



## **ADDENDUM I**

**SUBJECT:** Request for Qualifications, Nurse Staffing Services, (RFQ 25-133; RFx 6100019289), Scheduled to Open: Thursday, February 5, 2026; Date of Issue: Monday, January 5, 2026.

**FROM:** Stacey L. Czachor, NIGP-CPP, CPPB  
Procurement Manager

**DATE:** January 30, 2026

**THIS NOTICE SHALL SERVE AS ADDENDUM NO. I - TO THE ABOVE REFERENCED REQUEST FOR QUALIFICATIONS**

**THE ABOVE-MENTIONED REQUEST FOR QUALIFICATIONS IS HEREBY AMENDED AS FOLLOWS:**

1. Revise: The RFQ submission deadline has been extended to **February 13, 2026, at 11:00 a.m., Central Time.**
2. Revise: RFQ Section 004, Scope of Services, Staffing Requirements, updated.
3. Revise: RFQ Attachment A, Part Two, Experience, Background and Qualifications, updated Staffing Experience & Qualifications questions.
4. Revise: RFQ Attachment A, Part Three, Proposed Plan, updated Clinical Oversight questions and added informational fee schedule.

**QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, PRE-SUBMITTAL CONFERENCE:**

**Question 1:** How many different facilities?

**Response:** There are four (4) Pre-K 4 SA facilities.

**Question 2:** How many FTEs (full time nurses) are required?

**Response:** The number of nurses depends on our need at the time, being that we employ one (1) nurse at each center the most we would need at any given time is four (4), in a case that all of our nurses were unavailable.

**Question 3:** Are these your facilities?

**Response:** Yes, they are Pre-K 4 SA facilities. Gardendale is a partner site.

**Question 4:** So, if is understand this, it is only for PRN or temporary basis, not to fill a full-time role?

**Response:** It is for an as needed service. If a planned or unplanned vacancy arises for Pre-K 4 SA, we'd rely on the contracted service to fill in for the duration of the vacancy. We'd like to

use the vendor to deliver various trainings to our campus staff throughout the year along with hearing and vision screenings.

**Question 5:** Where are the facilities?

**Response:** These are the addresses of each of the Pre-K 4 SA facilities:

- North Education Center 3635 Medical Dr., San Antonio, TX 78229
- East Education Center, 5230 Eisenhauer Rd., San Antonio, TX 78218
- West Education Center, 1235 Historic Old Hwy 90 W, San Antonio, TX 78237
- South Education Center, 3510 S. W.W. White Rd. San Antonio, TX 78222

**Question 6:** Did you say we received copies of these slides?

**Response:** Yes, the Pre-Submittal Meeting presentation slides are uploaded to SAePS.

**Question 7:** How far in advance would the company know the Per Diem needs (e.g. two (2) weeks in advance, etc.)?

**Response:** Two (2) weeks is the standard time frame for notification of the need though there may be a need for emergency or last-minute requests.

**Question 8:** Section 005 states that the "Respondent shall pay all royalties and licensing fees" for intellectual property - what does this encompass?

**Response:** This is not applicable to this effort.

**Question 9:** Can SBEDA agency propose as prime, and also be a sub on another proposal?

**Response:** Yes, a SBEDA eligible firm can submit their own bid as a prime contractor and be listed as a subcontractor on another firm's utilization plan.

**Question 10:** What is the estimated amount of this contract?

**Response:** Pre-K 4 SA has budget parameters of approximately \$300,000; however, this amount does not represent a guaranteed or minimum expenditure. Actual spending will be based on need and will be internally controlled and approved by Pre-K 4 SA.

**Question 11:** Staffing requirements on page 4 make reference to a Physician for access. Please clarify if vendor is to provide the Physician in addition to the nursing staff? If vendor is required to provide the Physician, please explain how vendor should price for this service?

**Response:** The vendor is not required to provide a physician. Because this question centers around pricing, this would be sent in the addendum.

**Question 12:** Have you issued an RFP in the past to cover these services?

**Response:** Yes, these services were previously solicited through a Request for Proposals.

**Question 13:** Do you recall last year how many days you needed assistance?

**Response:** Out of 187 school days, we required service for about half of the school days. This was because a nurse was out on extended leave for that amount of time.

**Question 14:** You have four (4) locations, with each having a full-time nurse, would our services only be to provide PRN coverage as needed if all four were unavailable?

