

## ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: **Request for Qualifications – Nurse Staffing Services**

Solicitation Number: RFQ 25-133; RFx 6100019289

Description: The San Antonio Early Childhood Education Municipal Development Corporation, a Texas Municipal Development Corporation (referred to herein as the “Corporation” or “Pre-K 4 SA”) is seeking qualified firms to provide trained and licensed medical professionals to support pediatric health services at Corporation-identified sites. Services will supplement the Corporation's efforts to ensure student health, safety and well-being through direct medical care, screenings, consultation and related health support activities.

Applicable Product Categories: 94864 – Nursing Services

**Date Issued: January 5, 2026**

**Due Date & Time: February 13, 2026, 11:00 a.m. Central Time**

**Pre-Submittal Conference:** Pre-Submittal Conference will be held at **10:00 a.m., Central Time, on January 12, 2026**, 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:** 2347 976 0169 | **Meeting Password:** COSA

**Join from the meeting link:**

<https://sanantonio.webex.com/sanantonio/j.php?MTID=m36b6fa5bf40852d84541d8b1e6ba2ec9>

Staff Contact Person: Victor Costilla, Procurement Specialist III, [victor.costilla@sanantonio.gov](mailto:victor.costilla@sanantonio.gov)

**Evaluation Committee Voting Members:**

Paul Chapman, Chief Operating Officer, Pre-K 4 SA

Larissa Wilkinson, Deputy Chief Executive Officer, Pre-K 4 SA

Tonda Brown, Chief of Schools, Pre-K 4 SA

Nicolas Garcia, Program Manager, Pre-K 4 SA

Gina Apostolou, Head of School, Pre-K 4 SA

Nicole Balderas, Professional Learning Specialist, Pre-K 4 SA

**The following restrictions on communications apply to this solicitation. Respondents are prohibited from contacting 1) Corporation’s Chief Executive Officer and Board of Directors, regarding the RFQ or proposal from the time the RFQ has been released until the contract is posted for consideration as an agenda item during a meeting of the Corporation’s Board; and 2) Corporation employees (also classified as City employees) from the time the RFQ has been released until the contract is approved by the Corporation’s Board.**



Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFQ to the Staff Contact Person listed below until **4:00 p.m., Central Time, on January 15, 2026**. 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.

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

**For SAePS language -**

**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.

