

TEXAS

Request for Qualifications (RFQ)

45-MDNRS-0626

**Medical Doctor & Temporary
Nursing Staff Services in Texas**

Purchasing Department

2115 West Pike Blvd

Weslaco, TX 78596

solicitations@ideapublicschools.org



IDEA
Public Schools

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PART I – GENERAL INFORMATION AND INSTRUCTIONS

Procurement Analyst: [Delilah Veliz](#)

Contact email: solicitations@ideapublicschools.org

IDEA Public Schools (herein referred to as IDEA or the organization) is seeking Statement of Qualifications from qualified individuals and/or firms to provide Medical Doctor consulting services and temporary nursing staff services to ensure continuous, safe, and compliant student health services across its K–12 charter school network. At the leadership level, the district is looking for one (1) Medical Doctor to work in partnership with IDEA’s Health & Wellness leadership team to provide clinical oversight and strategic guidance for student health services. This role centers on ensuring safe, equitable, and legally compliant care while applying pediatric and adolescent expertise to the school setting. The Medical Doctor will interpret public health guidance for school operations, develop and review health policies and protocols, lead emergency preparedness and response efforts, advise on complex student health cases, and collaborate with interdisciplinary teams to strengthen population health initiatives and risk management practices. Overall, this position establishes the clinical framework and governance structure that supports high-quality, practical health services tailored to campus-level realities.

Additionally, IDEA is seeking temporary nursing staff to provide intermittent, direct nursing services during the absence of the full-time school nurse. This role focuses on maintaining day-to-day health office operations, delivering student care, and ensuring the ongoing health, safety, and well-being of students. Services will be provided on a scheduled-intermittent and as-needed basis to prevent disruption in essential nursing coverage. IDEA intends to award contracts to multiple providers to establish a pool of qualified vendors capable of supplying temporary nursing staff services. Together, these positions reflect the district’s commitment to maintaining both strong physician oversight and uninterrupted temporary nursing services across its schools.

The qualified Respondent(s) must be able to execute the Medical Doctor duties **in-person or virtually** while the temporary nursing staff must provide services **in-person only** with the utmost diligence, cooperation, and ethical behavior in addition to being knowledgeable of industry standards as it relates to Medical Doctor services and temporary nursing services for public schools. The chosen Respondent(s) should also demonstrate high levels of trust, competence, and integrity.

NOTE: Respondents are **not** required to provide all service types in order to participate in this RFQ. Individuals and/or firms may elect to submit a Statement of Qualifications (SOQ) for Medical Doctor consulting services, Temporary Nursing Staff services, or both, based on their qualifications and service capabilities.

IDEA reserves the right to revise and amend this RFQ prior to the date set for the receipt of the Statement of Qualifications (SOQ). Respondents are requested to clarify any ambiguity, conflict, discrepancy, omission, or other error(s) in the RFQ in writing. Revisions or amendments, if any, will be made by issuing an addendum. Every effort will be made to send addenda issued to the parties known to have been furnished with a complete copy of the RFQ. It is the responsibility of each respondent, prior to submitting the SOQ, to contact IDEA to determine if addenda were issued and, if so, to obtain such addenda for attachment to the SOQ. IDEA reserves the right to waive any requirement or technicality as it determines appropriate or in its best interest. Addenda are posted to IDEA’s website at: [Bid Opportunities & RFPs - IDEA Public Schools](#) under “Open Solicitations”.

PART II – REQUEST FOR QUALIFICATIONS TIMELINE

All dates and times are tentative and subject to change.

First Advertisement Date/Issue Date:	Wednesday, March 25, 2026
Second Advertisement Date:	Wednesday, April 1, 2026
Pre-Qualification Meeting:	Wednesday, April 1, 2026 @ 10:00 AM CST

Respondent Question Cut-Off Date:	Wednesday, April 8, 2026, no later than 12:00 PM CST
Questions Response from IDEA:	Monday, April 13, 2026
Statement of Qualifications Due Date & Time:	Monday, April 20, 2026, no later than 12:00 PM CST
Anticipated Evaluation Period:	Thursday, April 23, 2026 – Wednesday, April 29, 2026
Anticipated Board Meeting & Approval:	June 2026
Initial Proposed Contract Term:	July 1, 2026-June 30, 2027
Renewal option #1:	July 1, 2027-June 30, 2028
Renewal option #2:	July 1, 2028-June 30, 2029
Renewal option #3:	July 1, 2029-June 30, 2030
Renewal option #4:	July 1, 2030-June 30, 2031

Pre-Qualification Meeting

A virtual pre-qualification meeting will be held at 10:00 AM CST via TEAMS video conference on Wednesday, April 1, 2026. Questions regarding this RFQ must be submitted in writing to solicitations@ideapublicschools.org no later than 12:00 PM CST on Wednesday, April 8, 2026. **The subject line must read “Questions: RFO 45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas”.** Respondents are responsible for reviewing questions and answers prior to submitting a SOQ. Oral communications regarding this RFQ shall not be binding and shall in no way excuse a Respondent of the obligations set forth in this solicitation. While the pre-qualification meeting is non-mandatory, it is highly encouraged that all potential respondents participate and attend.

