

OVERVIEW

Better outcomes. Built around you.

everside
HEALTH™



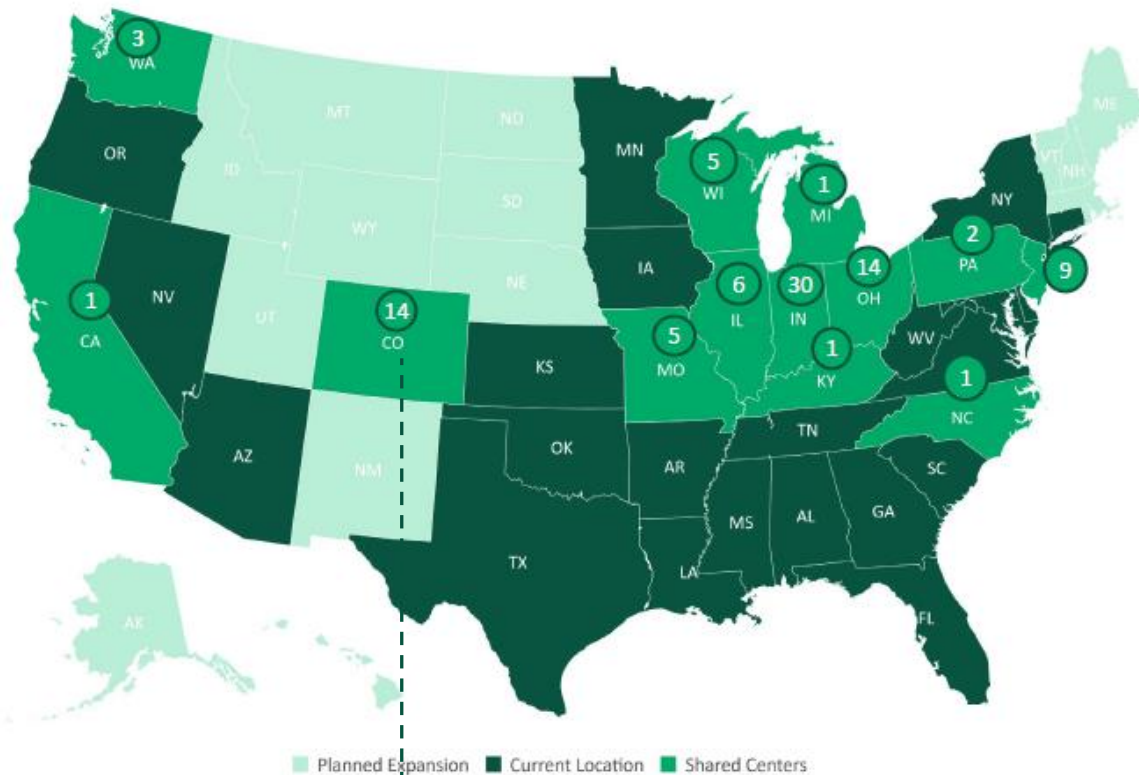
Agenda

- 1 About Everside & Specific Needs
- 2 Clinic RFPs & M/WBE Requirements
- 3 Our Ask

Building a better way

Coast-to-coast access.

Onsite. Nearsite. Virtual care everywhere.




Headquarters
Denver, CO

375+

Health centers across the U.S.

98+

Shared health centers across the U.S.

34

States with an Everside presence¹

140+

U.S. markets¹

60

New health centers planned in 2023

6 months

Speed to go-live for new placement

Complete Care built around you

In-Person
or Virtual



High patient
engagement
of **50%**¹

Note:

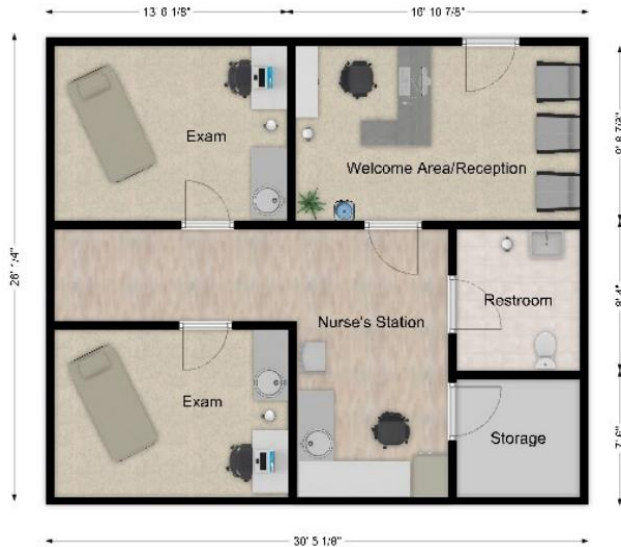
1. For primary care services

Block Diagrams & Layout - Contractors



Sample Health Center Layout

- Approximately 780 sq. ft.
- 2 Exam Rooms
- Welcome Area / Reception
- Nurse's Station
- Restroom
- Storage



Sample Health Center Layout

- Approximately 3,100 sq. ft.
- Welcome Area
- 3 Exam Rooms
- Staff Office
- Break Room
- Lab Area
- Nursing Common Area



2nd Generation Clinic Space

- Renovation

New Build

- Onsite (on client property)
- Nearsite (off client property)

