

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Proposals Administration and Distribution of Implementation Grants.**

Solicitation Number: RFP 25-123; RFx 6100019218

Description: San Antonio Metropolitan Health District (Metro Health) invites applicants to submit proposals to distribute the Centers for Disease Control and Prevention (CDC) implementation grants, provide procurement services, and contract management. The vendor will redistribute funds received by Metro Health to organizations implementing initiatives to address key social drivers of health, specifically food insecurity, housing instability, and access to respectful health care (including prenatal care and mental and behavioral health services) in historically underserved communities.

Applicable Product Categories: 96258 – Professional Services

Date Issued: August 27, 2025

Due Date & Time: October 13, 2025, 11:00 a.m. Central Time

Pre-Submittal Conference: Pre-Submittal Conference will be held at 10:00 a.m., Central Time, on September 10, 2025, 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:** 2343 919 6109 | **Meeting Password:** COSA

Join from the meeting link:

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m574f64ea13566e09d7147fc274f4091f>

Evaluation Committee Voting Members:

Junda Woo, Medical Director, San Antonio Metropolitan Health District

Sean Greene, Public Health Administrator, San Antonio Metropolitan Health District

Sian Elmore, Public Health Administrator, San Antonio Metropolitan Health District

James McKenzie, Project Manager, Neighborhood and Housing Services Department

Bianca Cordero-Duenas, Senior Management Analyst, San Antonio Metropolitan Health District



The following restrictions on communications apply to City solicitations. 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 proposal/bid from the time the solicitation has been released until the contract is posted for consideration as an agenda item at a City Council "A" session or a City Manager Contract Approval Review meeting; 2) City employees from the time the proposal/bid has been released until the contract is approved at a City Council "A" session or a City Manager Contract Approval Review meeting.

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 September 15, 2025**. 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

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

