



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Proposals – Self-Insured Workers' Compensation Third Party Claims Administration, Related Services & Claims Administration Software

Solicitation Number: RFP 16-015, 6100007665

Description:

The City of San Antonio ("City"), is seeking a contract with a Workers' Compensation Third Party Administrator ("TPA" herein) for workers' compensation claims administration and related cost containment services. The scope of the work encompasses all aspects of City operations and requires extensive experience in workers' compensation, medical cost containment and knowledge of Workers' Compensation Healthcare Network. Respondent shall provide the necessary related services to include, but not limited to: Compliance with all Texas Department of Insurance, Division of Workers' Compensation claims handling requirements; Case Management Services; Medical Cost Containment Services; Pharmacy Benefit Management (PBM); and Private Investigative Services. The City reserves the right to bundle and unbundle services proposed in this RFP. Respondent should anticipate the City may pursue, outside this RFP, a workers' compensation healthcare network certified by the Texas Department of Insurance, Division of Workers' Compensation (TDI-DWC).

Applicable Product Categories: 95861 – Insurance & Risk Management Services
 91878 – Medical Consulting
 96224 – Courier/Delivery Services
 95352 – Insurance & Insurance Services
 99052 – Investigative Services

Date Issued: Friday, June 10, 2016

Due Date & Time: Wednesday, July 13, 2016, at 11:00 A.M. CST

Pre-Submittal Conference: Frost Bank Building, 18th Floor, Alamo Conference Room, 100 West Houston, Suite 1800, San Antonio, Texas 78205 at 2:00 p.m., Local Time, on Wednesday, June 22, 2016. Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

Staff Contact Person: Charisma Esparza, Procurement Specialist III, Charisma.Esparza@sanantonio.gov.

Evaluation Committee Voting Members:

Ben Gorzell, Chief Financial Officer, City Manager's Office
Troy Elliott, CPA, Director, Finance Department
Debra Ojo, Assistant Finance Director, Finance Department
Noel Horan, Assistant to the Director, SAFD
Steven Baum, Assistant Director, SAPD
Wanda Heard, Assistant Director, Human Resources

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 4:00 p.m., Local Time, on Friday, June 24, 2016. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail.

Charisma Esparza, Procurement Specialist III
City of San Antonio, Finance Department – Purchasing Division
Charisma.Esparza@sanantonio.gov

Questions submitted and the City's responses will be posted with this solicitation on the City of Antonio's Bidding and Contracting Portal.

To view this solicitation, go to <https://supplierservice.sanantonio.gov/irj/portal>.