



City of San Antonio

Agenda Memorandum

File Number:
{{item.tracking_number}}

Agenda Item Number: 5

Agenda Date: November 12, 2024

In Control: Audit Committee

DEPARTMENT: Health Department

DEPARTMENT HEAD: Claude Jacob

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Post-Solicitation High Profile item for Vaccine Education Outreach Services

SUMMARY:

The San Antonio Metropolitan Health District solicited proposals for contractors to provide vaccine education outreach services to address vaccine hesitancy to San Antonio residents at no-cost. The project is part of a Centers for Disease Control (CDC) grant requirement to allocate funds to community organizations to help reduce vaccine hesitancy in the community. Each community organization will provide presentations that provide current information on vaccines to enable individuals to make informed decisions on the vaccines that they seek for themselves and their children.

BACKGROUND INFORMATION:

On March 8, 2024, a Request for Proposals (RFP) was released for Vaccine Education Outreach Services. The estimated contract value is \$1,080,000 for a contract term beginning upon award

and ending June 30, 2025.

On June 3, 2024, twelve proposals were received. One proposal was disqualified for a political contribution made during the prohibited period as defined by the San Antonio City Code, Chapter 2, Article VII, Municipal Campaign Finance Code, Section 2-309. The remaining eleven proposals were deemed responsive for evaluation. The evaluation committee representatives were Dr. Anita K. Kurian, Deputy Director, San Antonio Metropolitan Health District; Miguel Cervantes, Public Health Administrator, San Antonio Metropolitan Health District; LeeAnn Epstein, Public Health Administrator, San Antonio Metropolitan Health District; Sean Greene, Public Health Administrator, San Antonio Metropolitan Health District; Michelle Gilstrap, Health Program Manager, San Antonio Metropolitan Health District and Toni Thompson, Chief of Staff, San Antonio Independent School District.

The evaluation committee met to discuss and score all eleven responsive proposals on August 21, 2024. The committee recommended awarding contracts to the top ten highest-ranked respondents. This item is scheduled for Council consideration on December 5, 2024.

ISSUE:

For briefing purposes only

FISCAL IMPACT:

For briefing purposes only

ALTERNATIVES:

For briefing purposes only

RECOMMENDATION:

Staff recommends approval to proceed with scheduling ten contracts for City Council consideration to provide the San Antonio Metropolitan Health District with Vaccine Education Outreach Services in the estimated total value of \$1,080,000 for a contract term beginning upon award and ending June 30, 2025.