Collaborative Team

- Everside Implementation
- Procurement

Equipment, Supplies & Services



Initial Furnishings, Medical Equipment and Supplies

Furnishing	Quantity	Medical Equipment	Quantity
Health Center (Reception, Dispensary, Lab, Storage)		Health Center (Reception, Rx Dispensary, Lab)	
3-step black steel foldable stool (Storage)	1	CHAIR, BLD DRWNG FLIP-ARM UPHOL X-WD BLU MGM63 (Lab)	1
5-tier steel freestanding shelving unit (24"D x 48"W x 72"H) (Storage, Rx Dispensary)	3	Refrigerator (Lab)	2
Console - black iron/marble (Reception)	1	STAND, MAYO INSTRUMENT DBL POST BASE (Lab)	1
Simplehuman 13-gallon semi-round step trash can (Reception, Rx Dispensary, Lab)	3	Shredder (Reception, Rx Dispensary)	2
Cramer Rolling Step Stool (Rx Dispensary)	1		
VBI-Series Sit-to-Stand desk and file cabinet (Reception)	1	Exam Room (4)	
Task chair (Reception, Lab)	2	COVER, PROBE ORAL SURETEMP DISP (250/BX 308X/CS)	4
Signage - Acrylics (19" x 25") - for posters	2	CUFF, BP LARGE ADULT FLEXI/PORTREUSE	4
Signage - Acrylics (6" x 4") - for office sign holders	1	CUFF, BP THGH ADLT (1/EA)	4
		SCALE, BALANCE BEAM LB & KILO W/HT ROD CAP 390LB	4
		SCALE, PHYSICIAN DIG W/HEIGHT ROD 600LB CAPACITY	4
Exam Room (4)		STAND, MOBILE F/SPOT 4400	4
55" TV (Monitor)	4	STOOL, EXAM PNEUMATIC 5LEG BLK	4
55" TV wall mount w/swivel & tilt	4	TABLE, EXAM RITTER BASE ONLY FIXED HEIGHT 500LBS F/204 MODEL	4
Cramer Rolling Step Stool	4	TOP, UPHOLSTERED SOFT TOUCH F/204 EXAM TABLE OBSIDIAN 28"	4
Office Source Big & Tall Guest Chair	4	Vitals MONITOR, BP SPOT 4400 W/ NIBP & SURETEMP NONIN PLUG B	4
Signage - Acrylics (6" x 4") - for office sign holders	4		
Simplehuman 13-gallon semi-round step trash can	4		
		Hearing Booth Room	
Waiting Room		Tremetrics Audiobooth	1
65" TV (Monitor)	1	Audiometer	1
65" TV wall mount w/tilt	1	STOOL, EXAM PNEUMATIC 5LEG BLK	1
Benzara Console - Rustic Latte Gray	1		
HPFI - 36" round end table	1	Medical Supply	
HPFI - Loveseat	2	Health Center (Reception, Dispensary, Lab, Storage)	
Office Source Big & Tall Guest Chair	4	DISPENSER, TOWEL ENMOTION TOUCHLESS BLK 10" (1/CS) D/S	2
Signage - Acrylics (10.5" x 13") - for health information sheets	12	TOWEL, PAPER ENMOTION TOUCHLESS (800SH/RL)	4
Signage - Healthstat logo (1/2" cut brushed aluminum)	2	Gojo LTX-12 High Capacity Hand Soap Dispenser	2
		Gojo LTX-12 Dispenser Plum Antibacterial Hand Soap 2/carton	2
Telehealth Room		Nature Saver Hanging File Folders, Letter Size, 100% Recycled, Green, Box Of 25	1
VBI-Series Sit-to-Stand desk and file cabinet	1	Manila File Folders, Letter, 3 Tab, Assorted Position, 150/Box	1
Accessory - power block outlets/usb ports	1	Avery 5202 Print-or-Write White File Folder Labels 252/pack	1
Office Source - Mobile Pedstal	1	Office Depot Brand Self-Stick Notes, 3" x 3", Yellow, 100 Sheets Per Pad, Pack Of 1	1
Desktop Computer - HP Elitedesk 800 G4 Dm 15-8500 3G 8Gb 256Gb Ssd W10p	1	Sharpie Medium Point Pens, Black, Dozen	1
Monitor - HP 23 inch Elitedisplay E23nt Touchscreen	1	AT-A-GLANCE 30% Recycled Monthly Wall Calendar, 20" x 30", January-December	1
HP computer to monitor mounting bracket	1	Swingline 545™ Desk Stapler Combination Pack With Staples And Remover, Black	1
Webcam - Logitech C920	1	Swingline Standard Staples, 1/4", 5,000 per box	1
Task chairs	1	Office Depot Brand Paper Clips, No. 1 Regular, Silver, 100 Clips Per Box, Pack Of 1	1
Simplehuman 13-gallon semi-round step trash can	1	Scotch Desktop Tape Dispenser, Two-Toned Black	1
Signage - Acrylics (6" x 4") - for office sign holders	1	Office Depot Brand Invisible Tape, 3/4" x 1000", Pack Of 10	1
		Office Depot Brand Side-Load Stackable Paper Trays, Legal, Black, Pack Of 2	1
Provider's Office		BIC Soft Feel Retractable Ballpoint Pens, Medium Point, Black Ink, Pack Of 12	1
Accessory - power block outlets/usb ports	1	Paper Mate Sharpwriter Mechanical Pencils, .7mm Yellow Barrel, Dozen	1
Credenza with File Storage	1	Sharpie Accent Highlighters, Yellow, Dozen	1
Office Source - Mobile Pedstal	1	Westcott Titanium Bonded Scissors, 8", Straight	1
Simplehuman 13-gallon semi-round step trash can	1	White Copy Paper, 8 1/2" x 11", 20 Lb, 500 Sheets Per Ream, Case Of 10 Reams	1
Signage - Acrylics (6" x 4") - for office sign holders	1	Office Depot Brand 30% Recycled Desk Organizer	1
Task chairs	1	Plantronics CSS20 SupraPlus Wireless Office Phone Headset, Black/Gray (optior	1
VBI-Series Sit-to-Stand desk and file cabinet	1		
Shredder	1	Restroom (3)	
		DISPENSER, TOWEL ENMOTION TOUCHLESS BLK 10" (1/CS) D/S	3
Break Room		TOWEL, PAPER ENMOTION TOUCHLESS (800SH/RL)	6
Microwave	1	Gojo LTX-12 High Capacity Hand Soap Dispenser	3
Simplehuman 13-gallon semi-round step trash can	1	Gojo LTX-12 Dispenser Plum Antibacterial Hand Soap 2/carton	2
Refrigerator	1		
Keurig	1		

