov](mailto:Shelly.Reynolds@sanantonio.gov)

Evaluation Committee Voting Members:

Christopher Monestier, Deputy Fire Chief, San Antonio Fire Department

Betsy Dose, Special Project Manager, San Antonio Fire Department

Noel Morones, Division Chief, San Antonio Fire Department

Ray Garza, District Fire Chief, San Antonio Fire Department

Noel Horan, Civilian Administrator, San Antonio Fire Department

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 RFP or proposal from the time the RFP 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 RFP 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 RFP to the Staff Contact Person listed below until 2:00 p.m., Central Time, on July 14, 2023. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Shelly Reynolds, Procurement Specialist III

City of San Antonio, Finance Department – Procurement Division

[Shelly.Reynolds@sanantonio.gov](mailto:Shelly.Reynolds@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.