**Response:** The vendor would provide coverage for anyone one (1) site at any time. Rarely would the vendor need to provide a nurse to each center for coverage, but that may happen.

**Question 15:** We are not actually providing four (4) nurses; we are only providing a backup? We could be on standby for six (6) months and not have to provide assistance.

**Response:** Yes, this is a possibility.

**Question 16:** I had some connectivity issues in the beginning of the presentation and missed the first five (5) slides, will I be able to access this presentation somewhere?

**Response:** The slides are available in SAePS.

**Question 17:** Will all the questions (and answers) emailed to Victor be public?

**Response:** Yes, all questions will be responded to via addendum.

**Question 18:** For reference letters, would you accept past performance letters?

**Response:** Yes, past performance letters are acceptable.

**Question 19:** The \$2.4 million, is that for the company owner's personal net worth or for the company's as well?

**Response:** The \$2.047 Personal Net Worth threshold refers to the majority owner(s) personal net worth. This does not pertain to the company's net worth. Please note that the personal net worth attestation is required only for SBEDA eligibility. All firms, regardless of SBEDA eligibility, can bid on the solicitation. For assistance in calculating the personal net worth, please use the Department of Transportation's Personal Net Worth Statement form. [\*\*Personal Net Worth Statement\*\*](#)

**Question 20:** Do you have a records management system already or will the vendor be responsible to provide its own system?

**Response:** Pre-K 4 SA has its own records management system.

**Question 21:** Is this primarily for per diem needs?

**Response:** It is for an "as needed" services. If a planned or unplanned vacancy arises for Pre-K 4 SA, we rely on the contracted service to fill in for the duration of the vacancy. We'd also like to use the vendor to deliver various trainings to our campus staff throughout the year along with hearing and vision screenings.

**Question 22:** Will RNs be expected to cover multiple sites as needed, or only the one clinic location they are assigned to?

**Response:** Nursing services are anticipated to be primarily per diem. However, in the event of a longer-term temporary need, services may be utilized for the applicable period. Nurses may be required to provide coverage at more than one site as operational needs arise. While each campus is typically staffed with one nurse, circumstances may require additional coverage across multiple campuses.

#### **QUESTIONS SUBMITTED IN ACCORDANCE WITH SECTION 011, RESTRICTIONS ON COMMUNICATIONS**

**Question 23:** Can you please clarify the following requirement? Provide access to a physician licensed in the State of Texas to serve in a delegated authority role. Will this physician also be hired on as a full-time contractor?

**Response:** No, this physician will not be hired as a full-time contractor.

**Question 24:** Will the corporation provide the contractor the system to generate the health and medical records?

**Response:** Yes, the corporation will provide the system to generate the health and medical records.

**Question 25:** Will corporation provide all medical supplies to perform job duties?

**Response:** Yes, the corporation will provide all medical supplies to perform job duties.

**Question 26:** Will all of the corporation identified sites be in San Antonio?

**Response:** Yes, all of the corporation sites will be in San Antonio.

**Question 27:** Will the contractor be required to supply any brick-and-mortar site for use in this RFP?

**Response:** No, the contractor will not be required to supply any brick-and mortar sites for this RFQ.

**Question 28:** Is there an estimated annual or total contract value associated with this RFQ?

**Response:** Pre-K 4 SA has budget parameters of approximately \$300,000; however, this amount does not represent a guaranteed or minimum expenditure. Actual spending will be based on need and will be internally controlled and approved by Pre-K 4 SA.

**Question 29:** Which Pre-K 4 SA facilities are anticipated to utilize services under this contract, and are there any primary or higher-volume locations?

**Response:** All four (4) locations may be utilized. There are not primary or higher volume locations as health needs are consistent throughout all four (4) centers.

**Question 30:** Are there current incumbent vendors providing RN and/or LVN staffing services for this scope of work?

**Response:** Yes, there is an incumbent vendor.

**Question 31:** Approximately how many Registered Nurses (RNs) and Licensed Vocational Nurses (LVNs) are currently engaged for this type of service?

**Response:** We have only had RNs serve in this capacity and have four (4) FTE RNs for our program. Ideally, the vendor would have four (4) nurses ready to provide in the worst-case scenario all four (4) nurses are out on one (1) day.

**Question 32:** Are there existing or historical bill rates for RN and LVN services that can be shared for reference purposes?