Janitorial

Ongoing service

Biohazard Removal

Ongoing service

Medical Equipment & Supplies

Ongoing service



Medical Staffing and Contract Staffing

Advanced Primary Care & Occ. Health

- Physician
- Nurse Practitioner
- Physician's Assistant
- Registered Nurse
- Occ. Health Registered Nurse
- Chronic Care Management Registered Nurse
- Health Coach
- LPN/LVN
- MA

Mental Health

- Psychiatrist
- Clinical Psychologist
- Licensed Clinical Social Worker
- Therapist


Physical Therapy

- Physical Therapist



Clinic RFPs & M/WBE Requirements

Clinic RFPs - Timeline

	<p>REQUEST FOR PROPOSALS</p> <p>RFP # 23-11-09</p>
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PART I

The Houston Independent School District (“HISD” or the “District”) is soliciting proposals for **Nearsite Clinic Services** as more fully set out in this Request for Proposals (“RFP” or “Solicitation”).

The following schedule and timelines apply to this RFP and may be strictly enforced by the District. The District, however, maintains sole discretion to adjust any deadline or timeline to suit the best interests of the District. As such, the following timelines are subject to change at the District’s discretion:

Timeline	
Release RFP	Friday, December 9, 2022
Pre-Proposal Conference	Vendors interested in participating in a Pre-Proposal Conference must RSVP by registering here or submitting an email to Constance.wright@HoustonISD.org for the link. Tuesday, December 20, 2022, at 2:00 p.m. (CST)
Last date for questions:	Tuesday, January 17, 2023, at 2:00 p.m. (CST)
Proposals Due	Tuesday, January 24, 2023, at 2:00 p.m. (CST)
Evaluation Period	Wednesday, January 25, 2023- Wednesday, February 8, 2023
Board Meeting Date	March 9, 2023 (Subject to Change)

EVALUATION FACTORS	WEIGHT
1. The purchase price	30%
2. The reputation of the Vendor and of the Vendor’s goods and/or services	5 %
3. The quality of the Vendor’s goods and/or services	25%
4. The extent to which the goods and/or services meet the District’s needs	23 %
5. The Vendor’s past relationship with the District	3%
6. The impact on the ability of the District to comply with laws and rules relating to historically underutilized businesses	10%
8. The total long-term cost to the District to acquire the Vendor’s goods and/or services	4%
7. For a contract for goods and services other than goods and services related to telecommunications and information services, building construction and maintenance, or instructional materials, whether the vendor or the vendor’s ultimate parent company or majority owner: (A) has its principal place of business in this state, or (B) employs at least 500 persons in this state	0%
8. Any other relevant factor specifically listed in the request for bids or proposals.	0%
TOTAL	100%

M/WBE Participation - Requirements

SPECIFIC CONDITIONS FOR MINORITY AND WOMAN-OWNED BUSINESS ENTERPRISE (M/WBE) PARTICIPATION

The Office of Business Assistance was established by the Houston Independent School District Board of Education in 1988 to assist minority and women-owned business enterprises (M/WBEs) in the participation of various district business projects. The district's M/WBE subcontractor participation goals are as follows:

- 20% for purchasing of goods & non-professional services over \$50,000
- 20% for construction over \$50,000
- 25% for professional services over \$50,000