Join TEAMS Meeting: [Microsoft Teams Meeting link](#)

Meeting ID: 210 789 247 654 85

Passcode: eV72wo2V

SOQ Submission: The SOQ may be submitted using the [Public Purchase](#) or [Self-Service](#) website, or by sending one (1) clearly identified hard copy ORIGINAL of the SOQ to:

IDEA Public Schools
RFQ #45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas
Attn: Purchasing Department
2115 West Pike Blvd
Weslaco, TX 78596

The SOQ must be received by IDEA by the specified due date and time outlined in the timeline. Each SOQ must be sealed and marked with the relevant information; failure to do so may result in the SOQ not being considered.

Note: Faxed or emailed statements of qualifications will not be accepted. Acceptance Period is 120 days from the date of the SOQ submission deadline unless otherwise stated in writing.

Funding Type: IDEA will utilize **state** funds to finance any purchases of goods and/or services through the contract(s) awarded to the successful Vendor(s) through this RFQ, including any purchase orders issued under said contract(s).

Eligible Respondents: Respondents must not be debarred or suspended by federal or state-funded agencies and must have the legal authority to transact business in Texas. Respondents must hold all current, valid, and unrestricted licenses, certifications, and registrations required under Texas law to provide Medical Doctor and/or Temporary Nursing Staff services, as applicable, including licensure in good standing with the appropriate Texas regulatory

authority. Respondents must affirmatively demonstrate professional responsibility, ethical standing, and the capacity to perform services within a K–12 public charter school environment, which may be considered as part of the evaluation criteria. Additionally, respondents must comply with all applicable federal and state laws and regulations governing student health services, including student privacy, health records, and school health compliance requirements.

Respondents may withdraw their SOQ in writing at any time prior to the submission deadline, without penalty or prejudice.

PART III – BACKGROUND & SCOPE OF SERVICES

Introduction: IDEA is a Texas non-profit corporation and a tax-exempt organization pursuant to Section 501(c)(3) of the U.S. Internal Revenue Code (IRC). Pursuant to Chapter 12, Subchapter D of the Texas Education Code and its Contract for Charter with the Texas State Board of Education, as renewed by the Commissioner of Education, IDEA is an open-enrollment charter holder, governmental unit, instrumentality of the state, and part of the Texas public school system. IDEA transforms education by preparing graduates to succeed in college and life. IDEA is a growing network of high-performing charter schools serving students located throughout Texas in the Austin, El Paso, Houston, Permian Basin, Rio Grande Valley, San Antonio, Dallas, Tarrant County, and other present and future regions in Texas.

IDEA serves primarily low-income students in underserved areas of both rural and urban communities. Over 80% of IDEA students are considered low-income, and one in every three students is the first in their family to go to college. Since the first graduating class in 2007, nearly 100% of seniors have been accepted and matriculated to a college or university every year. Thanks to a rigorous path to college, IDEA students attend selective universities throughout the country, win national awards and scholarships, and complete college at a rate six times the national average for low-income students.

Scope of Work

IDEA seeks Statement of Qualifications from qualified individuals and/or firms to provide Medical Doctor consulting services and Temporary Nursing Staff Services to ensure continuous, safe, and compliant student health services across its K–12 charter school network. At the leadership level, the district is looking for one (1) Medical Doctor to work in partnership with IDEA’s Health & Wellness leadership team to provide clinical oversight and strategic guidance for student health services. This role centers on ensuring safe, equitable, and legally compliant care while applying pediatric and adolescent expertise to the school setting. The Medical Doctor will interpret public health guidance for school operations, develop and review health policies and protocols, lead emergency preparedness and response efforts, advise on complex student health cases, and collaborate with interdisciplinary teams to strengthen population health initiatives and risk management practices. Overall, this position establishes the clinical framework and governance structure that supports high-quality, practical health services tailored to campus-level realities.

Additionally, IDEA is seeking temporary nursing staff services to provide intermittent, direct nursing services during the absence of the full-time school nurse. This role focuses on maintaining day-to-day health office operations, delivering student care, and ensuring the ongoing health, safety, and well-being of students. Services will be provided on a scheduled-intermittent and as-needed basis to prevent disruption in essential nursing coverage. Together, these positions reflect the district’s commitment to maintaining both strong physician oversight and uninterrupted temporary nursing services across its schools. Qualified temporary nursing staff respondents will be placed on a list of qualified vendors available for campus/departmental use to service IDEA’s Texas campuses.

NOTE: Respondents are **not** required to provide all service types in order to participate in this RFQ. Individuals and/or firms may elect to submit a Statement of Qualifications (SOQ) for Medical Doctor consulting services, Temporary Nursing Staff services, or both, based on their qualifications and service capabilities.

Respondents must be able to meet and uphold the following standards and qualifications as specified in this RFQ:


- a) Respondents must comply with all applicable federal, state, and local laws and regulations governing student health services. This includes, but is not limited to, requirements related to student privacy and confidentiality, maintenance and security of health records, public health reporting obligations, and adherence to applicable State Board of Education and Department of Health and Human Services rules, as well as IDEA’s local board policies and all other school health compliance requirements.
- b) Respondents must hold all current, valid, and unrestricted licenses, certifications, and registrations required under Texas law to provide Medical Doctor and/or Nursing services, as applicable. Licensure must be in good standing with the appropriate Texas regulatory authority, and respondents must not be subject to pending disciplinary action that would impair their ability to perform the required services.
- c) Respondents must ensure adherence to appropriate safety procedures and report potential health or safety hazards to the designated campus administrator.
- a) Respondents must provide *in-person or virtual* services for Medical Doctor consulting services and/or *in-person services only* for Temporary Nursing Staff services.
- b) Respondent’s assigned staff members shall be responsible for the following, as applicable for temporary nursing services *only*:
 - 1. Provide **in-person** temporary nursing services as determined based on campus need;
 - 2. Maintain time logs to support time spent on daily and hourly-rate services;
 - 3. Complete progress reports for services;
 - 4. Consult and collaborate with school and regional staff;
 - 5. Attend On-Boarding (required)
- c) To guarantee uninterrupted service delivery and minimize any potential delays or disruptions **respondent(s) must ensure they have qualified and available nursing staff in place for in-person services at the time the contract is implemented to meet the contract’s demands and service students promptly and efficiently.** Awarded respondent(s) shall also bill for each school/region by sending invoices to Accounts Payable (payable@ideapublicschools.org). Respondent(s) are proposing to serve in **Texas, including Rio Grande Valley, San Antonio, Austin, El Paso, Houston, Midland, Odessa, and Tarrant/Dallas County.**

Requested Services

IDEA is requesting Medical Doctor consulting and Temporary Nursing Staff services in Texas including Rio Grande Valley, San Antonio, Austin, El Paso, Houston, Midland, Odessa, Dallas County, and Tarrant/Dallas County for the 2026-2027 school year. Medical Doctor consulting may be provided *in-person or virtually* and temporary nursing services must be provided *in-person only*.

Certification and License Requirements

Respondents must hold all required licenses, certifications, and credentials necessary to provide Medical Doctor consulting and/or Temporary Nursing services in a K–12 educational setting, in compliance with all applicable federal, state, and local laws and regulations, including but not limited to all state medical and nursing practice requirements and applicable public health standards.

 Respondents must submit copies of all applicable certifications, licenses, and credentials for any personnel who will provide services under this RFQ.

Failure to possess and provide the required certifications and/or failure to submit the required documentation with the RFQ response shall result in automatic disqualification. Responses deemed non-responsive will not be considered for evaluation or award.

IDEA reserves the right to verify all certifications and credentials submitted and to disqualify any respondent found to have provided inaccurate, expired, or misleading information. All required certifications and credentials must remain current for the duration of any resulting contract.

Qualifications to Perform Requested Services

The qualifications required to provide one or both Medical Doctor consulting and Temporary Nursing services described above are outlined below. In addition, respondents are required to complete *Attachment I – Geographic Coverage Questionnaire* included with this RFQ. **IDEA requires that temporary nursing services are provided in-person only. Medical Doctor consulting services may be provided in-person or virtually.**

Medical Doctor (MD)

- a. **Primary Purpose (Consult-focused):** Serve as the district’s senior clinical advisor, providing expert pediatric, adolescent, and public health guidance to ensure safe, legally compliant, and equitable student health practices across all Texas campuses. In this consultant capacity, the Medical Doctor offers high level oversight, not direct clinical care, by interpreting medical and public health standards for school application, advising on complex student cases and health policies, supporting emergency preparedness, and guiding school health personnel in clinical decision-making. This role ensures that district school nursing leaders, school nurses, and interdisciplinary teams receive clear, practical, evidence-based recommendations tailored to the operational realities of a multi-campus charter system.
- b. **Required Minimum Education/Certification Qualifications:**
 - Medical Degree (MD or DO) from an accredited institution
 - Licensed to practice medicine in the State of Texas

- Active, unrestricted medical license in the state of Texas
- Board certification relevant to school populations: Pediatrics, Family Medicine, or Adolescent Medicine
- No current disciplinary actions that would impact school trust or compliance

c. Major Responsibilities & Duties:

- Provide Pediatric & Adolescent Clinical Expertise (Advisory Role)
 - Offer expert guidance on health considerations across K–12 developmental stages.
 - Advise school health staff on best practices for managing chronic conditions (asthma, diabetes, seizures, allergies, ADHD, behavioral health).
 - Provide recommendations on Emergency Action Plans (EAPs) and Individualized Health Plans (IHPs) created by school health personnel.
 - Serve as a clinical resource to support school nurses and non-medical staff in understanding student health needs.
- Interpret and Apply School Health & Public Health Guidance
 - Advise district Health & Wellness leadership on applying CDC and American Academy of Pediatrics (AAP) guidelines within school environments.
 - Provide consultation during outbreaks or communicable disease events, including return-to-school and exclusion criteria.
 - Translate evolving public health guidance into practical recommendations for campus implementation, as needed.
- Ensure Regulatory & Legal Compliance (oversight & guidance)
 - Guide district staff on FERPA vs. HIPAA considerations within a school setting
 - Consult on health-related components of special education plans and accommodations.
 - Advise on compliance with state-specific school health regulations and emerging legal requirements.
- Collaborate with Interdisciplinary School Teams (Consultative Partner)
 - Participate in occasional meetings as subject-matter expert (Special Education (SPED)/Health & Wellness (H&W) collaboration, medical review & incident discussions).
 - Provide high-level clinical interpretation to support decision-making by Regional RNs, campus-level Health Aides & LPNs, and Directors of H&W.
 - Offer recommendations that integrate educational, behavioral, and health perspectives.
- Serve as Clinical Consultant to School Health Staff
 - Review and advise on district standing orders, medication administration policies, and clinical protocols developed by school nursing leadership.
 - Provide consultation on complex or ambiguous student health cases.
 - Clarify scope-of-practice boundaries for school health staff and support the district in clinical decision alignment.
- Guide Emergency Preparedness & Response Leadership
 - Advise on emergency response protocols relevant to school environments, including anaphylaxis, seizures, suspected opioid overdose, and asthma exacerbations.
 - Support district leaders in developing or refining health components of school safety and concussion protocols.
 - Serve as a consultant during infectious disease events or environmental exposures requiring medical interpretation.
- Review and Advise on Health Policies
 - Work with school nursing leadership to refine district-level policies related to communicable diseases, medication administration, health screenings, and student exclusion/return criteria, as needed.

