



## City of San Antonio

### ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications – On-Site Convenience Care and Wellness Clinic

Solicitation Number: RFQ 17-096, RFx 6100009371

Description: The City of San Antonio's Human Resources Department is looking for a vendor to provide effective management and administration of an onsite convenience care and wellness clinic to meet the needs of the City's employee base for Civilian employees. The respondent should provide a comprehensive, detailed description on how they would operate an onsite clinic, including any wellness components. The City is looking for your flexibility and creative ideas to assist the City with another asset to attract and retain a competitive workforce and enhancing our benefit program. Below are areas of consideration. This RFQ seeks to determine the depth and breadth of what is available to the City, to determine the cost to implement and maintain those programs, and to evaluate the possible savings and enhanced service opportunities available. There are no pre-conceived notions of what will define a successful proposal. Each proposal will be evaluated on its own merits. All proposals must clearly indicate any price reduction for bundled services as well as pricing bands for increased or decreased plan membership.

Applicable Product Categories: 95858 – Hospital Management Services  
95856 – Health Care Management Services

Date Issued: Tuesday, August 22, 2017

Due Date & Time: Tuesday, October 10, 2017, 11:00 a.m. Local Time

Pre-Submittal Conference: City of San Antonio, Finance Department, 11<sup>th</sup> Floor Hill Country Conference Room, 111 Soledad, San Antonio, Texas 78205 at 12:00 p.m., Central Time, on Friday, September 1, 2017.

Staff Contact Person: Tony Aguilar, Procurement Specialist III, [tony.aguilar@sanantonio.gov](mailto:tony.aguilar@sanantonio.gov).

#### Evaluation Committee Voting Members:

Ben Gorzell, Jr., Chief Financial Officer, City Manager's Office  
Maria Villa Gómez, Assistant City Manager, City Manager's Office  
Lori Steward, Director, Human Resources Department  
Dr. Colleen Bridge, Director, Metro Health Department  
Wanda Heard, Assistant Director, Human Resources Department  
Karen Koppers-Alviso, EMC Representative  
Dale Woodruff, RECOSA  
Kaye Whitcomb, Bexar County  
Flor D. Garcia, SAWS  
~~Rebecca Gonzalez, HEB~~  
SAPOA Representative

Pursuant to Section 011 – Restriction on Communications, Respondents are prohibited from communicating with: 1) elected City officials or the Corporation board, and their staff regarding the RFQ or proposals from the time the RFQ has been released until the contract is posted as a Corporation Board agenda item; and 2) City and Corporation Board employees from the time the RFQ has been released until the contract is awarded.

Exceptions to the Restrictions on Communications: Respondents may submit written questions concerning this RFQ to the Staff Contact Person listed below until 10:00 a.m., Local Time, on Wednesday, September 6, 2017. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Tony Aguilar, Procurement Specialist III  
City of San Antonio, Finance Department – Purchasing Division  
[tony.aguilar@sanantonio.gov](mailto:tony.aguilar@sanantonio.gov)

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

To view this solicitation, go to <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.

TO REGISTER: You will need to complete the vendor registration by accessing the SAePS Vendor Registration at  
Finance Department, Purchasing Division

PO Box 839966 ♦ San Antonio, TX 78283-3966 ♦ Tel: 210-207-5734

<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)

**Note:** After you have successfully registered, you will need to send an email to the staff contact person requesting to be added to the solicitation vendor distribution list.