NP Reference Page B-6	<input type="checkbox"/> NON-PROFIT/GOVERNMENT-ENTITY OPTION – Organization is a 501(c)3 non-profit or government entity. <ol style="list-style-type: none"> Attach a copy of the organization's IRS determination letter. Sign and date the bottom of the M/WBE Participation Report form.
I Reference Pages B-7 – B-9	<div style="border: 1px solid black; padding: 2px;"> <input type="checkbox"/> OPTION I – Complete section if company is certified as a minority or woman-owned business (M/WBE). <ol style="list-style-type: none"> Please select current M/WBE certification(s) that HISD recognizes. Attach current M/WBE certification. <ul style="list-style-type: none"> <input type="checkbox"/> City of Houston Office of Business Opportunity (MBE and/or WBE only). <i>Expiration Date:</i> _____ <input type="checkbox"/> National Minority Supplier Development Council (NMSDC) or local affiliate. <i>Expiration Date:</i> _____ <input type="checkbox"/> Women's Business Enterprise National Council (WBENC) or local affiliate. <i>Expiration Date:</i> _____ <p>NOTE: It is the Proposer's responsibility to provide valid certification documentation.</p> Additional M/WBE Subcontractor Contract Commitment: _____ % _____ (initial) Proposer's company agrees to subcontract with M/WBE companies to meet or exceed the above written goal. Selected M/WBE subcontractor must provide a product or service for this HISD project within scope of work. <i>Please submit an M/WBE Subcontracting Plan and M/WBE Subcontractor Agreement(s) and attach M/WBE firm(s) current certification.</i> </div>
II Reference Pages B-10 – B-12	<div style="border: 1px solid black; padding: 2px;"> <input type="checkbox"/> OPTION II – Complete section if company agrees to subcontract with M/WBE firm(s) for the awarded contract. <ol style="list-style-type: none"> Company will meet or exceed the district's M/WBE Subcontractor Goals. <ul style="list-style-type: none"> 20% for purchasing of goods, non-professional services & construction; 25% for professional services M/WBE Subcontractor Contract Commitment _____ % _____ (initial) Proposer's company agrees to subcontract with M/WBE companies to meet or exceed the above written goal. Selected M/WBE subcontractor must provide a product or service for this HISD project within scope of work. <i>Please submit an M/WBE Subcontracting Plan and M/WBE Subcontractor Agreement(s) and attach M/WBE firm(s) current certification. NOTE: It is the Proposer's responsibility to provide valid certification documentation for any subcontractor(s) utilized. If awarded an HISD contract, the proposer will need to complete monthly online compliance audits.</i> </div>
III Reference Pages B-13 – B-30	<input type="checkbox"/> OPTION III – Complete section to comply with the district's documentation in accumulating 100 points. <ol style="list-style-type: none"> Proposer's company must complete all paperwork prior to the bid opening date and attach requested documentation. Complete the documentation on pages B-14, B-15, B-16, B-17 & B-18. Company must complete this option for a total of <u>100</u> points.

OPTION III

Select this option if you are NOT a non-profit organization, certified M/WBE and are not subcontracting at the district's goal. Proposer must collect 100 points from the choices listed on pages B-14 through B-18. If you need assistance in accumulating 100 points, please contact Business Assistance at 713-556-7273 immediately. To comply with this documentation, submit pages B-5, B-14 through B-18 and all supporting documentation.

Attachment B: M/WBE Participation Report (page B-5)

OPTION III – Complete section to comply with the district's documentation in accumulating 100 points.

- Proposer's company must complete all paperwork prior to the bid opening date and attach requested documentation.
- Please complete the documentation on pages B-14, B-15, B-16, B-17 & B-18.
- Company must complete this option for a total of 100 points.

TIME SENSITIVE:

Time sensitive choices must be completed within a minimum of seven (7) consecutive days before the bid opening date.

Place Advertisement Letters to find M/WBE Subcontractors (40 points)
 Proposer must send out five (5) advertisement letters, email and/or fax to newspapers, periodicals and/or M/WBE organizations within a minimum of seven (7) consecutive days before the bid opening date. Please see page B-24 for an "Advertisement Example Letter" and page B-30 for a list of newspapers and periodicals. **Carbon Copy (cc) M/WBE Letters@houstonisd.org when emailing the five (5) letters of intent.** *Please attach copy of five (5) letters sent to newspapers, periodicals and/or M/WBE organizations.

- Sample letters and advertisements can be found on pages B-22 and B-23.
- Choose any combination of choices that best fit your company in order to accumulate 100 points.
- Please include all supporting documentation for choices selected.
 Example: if selecting *Letter of Intent – M/WBE Outreach*, attach copies of the 10 letters that were emailed out.



M/WBE Participation – Requirements

TIME SENSITIVE

Host Networking Meet & Greet Event (35 points)

Proposer must host a Networking Meet & Greet event a **minimum of seven (7) consecutive days before the bid opening date**. Event details should be provided to the Business Assistance department. The event should solicit potential M/WBE subcontractors specific to the HISD project. Project title and number should be included in all event advertisement.