- Ensure policies are legally compliant, operationally practical, and aligned with charter network needs.
- Provide guidance to ensure policies are clear for non-clinical staff implementing them.
- Provide Population Health & Equity Guidance
 - Advise on strategies to address health disparities and access-to-care barriers affecting students.
 - Recommend evidence-based prevention initiatives, community partnerships, and referral workflows.
 - Help the district identify resources for uninsured and under-served families.
- Communication & Leadership
 - Assist school nursing leadership in communicating complex medical decisions to staff and families.
 - Provide coaching during high stress or conflict situations related to health decisions.
 - Model professional clinical communication to elevate staff competency
- Maintain Availability & Responsiveness for Consultation
 - Offer defined response timelines for urgent clinical consultations.
 - Participate in scheduled meetings, policy reviews, and training sessions, up to 4 hours per month.
 - Serve as a trusted and accessible medical advisor to district leadership and school health teams.
- Tailor Medical Guidance to the Charter School Environment
 - Provide recommendations that account for multiple campuses, varying staffing models, and diverse operational realities.
 - Assist school nursing leadership in adapting clinical guidance for different clinic sizes and resource levels.
 - Offer practical solutions designed for decentralized leadership structures.
- Advise on Risk Management & Liability
 - Consult on documentation expectations, incident reviews, and handling adverse health events.
 - Work collaboratively with district administration to mitigate health-related risks.
 - Offer guidance on best practices that reduce liability exposure.
- Maintain Professional Standing & Ethical Leadership
 - Uphold licensure, board certification, and professional conduct consistent with serving as a medical advisor to a public education system.
- Ensure recommendations reflect evidence-based practice and high ethical standards.

d. **Cadence Requirements:** Services will be provided for a maximum of four (4) hours per month over a 12-month period to cover all Texas campuses. Invoices for services rendered must be submitted on a monthly basis.

Temporary Nursing Staff

Temporary nursing staff may include Registered Nurses (RN), Licensed Practical/Vocational Nurses (LPN/LVN), Certified Nursing Assistants (CNA), and Registered Medical Assistants (RMA). IDEA prefers staffing agencies that can readily provide all listed positions to support its campuses across Texas. All positions are required to provide in-person services only. All positions will adhere to the details below.

a. **Primary Purpose:** RNs, LPNs/LVNs, CNAs, and RMAs will provide **in-person** intermittent nursing services, in the absence of IDEA's full-time school nurse, to support the health, safety, and well-being of

students. Services will be provided on an as-needed and scheduled-intermittent basis. The temporary nursing staff is not a permanent employee of the school. Work hours and days will vary based on operational needs.

b. Required Minimum Education/Certification Qualifications:

- **Registered Nurse (RN)**
 - Education: Bachelor's degree required
 - Licenses or Certifications: Registered Nurse Licensure and current CPR certification
- **Licensed Practical/Vocational Nurse (LPN/LVN)**
 - Education: High School diploma or GED
 - Licenses or Certifications: LVN or LPN licensure and current certification in CPRAED/First Aid
- **Certified Nursing Assistant (CNA)**
 - Education: High School diploma or GED
 - Licenses or Certifications: Certified as a nursing assistant and current CPR/AED/First Aid certificate
- **Registered Medical Assistant (RMA)**
 - Education: High School diploma or GED
 - Licenses or Certifications: Certified as a nursing assistant and current CPR/AED/First Aid certificate

c. Major Responsibilities & Duties: Temporary nursing staff will perform nursing services consistent with IDEA's Standing Orders and State Nursing Practice Standards and within the scope of licensure, including but not limited to:

- Student Health Services
 - Provide first aid and basic nursing care for illness and injury during the school day.
 - Perform health assessments and observe students for signs and symptoms requiring further evaluation.
 - Administer medications in accordance with physician orders, parent/guardian consent, and school policy.
 - Monitor and document student response to medications and treatments.
 - Support care for students with chronic conditions (e.g., asthma, diabetes, seizure disorders) according to established health plans.
- Clinical Procedures
 - Perform routine nursing procedures such as vital signs, blood glucose monitoring, inhaler or nebulizer assistance, and other treatments as ordered and permitted by LPN practice standards.
 - Implement existing Individualized Health Plans (IHPs), Emergency Action Plans (EAPs), and physician orders.
- Infection Control and Health Monitoring
 - Follow school and district infection prevention and control procedures.
 - Identify and report communicable disease concerns according to school policy.
- Health Office Operations