**Response:** This is not something we can provide at this time.

**Question 33:** Additionally, we did not identify a pricing sheet within the RFQ attachments or any pricing line items in SAP. Please confirm whether pricing is not required as part of the response to this RFQ.

**Response:** RFQ Attachment A, Part Three, Proposed Plan, has been revised to include an informational fee schedule.

**Question 34:** Is this a new contract or renewal of an existing contract?

**Response:** We have a current contract. This is a re-solicitation.

**Question 35:** If there is an existing contract, could you please share the names of the current vendors and their pricing?

**Response:** The incumbent is Assessment Intervention Management LLC (AIM). Historic pricing cannot be included at this time.

**Question 36:** In order to be considered responsive for this solicitation, is it mandatory to bid on all positions?

**Response:** Yes, it is mandatory to bid on all positions.

**Question 37:** What is the estimated budget for this contract?

**Response:** Pre-K 4 SA has budget parameters of approximately \$300,000; however, this amount does not represent a guaranteed or minimum expenditure. Actual spending will be based on need and will be internally controlled and approved by Pre-K 4 SA.

**Question 38:** Is it mandatory to subcontract?

**Response:** If your firm is not a SBEDA eligible SBE, you will need to subcontract 8% of the project scope to a SBEDA eligible SBE or submit a Contracting Goal Waiver Request Form. However, please note that the Waiver form is subject to approval. If your firm is a SBEDA Eligible firm, you will not need to subcontract since you meet the SBE subcontracting goal via self-performance.

**Question 39:** Could you please provide information on the daily duration of shifts required for the necessary professions? For example, the number of hours per day?

**Response:** The schedule nurses have is from 7:00 a.m. – 3:30 p.m., Monday – Friday, with a 30-minute lunch within that time.

**Question 40:** The RFP is looking for Nursing Staff, but early on in the RFP, it indicates the following Provide access to a physician licensed in the State of Texas to serve in a delegated authority role (except for nonprofit professional associations exempted by law).

- Physicians must demonstrate competence in broad primary care and triage, with confidence in independent assessment and treatment in fast-paced settings.
- Preference will be given to physicians who are board certified/eligible in one of the following:
  - Family Medicine
  - Preventive Medicine
  - Emergency Medicine
  - Internal Medicine
  - Pediatrics

I question is "are we looking to hire a full-time physician" or how would these nurses have "access to a Physician if he was not on staff?"

**Response:** We are not looking for a vendor to hire a full-time physician. Pre-K 4 SA would provide the access.

**Question 41:** Would you be able to provide an estimated volume of needs for this RFP, as well as a list of job titles?

**Response:** The request for coverage can come at any time, but these are typically planned when a campus nurse is planning to be off campus. The volume for coverage can be anywhere from one (1) to four (4) nurses on any given day. Job titles needed are: Registered Nurses.

**Question 42:** Who is the incumbent?

**Response:** The incumbent is AIM.

**Question 43:** What is the previous contract spend?

**Response:** We cannot include that at this time.

**Question 44:** Are there any pain points with the incumbent?

**Response:** While we don't have "pain points" we are seeking a vendor who is reliable and can provide us with registered nurses at any given time when the need arises.

**Question 45:** Are there formatting requirements for proposal submission (font size, page limits, graphics allowed, etc.)?

**Response:** While there aren't any formatting requirements in terms of font size, page limits or graphics allowed, we do ask that respondents utilize RFQ Attachment I, Proposal Checklist to ensure documents are named and submitted in the identified order listed in the solicitation.

**Question 46:** Is there an estimated number of FTEs for this work?

**Response:** We have only had RNs serve in this capacity and have 4 FTE RNs for our program. Ideally, the vendor would have four (4) nurses ready to provide in the worst-case scenario all four (4) nurses are out on one (1) day.

**Question 47:** Does the corporation have a records management system, or will that need to be supplied by the vendor?

**Response:** The corporation would provide the records management system and provide access.

**Question 48:** Under the "Intellectual Property" Section 005, at the top of page 5, "Respondent shall pay all royalties and licensing fees" – what are these fees in reference to?

