

## ADVERTISEMENT INFORMATION ONLY

### Solicitation Type and Name: **Request for Proposals – Opioid Settlement: Development of SUD/Harm Reduction Guidelines**

Solicitation Number: RFP 25-004; RFx 6100018538

Description: The San Antonio Metropolitan Health District is seeking a contractor to develop a comprehensive substance use disorder/harm reduction guideline aimed at addressing the current opioid crisis. This project will build upon the foundational research and groundwork laid by a separate harm reduction partner. The selected contractor will build off this work and craft clear and actionable language that effectively carvers out guidelines ensuring they are aligned with the latest research and best practices. Proposal should demonstrate expertise in substance use disorder/harm reduction strategies and policy development.

Applicable Product Categories: 92418 – Educational Services  
91803 - Alcohol and Drug Abuse Consulting  
95205 - Alcohol and Drug Detoxification, Including Rehabilitation)  
90783 - Testing Services

**Date Issued: December 9, 2024**

**Due Date & Time: **January 14, 2025**, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at 10:30 a.m., Central Time, on December 17, 2024. 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:** 2863 965 4574 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=md3f8b42442797dcb58e75b557c7e6263>

### **Evaluation Committee Voting Members:**

Adriana “Bianca” Cordero, Health Program Specialist, San Antonio Metropolitan Health District  
Barbara Jardine, Senior Management Analyst, San Antonio Metropolitan Health District  
Jessie Higgins, Chief Mental Health Officer, San Antonio Metropolitan Health District  
Sean Greene, Public Health Administrator, San Antonio Metropolitan Health District  
David Row, Outreach Manager, Department of Human Services



Pursuant to Section 011 – Restrictions 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 December 20, 2024**. 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.

**Gilberto J. Saldivar, Procurement Specialist III**  
**City of San Antonio, Finance Department – Procurement Division**  
[gilberto.saldivar@sanantonio.gov](mailto:gilberto.saldivar@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.