- Maintain a safe and organized, health office environment.
 - Accurately document all student encounters, medication administration, treatments, and parent communications.
 - Maintain medication logs and inventory per school policy.
 - Follow established procedures for medication storage, confidentiality, and recordkeeping.
 - Communication and Coordination
 - Communicate appropriately with parents/guardians regarding student health concerns as directed by school policy.
 - Collaborate with school administration, teachers, and support staff regarding student health needs.
 - Escalate concerns to the Regional Registered Nurse (RRN)
 - Emergency Response
 - Provide initial assessment and nursing intervention during medical emergencies.
 - Activate emergency response procedures and 911 services as required.
 - Assist with student stabilization until emergency responders arrive.
 - Notify school administration and appropriate parties following emergency incidents.
- e. **Cadence Requirements:** Nursing services will be provided on an as-needed and scheduled-intermittent basis, in the absence of IDEA’s full-time school nurse. Nursing staff will serve as temporary staff and is not a permanent employee of the school. Work hours and days will vary based on operational needs. Services must be billed on an hourly basis and include supporting documentation of service delivery, such as a detailed time log.
- d. **Limitations of Temporary Nursing Staff:** The temporary nursing staff will practice strictly within the scope of their licensure and in accordance with school policies. They will not create independent nursing diagnoses and will refer any complex health issues to the Regional Registered Nurse (RN) for evaluation and guidance.
- e. **Compliance and Professional Standards:** The temporary nursing staff will maintain current and valid licenses and certifications and comply with all school policies, state nursing practice regulations, FERPA, and other applicable confidentiality requirements. The temporary nursing staff will also adhere to professional standards of conduct and uphold student safeguarding expectations at all times.
- f. **Schedule and Work Pattern:** Services will be provided on an intermittent basis, according to the operational needs of the school. Hours may vary from day to day and week to week, and the temporary nursing staff is expected to remain flexible with scheduling, provided reasonable notice is given.
- g. **Deliverables:** The temporary nursing staff is responsible for the timely and accurate documentation of all health office activities, maintaining safe and compliant medication administration records, and providing written handoff communication to the returning full-time nurse, including notification of any critical students or issues as requested.

PART IV – STATEMENT OF QUALIFICATION REQUIREMENTS

The Statement of Qualifications should be prepared to provide a clear and concise presentation of the respondents' capabilities in meeting the requirements of this RFQ. Emphasis should be placed on the respondent's ability to support IDEA Public Schools in maintaining compliance with applicable policies, procedures, Texas Education Agency (TEA) requirements, and relevant licensing boards when providing Medical Doctor or Temporary Nursing services.

To be considered, the SOQ must be prepared according to the following specifications:

- I.** Cover Letter
 - II.** Table of Contents
 - III.** Respondent(s) Individual Profile, Certifications, and Licenses
 - IV.** Approach to Services and Methodology as it relates to the scope of work and deliverables
 - V.** Required Forms (*Attachments A – K*)
 - VI.** Rate Sheet for services provided
- a) To be eligible for consideration, electronic copies of the SOQ must be received by using the [Tyler Munis Self-Service](#) website or [Public Purchase](#) website *or* mailed to **IDEA Public Schools, Attn: Purchasing Department, 2115 W Pike Blvd, Weslaco, TX 78596** so that it may be received by the date and time due. All Statements of Qualifications are due no later than and must be received by **12:00 PM CST on Monday, April 20, 2026**, along with the requisite signature pages and completed certification forms. An SOQ submitted after the time and date specified in this subsection (a) will **not** be accepted. A faxed or emailed SOQ will **not** be accepted.
- b) **SOQ Guarantee:** By submitting an SOQ, respondent agrees to honor its SOQ for one hundred twenty (120) days after the due date or until an agreement is in place.
- c) All supplemental information required by the RFQ must be included with the SOQ. Failure to provide complete and accurate information may disqualify the respondent from consideration.
- d) All costs incurred in the preparation and submission of the SOQ shall be paid solely by the respondent. Where Respondents may be required to perform a presentation, give demonstrations, and provide samples and/or technical literature, or participate in any interview process as related to this RFQ, all costs shall be paid by the respondent.
- e) Any SOQ submitted in response to this RFQ will be irrevocable upon the closing time and remain open for acceptance for one hundred twenty (120) days from the closing date whether or not another SOQ has been accepted.
- f) Submission of an SOQ shall be construed to mean that the Respondent agrees to carry out all conditions set forth in this RFQ. Any proposed variation from the specifications, terms, and conditions shall be clearly identified on *Attachment H*. If no deviations or exceptions are requested and accepted by IDEA, IDEA shall expect to receive the service(s) exactly as specified.
- g) IDEA reserves the right to select any offer it determines is in the best interest of its students and the Organization on the basis of demonstrated competence and qualifications to perform the services under this RFQ, regardless of price.

- h) IDEA may accept multiple offers for the same services. There may not be exclusivity with any selected respondent.

RFQ Clarification

Questions regarding the requirements specified in this RFQ must be submitted via email to the IDEA Public Schools Solicitations Department at solicitations@ideapublicschools.org **no later than Wednesday, April 8, 2026, at 12:00 PM CS** The email subject line should read: **Questions: RFQ 45-MDNRS-0626 Medical Doctor and Temporary Nursing Staff Services in Texas.** Questions submitted by respondents by the submission deadline and answers prepared by IDEA, along with any errata or addenda to this RFQ, if applicable, will be posted on the IDEA website at: <https://ideapublicschools.org/our-story/finance-budget/pcs/bids-rfps/> under “*Open Solicitations*”, on [Public Purchase](#), and on the [Tyler Munis Self Service](#) (Texas Only) website. IDEA will not answer questions verbally and any informal oral answers provided by IDEA or its agents shall not be binding. No modification or amendment to this RFQ shall be valid unless it is set forth in writing, via a signed addendum or amendment from IDEA.