Proposer must:

1. Host and advertise the Networking Meet & Greet event within a **minimum of seven (7) consecutive days before the bid opening date**. Advertisement must include date, time, location and purpose.
2. Provide a log or sign in sheet from the event to include company name, attendee name, phone number and email address.
3. Email a copy of invitation to MWBEletters@houstonisd.org

TIME SENSITIVE

Place Advertisement to Find M/WBE Subcontractors (25 points)

Proposer must place an advertisement in one (1) general print circulation newspaper, magazine, trade association publication, or minority and/or women-focused publication, concerning the potential subcontracting opportunity. Proposer must place advertisement a **minimum of seven (7) consecutive days before the bid opening date**. Please see page B-23 for an "Advertisement Example" and page B-29 for a list of newspapers and periodicals. *Please attach copy of the advertisement and receipt for proof of purchase.

TIME SENSITIVE

Letters of Intent – M/WBE Outreach (35 points)

Proposer must send (10) outreach letters to relevant certifying agencies accepted by HISD (City of Houston Office of Business Opportunity, National Minority Supplier Development Council (NMSDC) or local affiliate, Women’s Business Enterprise National Council (WBENC) or local affiliate and individual M/WBE companies to solicit potential M/WBE subcontractor participation. Please see page B-21 for "Letters of Intent – M/WBE Outreach" example letter. Proposer must solicit M/WBE companies a **minimum of seven (7) consecutive days before the bid opening date**.

The following documentation must be attached and includes:

1. Send (10) outreach letters via email to individual M/WBE companies. Letters should include project number and project title. *Reference page B-26 for a list of certifying agencies and page B-27 for a list of M/WBE Business Organizations & Associations.
2. Attach copies of the (10) outreach letters sent via email to individual M/WBE companies. **Carbon Copy (cc) MWBEletters@houstonisd.org when emailing the 10 letters of intent.**
3. Proposer must respond to M/WBEs who show interest in becoming a subcontractor. Attach additional email and fax responses and communications from company with potential M/WBE subcontractors.
4. Proposer must follow-up with initial solicitations by contacting the (10) M/WBE companies to determine whether the companies are interested in proposed subcontracting opportunity.
5. Proposer should provide interested minority and women business enterprises with adequate information about the plans, specifications and requirements for the subcontracting opportunities available.

TIME SENSITIVE

Review M/WBE Participation Report with a Supplier Diversity Specialist (10 points)

Proposer must contact the office of Business Assistance and review the M/WBE Participation Report (Attachment B) with a Supplier Diversity Specialist.

_____ Include name of Supplier Diversity Specialist
 _____ Initial/Verification from Supplier Diversity Specialist

TIME SENSITIVE

Indirect Spend with M/WBE Suppliers (20 points)

Proposer must track the business it does with M/WBE suppliers as part of its overall operations and submit the M/WBE Participation Indirect Spend Report on page B-24. Proposer must report Indirect Spend with M/WBE Supplier by completing the Indirect Spend report on page B-24. The Indirect Spend reported with M/WBE supplier(s) must be part of the company’s operation expenses. M/WBE Suppliers listed on the Indirect Spend report must be current suppliers doing business for at least 6 months.

TIME SENSITIVE

Letters of Acceptance/Rejection – M/WBE Outreach (15 points)

This option can only be selected if Letters of Intent – M/WBE Outreach has been selected and completed.

Proposer must provide an explanation of rejection or an acceptance to at least (5) of the M/WBE companies who were contacted for the "Letters of Intent – M/WBE Outreach". Please see page B-22 for "Acceptance/Rejection Example Letter". To select this option Proposer must have sent "Letters of Intent – M/WBE Outreach".