**Response:** This is not applicable to this effort.

**Question 49:** Will past Performance Questionnaires (PPQs) be accepted in lieu of a reference letter?

**Response:** Yes, these are acceptable.

**Question 50:** What would be the number of awards you intend to give (approximate number)?

**Response:** The City intends to award one (1) contract, as a result of this solicitation.

**Question 51:** What are the estimated funds that are estimated to be allocated for this contract?

**Response:** The total estimated budget for this solicitation is \$300,000 for the initial and renewal years.

**Question 52:** What is the tentative start date of this engagement?

**Response:** The contract shall begin upon the approval of the Corporation Board awarding the contract or July 1, 2026, whichever is later.

**Question 53:** What is the work location of the proposed candidates?

**Response:** They would work at any of our four (4) locations. Addresses are listed below.

- North Education Center 3635 Medical Dr., San Antonio, TX 78229
- East Education Center, 5230 Eisenhauer Rd., San Antonio, TX 78218
- West Education Center, 1235 Historic Old Hwy 90 W, San Antonio, TX 78237
- South Education Center, 3510 S. W.W. White Rd. San Antonio, TX 78222

**Question 54:** Is this a new contract or are there any incumbents? If there is an incumbent, could you please let us know the incumbent name and pricing and are the incumbents eligible to submit the proposal again?

**Response:** The incumbent is AIM Assessment Intervention Management LLC; Pricing cannot be included at this time.

**Question 55:** Are there any pain points or issues with the current vendor(s)?  
**Response:** While we don't have "pain points" we are seeking a vendor who is reliable and can provide us with registered nurses at any given time when the need arises.

**Question 56:** Could you please share the previous spending on this contract, if any?  
**Response:** We cannot provide this at this time.

**Question 57:** Is there any mandatory subcontracting requirement for this contract? If yes, Is there any specific goal for the subcontracting?  
**Response:** Yes, there is a mandatory SBE Contracting Program goal. If your firm is not a SBEDA eligible SBE, you will need to subcontract 8% of the project scope to a SBEDA eligible SBE or submit a Contracting Goal Waiver Request Form. However, please note that the Waiver form is subject to approval. If your firm is a SBEDA Eligible firm, you will not need to subcontract since you meet the SBE subcontracting goal via self-performance.

**Question 58:** How many positions were used in the previous contract (approximate)?  
**Response:** There were four (4) positions in the previous contract.

**Question 59:** How many positions will be required per year or throughout the contract term?  
**Response:** Ideally, the vendor would have four (4) nurses ready to provide in the worst-case scenario all (four) 4 nurses are out on one (1) day.

**Question 60:** If the resources we provide at the time of proposal submission are not available at the time of a potential contract award could vendors replace them with equally qualified resources?  
**Response:** No.

**Question 61:** Can we provide hourly rate ranges in the price proposal?  
**Response:** Yes, within the proposed plan.

**Question 62:** Will the County (Pre-K 4 SA) allow mid-contract price adjustments (e.g., for agency fees or wage rates) during the three-year term, and if so, under what conditions?  
**Response:** The total contract amount has been determined for the life of the contract. Any adjustments to price, regardless of mechanism, may be negotiated with the recommended contractor and must be within the total contract amount budgeted by Pre-K 4 SA for the life of the contract, including optional renewal years.

**Question 63:** If adjustments are permitted, is there a specified mechanism (e.g., annual review, CPI-based increase, or mutual negotiation) that governs such changes?  
**Response:** The total contract amount has been determined for the life of the contract. Any adjustments to price, regardless of mechanism, may be negotiated with the recommended contractor and must be within the total contract amount budgeted by Pre-K 4 SA for the life of the contract, including optional renewal years.

**Question 64:** Should the initial proposal reflect fixed pricing for the entire term, or can adjustments be proposed in advance as part of the contract?  
**Response:** Yes. Initial proposal should reflect pricing for the entire term.

**Question 65:** Is it entirely onsite work or can it be done remotely to some extent / Does the services need to be delivered onsite or is there a possibility for remote operations and performance?

**Response:** This requires on-site nursing/medical services to children. Remote is not an option.

**Question 66:** Are resumes required at the time of proposal submission? If yes, Do we need to submit the actual resumes for proposed candidates or can we submit the sample resumes?

**Response:** Yes. Please submit actual resumes.

**Question 67:** Could you please provide the list of holidays?

**Response:** Pre-K follows the City of San Antonio's holiday schedule, but also has an alternate schedule. Holidays where children are not on site in 2026 are: MLK, President's Day (Feb 16, Cesar Chavez Day (March 31), Fiesta Jacinto (April 24), Memorial Day (May 25), Independence Day (July 3), and Labor Day (Sept. 7). Fiscal year 26-27 does not begin until October 1 so holidays after that day have not been published.

