

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals – 1305 Worker’s Compensation Health Care Network**

Solicitation Number: RFP 23-097; RFx 6100016969

Description: The City of San Antonio’s Office of Risk Management seeks respondents to provide Medical Cost Containment: The successful Respondent will have demonstrated experience in managing and reducing workers’ compensation costs for a large municipality, will consist of knowledgeable and experienced staff with appropriate Texas certifications, and provide for timely and proper claims processing with the control mechanisms in place to ensure appropriate and timely treatment to the injured worker and proper delivery of service from the medical provider. All workers’ compensation claims occurring on or after the effective date of a contract awarded pursuant to this RFP shall be considered a Network claim, with the exception of those employees who currently reside outside of the network service area and who do not elect to treat within the Network.

Applicable Product Categories: 91878 – Medical Consulting  
94848 – Health Care SVCS  
94874 – Professional Medical Services  
95856 – Health Care MGMT SVC  
95392 – Workers’ Compensation

**Date Issued: August 9, 2023**

**Due Date & Time: September 25, 2023, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on Tuesday, August 22, 2023, via WebEx. Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

Respondents may call the toll-free number listed below and enter access code to participate the day of the conference.

**Dial-In Number:** 1-415-655-0001 | **Access Code:** 2632 347 7386 | **Meeting Password:** Workers2023

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=mfe5827c0c23c09d45cc4f54e49692022>

Staff Contact Person: Gregory Desir, Procurement Specialist III, [Gregory.desir@sanantonio.gov](mailto:Gregory.desir@sanantonio.gov)

**Evaluation Committee Voting Members:**

Debra Ojo, Director, Office of Risk Management  
Renee Frieda, Director, Human Resources Department  
Noel Horan, Fire Civilian Administrator, San Antonio Fire Department  
Rick Riley, Assistant Police Director, San Antonio Police 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 **4:00 p.m., Central Time, on Friday, August 25, 2023**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail. Questions submitted and the City’s responses will be posted with this solicitation.

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

**To view this solicitation**, go to the SAePS portal; <https://supplierservice.sanantonio.gov/iri/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). Vendor Guides & Support can be accessed from this link:

<https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement/Resources/Guides-Support>

**TO REGISTER:** You will need to complete the vendor registration by accessing the SAePS Vendor Registration at

<https://www.sa.gov/Directory/Departments/Finance/About/Divisions/Procurement/Become-a-Vendor>.

Questions regarding registration may be submitted to Vendor Support 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.