1. A written rejection and/or acceptance letter, including the reason(s) for rejection or the terms of acceptance, will be sent to at least (5) of the M/WBE companies. If less than (5) M/WBEs responded to the letter of intent, failure of an M/WBE to respond can be a reason for a rejection letter to be sent.
2. Please attach a copy of each rejection and/or acceptance letter sent to potential M/WBE subcontractors.

M/WBE Participation – Requirements

Participation as an Attendee in Business Expo (20 points)

Proposer participates as an Attendee in a Business Expo in an effort to meet potential M/WBE subcontractors. Proposer must have attended one of the following expos no more than one year prior to project bid date. Please contact organization for Expo details.

- City of Houston Meet the Buyer Purchasing Forum
- Houston Minority Business Development Agency (MBDA) MED Week
- Houston Minority Supplier Development Council (HMSDC) Annual Expo or NMSDC local affiliate Expo
- Women’s Business Enterprise Alliance (WBEA) Annual EXPO or WBENC local affiliate Expo

Please attach a copy of your registration form and receipt.

Participation as an Exhibitor in Business Expo (40 points)

Proposer participates as an Exhibitor in a Business Expo in an effort to meet potential M/WBE subcontractors. Proposer must have participated as an exhibitor in one of the following expos no more than one year prior to project bid date. Please contact organization for Expo details.

- Houston Minority Business Development Agency (MBDA) MED Week
- Houston Minority Supplier Development Council (HMSDC) Annual Expo or NMSDC local affiliate Expo (must be corporate member to exhibit).
- Women’s Business Enterprise Alliance (WBEA) Annual EXPO or WBENC local affiliate Expo

Please attach a copy of your registration form and receipt.

Corporate Membership (50 points)

Proposer must be a corporate member with one of the following agencies:

- National Minority Supplier Development Council (NMSDC) or local affiliate
- Women’s Business Enterprise National Council (WBENC) or local affiliate

Please attach a copy of membership certificate or membership registration.

Company Policies that Support M/WBE Participation (15 points)

Proposer has pre-established company policies regarding Supplier Diversity program, partnerships, and/or agreements with M/WBE firms.

Please attach a copy of your company policies that support and encourage M/WBE participation, including brochures and/or literature.

M/WBE Assistance (10 points)

Proposer must describe how they have assisted M/WBEs in their business operations. Example of assistance includes, but is not limited to: assistance in acquiring equipment, capital, lines of credit, joint pay agreements to secure loans, supplies, letters of credit, or including waiving credit that is ordinarily required.

Describe how your company assisted M/WBEs in the past 6 months:

Assisted M/WBE(s) Contact Information (company name, contact name and phone number):

M/WBE Organization Participation (15 points)

Proposer must identify M/WBE organizations they actively participate in as members and/or donate company resources. Proposer must include supporting documentation of partnerships, committee involvement, and workshop participation and training.

List current M/WBE organizations that your organization supports:

Describe how your company currently supports M/WBE organizations:

Total Points: _____

If you need assistance in accumulating 100 points, please contact Business Assistance at 713-556-7273 immediately.

M/WBE Sample Letter & Acceptance/Rejection Letter

Option III

Sample Letter to M/WBE Subcontractor/Organization

Carbon copy (cc) MWBELETTERS@houstonisd.org when emailing the 10 letters of intent.

(Insert Company Contact Information)

(Insert M/WBE Subcontractor/Organization Contact Information)

Dear M/WBE Subcontractor/Organization

(Company Name) is bidding on Project (Insert Project Number and Project Title) for the Houston Independent School District. Our company is looking for possible M/WBE subcontractors. We are currently looking for subcontractors for the following products or services.

1. (Insert potential subcontracting opportunity)
2. (Insert potential subcontracting opportunity)
3. (Insert potential subcontracting opportunity)

(Subcontractor)

Our company will be looking for M/WBE Subcontractors for the next 5 business days. If you are interested in providing the above listed products or services please contact (Insert contact information) by (Insert Deadline Date).

OR

(Organization)

Our company will be looking for M/WBE Subcontractors for the next 5 business days. If you are interested in providing the above listed products or services please contact (Insert contact information) by (Insert Deadline Date). Please forward to any M/WBE company that provides products/services listed above. Firms should contact (Insert contact information) by (Insert Deadline Date).

