

# The Center for Health Care Services

RFP – Agency of Record  
(RFP 2021-014)  
Thursday, May 27, 2021

**PLEASE HOLD ALL QUESTIONS UNTIL THE END OF THE PRE-SUBMITTAL CONFERENCE**

- I. Welcome and Introductions
- II. Overview of Background and Scope of Services
- III. Term of Contract
- IV. Review of Responses to Questions Submitted in Advance, if any
- V. Overview of RFP Process:
  - A. RFP Requirements
  - B. Submission Instructions
  - C. Restriction on Communications
  - D. Evaluation Criteria

## VI. Key Points/Reminders:

### A. Restrictions on Communication

Please refer to RFP Section 010 - Restrictions on Communications for contact information and protocol. **Final Questions Accepted: June 4, 2021 by no later than 12:00 p.m. Local Time.**

All written questions are to be sent to:  
Adam Velez, Director – Contracting & Procurement  
The Center for Health Care Services  
[avelez@chcsbc.org](mailto:avelez@chcsbc.org)

### B. Following is a list of projected dates/times with respect to this RFP:

RFP Release Date:	5/20/2021
Pre-Submittal Conference	10:00 AM. on 5/27/2021
Final Questions Accepted:	12:00 P.M on 6/4/2021
Proposal Due:	12:00 P.M. on 6/23/2021

### Proposal Submission:

Hard Copy to -  
The Center for Health Care Services  
Attn: Adam Velez, Director – Contracting & Procurement  
6800 Park Ten Blvd. Suite 200-S  
San Antonio, Texas 78213

**Proposals sent by facsimile or email will not be accepted.**

**LATE PROPOSALS WILL NOT BE ACCEPTED.**

### Further Information:

NOTE: **Changes to the RFP and responses to questions may be posted to the Center's website.**

It is Respondent's responsibility to review this site and ascertain whether amendments or revisions have been made prior to submission of a proposal. No oral statement of any person shall modify or otherwise change, or affect the terms, conditions or specifications stated in the RFP. Changes, if any, to the Request for Proposals shall be made in writing only.

**VII. Questions**

**VIII. Adjourn**