Respondent Responsibility

IDEA expects respondents to be thoroughly familiar with all requirements of this RFQ. Respondent’s failure or omission to examine any relevant form, article, site, or document will not relieve respondent from any obligation regarding this RFQ. By submitting an SOQ, respondent is presumed to concur with all terms, conditions, and specifications of this RFQ. Any deviation or exception must be clearly identified and referenced to the proper paragraph in this RFQ on *Attachment G*. Objections considered by IDEA as excessive or affecting vital terms may reduce or eliminate respondent’s prospects for award.

Completeness

SOQ will represent a true and correct statement and shall contain no cause for claim of omission or error. Request for withdrawal of an SOQ is allowed based on proof of mechanical error; however, respondent may be removed from approved list of RFQ participants.

RFQ Disqualification

An SOQ which contains false or misleading statements, or which provides references which do not demonstrate the respondent’s competence and qualifications to perform the solicited services, may be rejected. If, in the opinion of IDEA, such information was intended to mislead IDEA in its evaluation of the SOQ and the attribute, condition, or capability is a requirement of the RFQ, IDEA may reject the SOQ and remove it from consideration.

Statement of Qualifications Signatures

The SOQ must be signed by an individual with the delegated authority to obligate the respondent. The signature should include the full printed name of the signer and title or position that the individual holds in the firm.

Selection of Respondent(s)

IDEA may award this RFQ to multiple respondents, or to a single respondent, in its sole discretion, which IDEA determines is in the best interest of its students and the Organization on the basis of demonstrated competence and qualifications to perform the services under this RFQ, based upon IDEA’s evaluation of the SOQ. Thus, the result will be determined by the applicable criteria, as listed under Evaluation Criteria referenced in this RFQ. Once the SOQ is received the qualifications will be evaluated by IDEA and then interviews will be conducted (if required) with selected respondents.

Administrative Procedure for Bidder Complaints

Members of the public having complaints regarding the IDEA’s purchasing procedures or operations may present their complaints or concerns to IDEA by writing to the following address:

**IDEA Public Schools
Attn: Director of Procurement**

2115 West Pike Blvd
Weslaco, TX 78596

PART V – SUBMISSION INSTRUCTIONS

The SOQ must be submitted electronically using the [Tyler Munis Self-Service](#) website or [Public Purchase](#), *or* by sending a hard copy to:

IDEA Public Schools
RFQ #45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas
Attn: Purchasing Department
2115 West Pike Blvd
Weslaco, TX 78596

If transmitted in hard copy, the SOQ must be in a sealed envelope marked on the outside of the envelope with the RFQ Number and Title (45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas) and include:

1. One (1) clearly identified hard copy ORIGINAL of the SOQ response.
2. One (1) copy of the SOQ on FLASH DRIVE, marked with the Respondent's name.

Note: Submissions via fax or email will not be accepted.

NOTE: The respondents' SOQ itself shall be organized as identified in *Part IV – Statement of Qualification Requirements*.

PART VI – REQUIREMENTS

Statement Of Qualifications Opening

A formal "opening" will not be held. Trade secrets and confidential information contained in the SOQ shall not generally be open for public inspection, but IDEA's records are a matter of public record.

Who Is Eligible to Respond

Respondents who meet the quality standards and other requirements of this RFQ, and who are not debarred or suspended from conducting business with IDEA Public Schools or any federal or state-funded agency, are invited to submit a Statement of Qualifications (SOQ). By submitting an SOQ, a prospective respondent represents to IDEA that it meets the following requirements:

- Possesses, or is able to obtain, adequate financial resources to perform the services required under this RFQ.
- Is able to comply with the required scope of this RFQ.
- Has a satisfactory record of integrity and ethical conduct.
- Is otherwise qualified and eligible to receive an award under this RFQ.
- Maintains current standing with any applicable professional or licensing associations relevant to the services being provided.

PART VII – EVALUATION CRITERIA

IDEA will evaluate each respondent's SOQ based on the criteria listed in this solicitation. The evaluation committee may take the following actions: (1) rank vendors by total score, (2) conduct interviews to allow

respondents to clarify or elaborate on their SOQ, provide additional information, or discuss potential scope adjustments prior to award, (3) request revised submissions for any or all portions of the SOQ, if necessary, and (4) recommend to IDEA’s Board that it make the final award to the highest-scoring respondent who is determined to have best demonstrated the competence and qualifications necessary to perform the services under this RFQ. Respondents will be scored according to the evaluation criteria outlined below:

Max Points	Explanation of Criteria
35 Points	Respondent’s Level of Expertise The Respondent demonstrates the requisite qualifications and expertise as specified in <i>Part III - Background and Scope of Services</i> to perform the services requested
30 Points	Respondent’s Experience The Respondent has demonstrated experience providing similar services to K–12 public schools within the past three (3) years, as documented in <i>Attachment E – Reference Sheet</i> .
20 Points	Respondents’ ability to provide services The respondent demonstrates the ability to provide the requested services, Medical Doctor consulting and/or Temporary Nursing, as documented in <i>Attachment I – Geographic Coverage</i> . Evaluation will consider the respondent’s capacity to deliver services effectively and reliably in the locations and scope indicated in their SOQ.
15 Points	Respondent’s ability to comply with the RFQ The Respondent has completed and signed all required documentation in Attachments A–K and demonstrates the ability to comply with all <i>Part IV – Statements of Qualifications Requirements</i> , including: I. Cover Letter II. Table of Contents III. Respondent(s) Individual Profile, Certifications, and Licenses IV. Approach to Services and Methodology V. Required Forms (<i>Attachments A – K</i>) VI. Rate Sheet for services provided

Total Possible Points: 100

PART VIII – ATTACHMENTS

The attachments listed below are required and should be included with the SOQ, along with any other forms included in this RFQ. All forms requiring a signature must be signed as indicated.

1. **Attachment A** - Title Page
2. **Attachment B** – Respondent Acknowledgement
3. **Attachment C** – Certification Regarding Lobbying
4. **Attachment D** – Debarment or Suspension Certification
5. **Attachment E** – Reference Sheet
6. **Attachment F** – Evidence of Insurance
7. **Attachment G** – Deviations and Exceptions

8. **Attachment H** – Vendor Questionnaire
9. **Attachment I** – Geographic Coverage Questionnaire
10. **Attachment J** – Rate Sheet
11. **Attachment K** – RFQ Completion Checklist

Attachment A – Title Page



A Statement of Qualifications

Submitted in Response to:

Request for Qualifications

#45-MDNRS-0626

**Medical Doctor and Temporary
Nursing Staff Services in Texas**

Published by IDEA Public Schools

Submitted By:

(Full Legal Name of Respondent)

Respondent dba (if applicable): _____

Employer Identification Number: _____

Street Address: _____

City, State, and Zip Code: _____

Additional Requirements:

The SOQ must include the name of each person with at least twenty-five percent (25%) ownership of the business.

Name: _____ Name: _____

Name: _____ Name: _____

On:

(Date of SOQ Submission)

Attachment B – Respondent Acknowledgement

The undersigned representative of the responding organization indicated below hereby acknowledges and affirms that;

1. I am authorized to enter into a contractual relationship on behalf of the responding organization indicated below.
2. I have carefully examined and accept the general terms and conditions located at [Procurement & Contract Services – IDEA Public Schools](#) in addition to the specifications and supplemental terms and conditions (if applicable) included in this solicitation.
3. Neither the responding organization nor any of its officers, partners, owners, agents, representatives, employees, or parties of interest, has in any way colluded, conspired, or agreed, directly or indirectly with any person, corporation, or other responding organization or potential responding organization or given any money or other valuable consideration for assistance in procuring or attempting to procure a contract or fix the prices in the attached response.
4. No attempt has been or will be made by the responding organization’s officers, employees, or agents to lobby, directly or indirectly, Board of Directors of IDEA Public Schools, or any employee involved in this procurement activity.
5. If all or any part of this Statement of Qualifications is accepted, the responding organization shall provide all products/services at the prices quoted and in strict compliance with all terms and conditions associated with this solicitation.
6. The responding organization is in compliance with all applicable federal, state and local codes, laws and statutes.

Respondent’s Legal Name: _____

Address: _____

Telephone Number: _____

Fax Number: _____

Project Contact Person: _____

Contact Phone Number: _____

Contact Email Address: _____

Web Site Address: _____

Signature of Authorized Representative

Date

Printed Name and Title of Authorized Representative

Attachment C – Certification Regarding Lobbying

Submission of this certification is a prerequisite for making or entering into this transaction and is imposed by section 1352, Title 31, U.S. Code. This certification is a material representation of fact upon which reliance will be placed when this transaction is made or entered into. Any person who fails to file the required certifications shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

The undersigned certifies, to the best of his or her knowledge and belief, that:

1. No Federal appropriated funds have been paid or will be paid by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, or an officer or employee of Congress, an employee of a Member of Congress, or any member of the Board of Directors, officer, or employee of IDEA in connection with the awarding of Federal contract, the making of a Federal grant, the making of a Federal Loan, the entering into a cooperative agreement, and the extension, continuation, renewal, amendment, or modification of a Federal contract, grant, loan, or cooperative agreement.
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, an employee of a Member of Congress, or any member of the Board of Directors, officer, or employee of IDEA in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form –LLL, “Disclosure Form to Report Lobbying”, in accordance with its instructions.
3. The undersigned shall require that the language of this certification be included in the awarded documents for all covered sub-awards exceeding \$100,000 in Federal funds at all appropriate tiers and that all sub-recipients shall certify and disclose accordingly.

Respondent’s Legal Name

Signature of Authorized Representative

Date

Printed Name and Title of Authorized Representative

Attachment D – Debarment or Suspension Certificate

IDEA Public Schools is prohibited from contracting with or making sub-awards under covered transactions to parties that are suspended or debarred or whose owners/members/principals and certain employees are suspended or debarred. Respondent must certify that it and its owners/members/principals are not suspended or debarred under federal law and rule.

By submitting this certificate, respondent certifies that no suspension or debarment is in place, which would otherwise preclude respondent or its owner/members/principals or employees from receiving a federally funded contract under applicable federal regulations and federal OMB Circulars.