(Insert Company Signature)

Attachment B
Specific Conditions for M/WBE Participation

Page B-21 of 29
Revised: 01/01/2022

Option III

Acceptance/Rejection Sample Letter

Rejection Letters

Sample 1

March 23, 2013

Dear ABC Company,

This letter is to serve as formal notification that due to a lack of response by the due date, we will not be able to use your services at this time in accordance with the terms set out in the HISD Project #xxxx. We will keep your information on file and may reach back out to you at another time.

Sincerely,

Sample 2

Dear ABC Co,

WE Corporation is bidding on Project #xxxx for Houston Independent School District. We have solicited several MWBE companies to potentially serve as subcontractors and have had a strong response. We have made our selections and at this time we did not select your company due to ABC's inability to provide services in Houston. However, we may be in touch with you for future proposal opportunities.

Regards,

Sample 3

Ms. ABC,

Since we did not receive a reply from you by the requested 2-12-2013 deadline, we will not be able to include you as a possible subcontractor with our proposal.

Thank you.

Acceptance Letter

Dear MWBE Supplier,

WE Corporation has accepted your MWBE Certification and has added you to our list of potential subcontractors for Project #xxxx for the HISD. If we are the awarded vendor, we may contact you directly regarding potential subcontracting opportunities. Thank you for your interest.

Best regards,

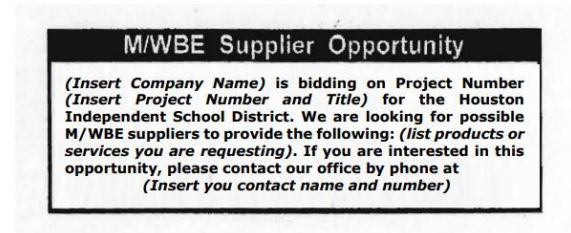
Attachment B
Specific Conditions for M/WBE Participation

Page B-22 of 29
Revised: 01/01/2022

Option III

Advertisement Sample

****ADVERTISEMENT****



****LETTER****

(Company Name) is bidding on Project (Insert Project Number and Project Title) for the Houston Independent School District. We are looking for possible M/WBE subcontractors to provide the following products and/or services..... (list here). If you are interested in this opportunity, please contact (Insert contact information) by (Insert Deadline Date).



Our Ask

Our Ask

Local M/WBE Supply Chain

1. Do you want to be notified of upcoming RFPs? Can we include you in our M/WBE supply chain?
 - Action: Email confirmation to john.zamaites@eversidehealth.com
 - Please provide your M/WBE Certification # in your email response (HUB not accepted)
2. Email Outreach(TIME CONSTRAINED)
 - John to send email outreach directly to those on the above supply chain list when opportunities exist
 - Action: Email confirmation your organization would like to be included or do not want to be included to john.zamaites@eversidehealth.com (intent to bid, should we be accepted)
3. Letters of Acceptance /Rejection
 - John to send emails acknowledging you as a possible subcontractor should we be awarded the clinic contract or rejection email based on not meeting timelines.

Questions for Consideration

1. Does replying via email to Everside with an “intent to bid, should Everside win” mean you have been awarded a contract to build/implement?
 - NO
2. Do vendors need to respond to each of Everside’s initial “outreach letters” to be considered a “viable” supplier for specific Everside opportunities?
 - YES
3. Do I need to follow timelines established in the “outreach email”?
 - YES, FAILURE TO FOLLOW TIMELINE WILL DISQUALIFY YOU
4. Do email communications work best?
 - YES, ONLY EMAIL WILL BE ACCEPTED
5. Where will you be building clinics?
 - TX, OK, LA, and AR
6. Does Everside have local regional vendors established?
 - NO
7. When will Everside send “bid details” that vendors can propose for?
 - When Everside is selected/awarded clinic business and in collaboration with Everside procurement process.
 - I will provide procurement the list of confirmed suppliers/vendors as part of this process

everside
HEALTH™

Always by your side

eversidehealth.com