**Question 68:** Are there any mandated Paid Time Off, Vacation, etc.?

**Response:** No.

**Question 69:** Does this RFP require a percentage of the award to be with an SBEDA firm?

**Response:** Yes, there is a mandatory SBE Contracting Program goal. If your firm is not a SBEDA eligible SBE, you will need to subcontract 8% of the project scope to a SBEDA eligible SBE or submit a Contracting Goal Waiver Request Form. However, please note that the Waiver form is subject to approval. If your firm is a SBEDA Eligible firm, you will not need to subcontract since you meet the SBE subcontracting goal via self-performance.

**Question 70:** Are you able to share what the potential annual spend will be for this award, or historical spend for 2025, or 2024?

**Response:** We cannot provide this at this time.

**Question 71:** Can you provide historical date from 2025 or 2024 on the number of RNs or LVNS, requested in the past year?

**Response:** Four (4) were requested throughout those years at various times. It seems like a small number, but we like to keep the same contracted nurses at our facilities for continuity with our children and staff.

**Question 72:** Are you requesting any pricing to be provided in our response?

**Response:** RFQ Attachment A, Part Three, Proposed Plan, has been revised to include an informational fee schedule.

**Question 73:** The RFQ requires RNs/LVNs and access to a TX-licensed physician for delegated authority. Should physician services be included and priced by vendors, or is physician oversight provided by the City?

**Response:** We are not looking for a vendor to hire a full-time physician. Pre-K 4 SA would provide the access.

**Question 74:** For physician delegated authority requirements please clarify the expected level of involvement (e.g., medical oversight, standing orders, on-call consultation or direct clinical coverage) and whether these services must be included in vendor pricing?

**Response:** We are not looking for a vendor to hire a full-time physician. Pre-K 4 SA would provide the access and would complete the referral to physician process.

**Question 75:** If awarded will the City allow limited contract redlines during agreement negotiations, or must vendors accept the agreement as issued without modification?

**Response:** The City may allow limited contract redlines during agreement negotiations after the vendor is selected based upon responses. The solicitation document includes terms that the City deems critical and/or non-negotiable to the delivery of services.

**Question 76:** Does this RFQ require a percentage of the award to be with an SBEDA firm? If so, please clarify.

**Response:** Yes, there is a mandatory SBE Contracting Program goal. If your firm is not a SBEDA eligible SBE, you will need to subcontract 8% of the project scope to a SBEDA eligible SBE or submit a Contracting Goal Waiver Request Form. However, please note that the Waiver form is subject to approval. If your firm is a SBEDA Eligible firm, you will not need to subcontract since you meet the SBE subcontracting goal via self-performance.

**Question 77:** Will this be a single award or multiple awards?

**Response:** The City intends to award one (1) contract, as a result of this solicitation.

**Question 78:** What are your current hourly bill rates by classification?

**Response:** We cannot provide this at this time.

**Question 79:** What were your hours of usage by each classification for the last 12 months?

**Response:** We cannot provide this at this time.

**Question 80:** What was the annual spend for this contract over the last 24 months?

**Response:** We cannot provide this at this time.

**Question 81:** Is there a budget range or expected utilization/volume (e.g., hours per site, number of students, average daily coverage)?

**Response:** Pre-K 4 SA has budget parameters of approximately \$300,000; however, this amount does not represent a guaranteed or minimum expenditure. Actual spending will be based on need and will be internally controlled and approved by Pre-K 4 SA.

**Question 82:** Is subcontracting required?

**Response:** Yes, there is a mandatory SBE Contracting Program goal. If your firm is not a SBEDA eligible SBE, you will need to subcontract 8% of the project scope to a SBEDA eligible SBE or submit a Contracting Goal Waiver Request Form. However, please note that the Waiver form is subject to approval. If your firm is a SBEDA Eligible firm, you will not need to subcontract since you meet the SBE subcontracting goal via self-performance.

**Question 83:** Beyond RNs/LVNs, are other roles contemplated (e.g., medical assistants, school health aides)?

**Response:** No, there are additional roles contemplated.

**Question 84:** What student-to-nurse ratios, site census, and typical acuity should we plan for?

**Response:** One (1) nurse per approximately 500 students. Not all 500 students have daily needs such as inhalers, daily meds etc. All children are accompanied by an adult to the clinic. Needs range from daily medication, short-term medication, accidental slips requiring nursing care and other infant, toddler, 3- and 4-year-old injuries.

