



CITY OF SAN ANTONIO

FINANCE DEPARTMENT – PURCHASING DIVISION

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposals – Rural Child Care Services

Solicitation Number: RFP 13-078, 6100003179

Description: The Department of Human Services (City) is seeking an agency to provide rural child care services that include client services for all eleven (11) rural areas of Atascosa, Bandera, Comal, Frio, Gillespie, Guadalupe, Karnes, Kendall, Kerr, Medina, and Wilson counties for an anticipated amount of \$574,452.00 annually. Client services will include determining and documenting eligibility, including recertification's, coordination with Texas Department of Family and Protective Services (DFPS) on referrals and terminations for Child Protective Services (CPS) child care, referrals of parents to other workforce services offered in the career centers, promote consumer education, and provide workforce related child care in Workforce Solutions Alamo (WSA) Career Centers.

Applicable Product Categories: 95822, Child Care Center Management and Operation Services

Date Issued: July 22, 2013

Due Date & Time: August 6, 2013 at 2:00 p.m. CST

Pre-Submittal Conference: City of San Antonio, Finance Department – Purchasing Division, 11th Floor Large Conference Room, 111 Soledad, San Antonio, Texas 78205 at 10:00 a.m., Central Time, on Tuesday, July 30, 2013.

Staff Contact Person: Laura Sambrano, Procurement Specialist III, laura.sambrano@sanantonio.gov

Evaluation Committee Voting Members:

Gloria Hurtado, Assistant City Manager, Office of the City Manager
Melody Woosley, Interim Director, Department of Human Services
Edward Gonzales, Assistant Director, Department of Human Services
Lynn Stewart, Social Services Manager – CCS, Department of Human Services
Rebecca Cervantez, Executive Director, AVANCE

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

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFP to the Staff Contact Person listed below until **10:00 a.m.**, Local Time, on **July 31, 2013**. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Laura Sambrano, Procurement Specialist III
City of San Antonio, Finance Department – Purchasing Division
laura.sambrano@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 <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

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.