



City of San Antonio

ADVERTISEMENT INFORMATION ONLY

Solicitation Type and Name: Request for Qualifications – Class D Pharmacy Management

Solicitation Number: RFQ 16-091, 6100007736

Description:

The San Antonio Metropolitan Health District (Metro Health) is accepting proposals from qualified Respondents to provide supervision and management of Metro Health's Class D pharmacy. Scope includes, ensuring that the Pharmacy is in compliance with all applicable federal, state and local laws and requirements as well as with the Metro Health Pharmacy Policy. Responsibilities would include; Staffing, Compliance, Medication Management, Medication Preparations, Labeling and Dispensing, Consultation and Training, and additional duties as mutually agreed upon by Metro Health and pharmacy provider.

Applicable Product Categories: 94872

Date Issued: August 10, 2016

Bid Due Date & Time: September 9, 2016 @ 11:00 A.M. CST

Pre-Submittal Conference: City of San Antonio Finance Department – Purchasing Division, Large Conference room, Riverview Towers, 111 Soledad, 11th floor, San Antonio, Texas 78205 at 1:30 P.M. CST, on August 22, 2016 @ 10:00 A.M. CST.

Staff Contact Person: Tony Aguilar, Procurement Specialist III City of San Antonio, Finance Department – Purchasing Division tony.aguilar@sanantonio.gov

Evaluation Committee Voting Members:

Dr. Junda Woo, Medical Director, Health Department

Cara Hausler, Community Health Senior Analyst & School Liaison, Health Department

Rita Espinosa, Chief of Epidemiology, Health Department

Paul Fenstermacher, Operations- Assistant to the Director, Health Department

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

Exceptions to the Restrictions on Communications:

Respondents may submit written questions concerning this RFQ to the Staff Contact Person listed below until 10:00 A.M., CST, on August 24, 2016. Questions received after the stated deadline will not be answered. All questions shall be sent by e-mail to:

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

Questions submitted and the City's responses will be posted with this solicitation.

To view the RFQ and related documents, and to receive an e-mail notification of any changes, you must register under the following specific NIGP codes in the City's SAePS portal system: 94872.

Below are instructions and the link to register to register as a vendor in the City's SAePS portal system:

Complete the vendor registration by accessing the SAePS Vendor Registration at <http://www.sanantonio.gov/purchasing/SAePS.aspx>

If you experience any difficulty or have questions regarding how to register, contact the SAePS Hotline at: (210) 207-0118 or by email at: vendors@sanantonio.gov

If you have not completed the City's SAePS Vendor Registration under NIGP code 94872, you must do so in order to view a solicitation.

Questions may be asked in person at the Pre-Submittal Conference, which will be held at the City of San Antonio's Hill Country Conference Room, 11th floor Riverview Towers, 111 Soledad, San Antonio, Texas 78214 at 10:00 a.m., Local Time, on August 22, 2016. Attendance at the Pre-Submittal Conference is optional, but highly encouraged.

All proposals must be received no later than 11:00 a.m., Local Time on September 9, 2016 in the Office of the City Clerk, P.O. Box 839966, San Antonio, Texas, 78283-3966, or 1st floor of City Hall, 100 Military Plaza, San Antonio, Texas, 78205 or may be submitted electronically through the SAePS system.