**Question 85:** For the physician delegated-authority role, please clarify expected availability (on-site vs on-call), standing orders, documentation and oversight requirements.

**Response:** We are not looking for a vendor to hire a full-time physician. Pre-K 4 SA would provide the access.

**Question 86:** Are vendors expected to provide Stop the Bleed or other emergency-preparedness training (audience, frequency, and certification standards) or will vendor staff teach the training provided by City of San Antonio?

**Response:** This would be a combination of both. We'd like the vendor to train our staff and assist with delivering Stop the Bleed and other emergency-preparedness training to all campuses.

**Question 87:** Are orientation hours billable?

**Response:** Yes, orientation hours are billable.

**Question 88:** Can you provide the number and locations of Pre-K 4 SA centers, hours/calendar, coverage for field trips and special events, and summer programming?

**Response:** Here are the addresses:

- North Education Center 3635 Medical Dr., San Antonio, TX 78229
- East Education Center, 5230 Eisenhauer Rd., San Antonio, TX 78218
- West Education Center, 1235 Historic Old Hwy 90 W, San Antonio, TX 78237
- South Education Center, 3510 S. W.W. White Rd. San Antonio, TX 78222

Summer schedule is typically June 1 – July 31 and children are not on site; however, vendor may be called to help deliver training(s) during that time. Field trip and special events schedules are not set as they are planned throughout the year. Vendor will be included on these processes during that time.

**Question 89:** Invoicing and payment: Can you please provide preferred invoice format, approval workflow, payment terms, and timekeeping expectations or integrations?

**Response:** The expectation is to submit a monthly invoice with proposed charges. Approval workflow for the corporation includes reconciling invoice with the vendor to ensure all dates and times are submitted correctly. If there are discrepancies, vendor and corporation will talk through those together to verify correct invoice is submitted. Once reconciled together, invoices are approved through City of San Antonio/Pre-K processes and payment will be submitted within 30 days of receipt. All invoices must be sent to [accounts.payable@Sanantonio.gov](mailto:accounts.payable@Sanantonio.gov).

**Question 90:** Regarding insurance on page 19, which lines of coverage would the City like to be listed as an additional insured on?

**Response:** Per RFQ Exhibit 2, Insurance Requirements, if awarded the contract the City requires that the Certificate of Insurance be labeled with the legal name of the contract in the Description of Operations block (for all lines of coverage).

**Question 91:** Do vendors need to provide any supplies?

**Response:** No, vendors do not need to provide any supplies.

**Question 92:** Do we need to store or transport any supplies? If yes, what needs to be transported and what supplies are needed?

**Response:** No, vendors do not need to store or transport any supplies.

**Question 93:** How will vendors be notified of award?

**Response:** The recommended vendor will receive a letter from the City of San Antonio / Pre-K 4 SA, via email, advising that they have been recommended for award. Once the Pre-K 4 SA Corporation Board has approved the award of the contract, the vendor will receive a subsequent award letter.

**Question 94:** Will references be contacted via email or phone?

**Response:** Reference may be contacted via email and/or telephone.

**Question 95:** Can vendors take exceptions or suggest changes to any language or contract requirements?

**Response:** The City may allow limited contract redlines during agreement negotiations after the vendor is selected based upon responses. The solicitation document includes terms that the City deems critical and/or non-negotiable to the delivery of services.

**Question 96:** If contract changes or exceptions are made, will they impact our score or possibility of being awarded?

**Response:** Yes, the City seeks to contract with respondents willing and able to accept the terms and conditions included in the RFQ. The solicitation document includes terms that the City deems critical and/or non-negotiable to the delivery of services.

**Question 97:** Will vendors be required to transmit or store Personally Identifiable Information on their own technology platform?

**Response:** No, vendors will not be required to transmit or store Personally Identifiable Information on their own technology platform.

**Question 98:** Will the vendor be expected to use their own technology platform or the City's?

**Response:** The vendor will use the city's technology platform.

**Question 99:** Can an emailed copy be a substitute for a USB copy?

**Response:** As noted in RFQ Section 008 – Proposal Requirements, responses must be submitted electronically through the San Antonio e-Procurement System (SAePS). Emailed or USB copies will not be accepted. The City of San Antonio's SAePS Vendor Registration must be completed to view the solicitation and submit a response. Go to the SAePS portal; <https://supplierservice.sanantonio.gov/irj/portal>.

