



CITY OF SAN ANTONIO

FINANCE DEPARTMENT – PURCHASING DIVISION

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: RFP Voluntary Dental & Third Party Administrative Services

Solicitation Number: 6100001478

Description: The City of San Antonio, Human Resources Department (hereinafter referred to as “City”) is seeking proposals from organizations (hereinafter referred to as “Respondent”) qualified to provide and administer a self-funded Dental Preferred Provider Organization (PPO) Plan and a fully insured Dental HMO.

Dental benefits are offered to the City’s non-uniformed employees and eligible dependents as a flex option within their cafeteria benefits plan. Currently, the City offers two dental plans which include a self-funded PPO plan and a DHMO fully insured plan. The City’s plan is based on a calendar year basis to approximately **6,071** full time non-uniformed employees as well as COBRA participants who may elect to participate in the dental coverage. The program is voluntary participation and employee pays 100% of premium contribution.

Applicable Product Categories: 95348, 95861

Date Issued: MAY 25, 2012

Bid Due Date & Time: JUNE 26, 2012, 2:00 p.m.

Pre-Submittal Conference: Conference room at Purchasing Division, Riverview Towers, 111 Soledad, Suite 1100, San Antonio, Texas 78205, at 10:00 am, Local Time, on June 12, 2012. Respondents that are not able to attend in person may participate by Conference Call. Respondents may call the toll free number listed below and enter access code to participate the day of the conference.

Toll Free Dial-In Number: (877) 226-9790

Access Code: 4511640

Staff Contact Person: Marilyn Timlake, Procurement Manager, marilyn.timlake@sanantonio.gov

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_intro.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.