



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 15

Agenda Date: January 16, 2025

In Control: City Council A Session

DEPARTMENT: Health Department

DEPARTMENT HEAD: Claude Jacob

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Agreement with Young Men's Christian Association of Greater San Antonio for diabetes workshops.

SUMMARY:

This ordinance authorizes the execution of an agreement with Young Men's Christian Association of Greater San Antonio (YMCA), for the implementation of diabetes workshops for the City of San Antonio Metropolitan Health District's (Metro Health) Diabetes Prevention and Control Program in an amount up to \$242,750.00 for a term beginning February 1, 2025 through September 30, 2025, with the option to renew for one, one-year term for a total amount up to \$485,500.00. Funding is available from the Medicaid 1115 Waiver . Funding for future years is contingent upon City Council approval of the annual budget and funds.

This ordinance authorizes the City Manager or designee to execute an amendment in the following circumstances: (A) an increase in contract funding in an amount not exceeding (a) twenty-five percent (25%) of the total amount of this contract or (b) \$25,000.00 , whichever is the lesser amount: provided, however, that the cumulative total of all amendments increasing funding and executed without City Council approval pursuant to this subsection during the term of this contract shall not exceed the foregoing amount; (B) no cost extensions up to two years; (C) budget adjustments authorized by the City or funding agency so long as the total dollar amount of the

budget remains unchanged; (D) modifications to the Scope of Work due to the adjustment described in subsection (A) of this Section or for any other reason, so long as the terms of the amendment are reasonably within the parameters set forth in the original Scope of Work; and (E) changes in state or federal regulations mandated by the funding agency.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is the proposal submitted by Young Men's Christian Association of Greater San Antonio to provide services related to the implementation of diabetes workshops for the City of San Antonio Metropolitan Health District's (Metro Health) Diabetes Prevention Office.

In 2013, Metro Health created the Diabetes Prevention and Control Program. This program provides prevention and self-management diabetes education throughout Bexar County, reaching up to 500 residents annually. The program offers four workshops, including the Centers for Disease Control and Prevention's (CDC) Prevent T2 Diabetes Prevention Program, Diabetes Empowerment Education Program (DEEP), Diabetes Garage for Men, and Viva Health & Wellness. These specific programs have been selected by Metro Health based on research that indicates prevention and self-management diabetes education has been effective in reducing the incidence of Type 2 diabetes, lowering healthcare costs, decreasing individual A1C scores, and improving clinical, lifestyle, and psychosocial outcomes. The program has identified Council Districts 1 through 7 as target areas for increased engagement based on incidence and hospitalization data. The program hosts workshops and performs outreach activities in clinics, businesses, churches, and organizations throughout Bexar County.

Through an agreement with the YMCA, Metro Health will expand the department's capacity to deliver evidence-based diabetes prevention and self-monitoring education to community members at no cost to the participants. The services provided through this agreement include the implementation of the CDC's approved Y-Diabetes Prevention Program, as well as the Y-Living Program for diabetes prevention. The YMCA will ensure a minimum of 300 individuals complete one of the workshops annually. Additionally, the YMCA will provide referrals to Metro Health's Diabetes Prevention & Control Program for individuals who already have a diabetes diagnosis and need diabetes self-management workshops.

The City issued a Request for Proposals (RFP) for "Diabetes Prevention & Control – Diabetes Workshops" (RFP 24-128, 6100018184) on August 14, 2024, with a submission deadline of September 18, 2024. The RFP was advertised in the HartBeat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential Respondents. Five proposals were received, and two proposals were deemed non-responsive for respondents' failure to submit pricing in the manner set forth in the RFP. The remaining three proposals were deemed responsive for evaluation.

The evaluation committee consisted of representatives from the San Antonio Metropolitan Health District's (Metro Health) Department, Parks and Recreation Department and Department of Arts and Culture. The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total

of 100 points: 35 points allotted for experience, background, and qualifications; 35 points allotted for proposed plan; and 15 points allotted for respondent's price schedule; 10 preference points were allotted for the Local Preference Program (LPP) and 5 preference points allotted for the Veteran-Owned Small Business Preference Program Contract Program. Additional categories of consideration included references and financial qualifications.

The evaluation committee met to discuss and score the three proposals on November 14, 2024. The top ranked firm was Young Men's Christian Association of Greater San Antonio and is recommended for award.

The term of the contract will begin February 1, 2025 through September 30, 2025, with one, one-year renewal at the City's option, which will also be authorized by this ordinance.

ISSUE:

Metro Health requests City Council authorize the execution of an agreement for the implementation of diabetes workshops with the YMCA, for Metro Health's Diabetes Prevention and Control Program, in an amount up to \$242,750.00 for a term beginning February 1, 2025 through September 30, 2025, with the option to renew for one, one-year term for a total amount up to \$485,500.00, inclusive of renewals. Funding is available from the Medicaid 1115 Waiver . Funding for future years is contingent upon City Council approval of the annual budget and funds.

The Small Business Economic Development Advocacy (SBEDA) Ordinance requirements were waived due to the lack of small, minority and/or women owned businesses available to provide these items.

The Local Preference Program applied to this contract and the recommended firm is a local business.

The Veteran-Owned Small Business Preference Program applied to this contract; however, the recommended firm is not a Veteran-Owned Small Business.

ALTERNATIVES:

Should City Council choose not to approve this ordinance, Metro Health will need to seek an alternate means to provide services for diabetes prevention. Options may include re-soliciting the services through another RFP. This option would result in a gap in services between contracts, lead to a potential increase in costs, and prevent Metro Health from providing diabetes prevention and self-management education to the community.

FISCAL IMPACT:

This ordinance authorizes the execution of an agreement with the YMCA, in an amount up to \$242,750.00 for a term beginning February 1, 2025 through September 30, 2025, with the option to renew for one, one-year term for a total amount up to \$485,500.00, inclusive of renewals.

Funding is available from the Medicaid 1115 Waiver. Funding for future years is contingent upon City Council approval of the annual budget and funds.

There is no fiscal impact to the City's General Fund.

RECOMMENDATION:

Staff recommends approval.

This contract was procured by means of a Request for Proposals and a Contracts Disclosure Form is required.