**Question 100:** Are all onsite medical professionals required to hold an active Texas license at the time of proposal submission, or only at contract start?

**Response:** By start of contract.

**Question 101:** Will the Corporation accept out-of-state licensed providers if Texas licensure is obtained prior to service delivery?

**Response:** Registered Nurses must be licensed in the State of Texas prior to service delivery.

**Question 102:** Is temporary, compact, or provisional licensure acceptable for any roles?

**Response:** No, temporary compact or provisional licensure is not acceptable for any roles.

**Question 103:** Will psychiatric/behavioral health services be included or permitted within the scope?

**Response:** No, the scope of this RFQ is limited to nursing services.

**Question 104:** Are PMHNPs recognized as acceptable providers for pediatric mental/behavioral health support under this contract?

**Response:** The scope of this RFQ is limited to nursing services.

**Question 105:** Is a Texas-licensed physician medical director required?

**Response:** The vendor does not need to provide a medical director.

**Question 106:** If so, is Pre-K 4 SA providing medical oversight, or must the contractor supply it?

**Response:** During the time of service, the contracted nurse would provide medical oversight as the medical professional on the campus.

**Question 107:** Are contractors permitted to use locum or contract staff?

**Response:** Because of our security clearance procedures to have staff on campus with children, we do not permit sub-contractors.

**Question 108:** Does Pre-K 4 SA currently have mental health or behavioral health services onsite?

**Response:** Yes, provided on site.

**Question 109:** Is there interest in integrated pediatric–behavioral health care?

**Response:** No, the scope of this RFQ is limited to nursing services.

**Question 110:** Are referrals made to external behavioral health providers, and who manages follow-up?

**Response:** Yes. Pre-K 4 SA manages the follow up, but coordination between contracted nurses and Pre-K 4 SA nursing staff is essential.

**Question 111:** Are providers allowed to use their own clinical systems?

**Response:** Vendors will follow the Pre-K 4 SA clinical systems.

**Question 112:** Is telehealth permitted for any services?

**Response:** No, telehealth is not permitted for any services.

**Question 113:** Would the Corporation consider a prime contractor with subcontractors?

**Response:** Yes, there is a mandatory SBE Contracting Program goal. If your firm is not a SBEDA eligible SBE, you will need to subcontract 8% of the project scope to a SBEDA eligible SBE or submit a Contracting Goal Waiver Request Form. However, please note that the Waiver form is subject to approval. If your firm is a SBEDA Eligible firm, you will not need to subcontract since you meet the SBE subcontracting goal via self-performance.

**Question 114:** Are joint ventures or team proposals allowed?

**Response:** Yes, joint venture entities are allowed to submit a bid as such. They must submit the Joint Venture Entity Commitment form in addition to the Utilization Plan form. If the contract is awarded, the Joint Venture Entity must register with the Texas Secretary of State to conduct business. For more information on the Joint Venture Program API, please see the [2024 SBEDA Ordinance](#).

**Question 115:** Are there any aggregated historical metrics available (i.e., annual volumes, average monthly workload, or surge periods) that industry can use for planning purposes?

**Response:** The need for a nurse can happen at any time. Like most peak seasons, winter months

of November – February are usually higher with flu. The average monthly workload will vary and is all based on serving children.

**Question 116:** Are there any benchmarks or target outcomes that define acceptable performance?  
**Response:** These will be talked through during the times service is provided.

**Question 117:** Will performance feedback be provided on a routine basis or only when deficiencies are identified?  
**Response:** Feedback will be provided on a routine basis.

**Question 118:** Is there a process for the contractor to address or clarify performance concerns raised by the CEO or designee?  
**Response:** Yes. Addressing concerns with the contract owner is the 1<sup>st</sup> step. This person will be the main point of contact when concerns are raised.

**Question 119:** Is there an incumbent? If yes, please provide name.  
**Response:** Yes, the incumbent is AIM Assessment Intervention Management LLC.

**Question 120:** To help ensure continuity and avoid disruption, how far in advance are contractors usually notified about renewal decisions?  
**Response:** Contractors are notified about renewal decisions two to three months in advance of the renewal.



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