Respondent's Legal Name

Signature of Authorized Representative

Date

Printed Name and Title of Authorized Representative

Attachment E – Reference Sheet

Please list a **minimum of three (3) verifiable references** of clients/organizations (independent school districts, charter schools, governmental entities, or tax-exempt nonprofit corporations) that have used your services. The use of IDEA Public Schools or its affiliates as a reference is **not permitted**. Preferably the Respondent will list references for any projects completed in the past **three (3) years** that are similar to the scope of work in this Solicitation. If additional space is required, attach additional pages hereto. IDEA would prefer some of the references to be based in Texas and new customers in the last year.

1. _____
 Customer/Client School or Organization/Entity Name Dates of Contract

Street Address City State Zip

Contact Person Phone Number Email Address

Project Scope

2. _____
 Customer/Client School or Organization/Entity Name Dates of Contract

Street Address City State Zip

Contact Person Phone Number Email Address

Project Scope

3. _____
 Customer/Client School or Organization/Entity Name Dates of Contract

Street Address City State Zip

Contact Person Phone Number Email Address

Project Scope

Attachment F – Evidence of Insurance

Evidence of insurance with the minimum coverage specified below is required upon SOQ submission.

MINIMUM INSURANCE COVERAGE & LIMITS FOR VENDORS AND PROFESSIONAL SERVICE PROVIDERS			
Type of Contractor	Required Coverage	Required Coverage Limits	Other
Speakers, Presenters, Judges, DJ, Decoration and Photobooth Vendors (This is not an all-inclusive list)	NA	NA	Hold Harmless Agreement
Charter Bus Services	Commercial General Liability	Each Occurrence: \$1,000,000 General Aggregate: \$2,000,000 Medical Expenses: \$5,000	Additional Insured and Waiver of Subrogation Endorsement
	Automobile Liability	Combined Single Limit or Umbrella Liability (excess) \$5,000,000 Uninsured Motorist: \$100,000 Medical Payments or Personal Injury Protection: \$5,000	Additional Insured and Waiver of Subrogation Endorsement
Maintenance/Repair (painting, plumbing, HVAC, roofing, landscape, etc.) Service Providers (copier/fax service, computers, security, equipment vendors, etc.)	Commercial General Liability	Each Occurrence: \$1,000,000 General Aggregate: \$2,000,000 Personal and Advertising Injury: \$500,000	Additional Insured Endorsement
	Automobile Liability Including: <input type="checkbox"/> Owned Vehicles <input type="checkbox"/> Non-Owned Vehicles <input type="checkbox"/> Hired Vehicles <i>(Required for vehicles driven on school property)</i>	Combined Single Limit: \$1,000,000	
	Workers' Compensation* Employers' Liability	Limit: State- Statutory Each Occurrence: \$500,000	Waiver of Subrogation Endorsement

Vendor General Insurance Requirements	Commercial General Liability	Each Occurrence: \$1,000,000 General Aggregate: \$2,000,000 Personal and Advertising Injury: \$500,000	Additional Insured Endorsement
	Automobile Liability Including: <input type="checkbox"/> Owned Vehicles <input type="checkbox"/> Non-Owned Vehicles <input type="checkbox"/> Hired Vehicles <i>(Required for vehicles driven on school property)</i>	Combined Single Limit: \$1,000,000	
	Workers' Compensation* Employers' Liability	Limit: State- Statutory Each Occurrence: \$500,000	Waiver of Subrogation Endorsement

For the contractor categories below, the following coverages may apply in addition to the general insurance requirements listed above:

Welders, plumbers (work with open flames)	Fire Damage	Each Occurrence: \$1,000,000	Additional Insured Endorsement
Hazardous Materials, Waste Haulers, Pest Control, etc.	Pollution Liability (May require project-specific coverage)	Each Occurrence: \$1,000,000	Additional Insured Endorsement
Professional Services (accountants, architects, attorneys, education consultants, etc.)	Professional Liability	General Aggregate: \$2,000,000 Each Occurrence: \$1,000,000 Abuse of Molestation (if applicable) \$1,000,000	Additional Insured Endorsement
Nurses, therapists, medical providers	Professional Liability or Medical Malpractice (as applicable)	General Aggregate: \$3,000,000 Each Occurrence: \$1,000,000 Abuse of Molestation: (If applicable) \$1,000,000	Additional Insured Endorsement
Payroll company, Data managers	Cyber Liability	Each Occurrence: \$1,000,000	Additional Insured Endorsement

The Additional Insured Endorsement language must name as follows: IDEA Public Schools, 2115 W. Pike Blvd, Weslaco, TX 78596.
Please [click here](#) to see a COI Example.

Attachment H – Vendor Questionnaire

All questions must be answered with the submission of qualifications. Except as otherwise requested, provide clear, concise responses to the following items. Attach supporting documentation where applicable. Answers will be used to evaluate qualifications, experience, and capacity to deliver Medical Doctor and/or Temporary Nursing services as described in this RFQ.

- 1. Service Type Submission:** Indicate whether you are submitting a Statement of Qualifications (SOQ) for Medical Doctor (MD) consulting services, Temporary Nursing Services, or both.
(Provide response on firm letterhead.)
- 2. Service Capacity and Coverage:** Explain your ability to provide services across the geographic area indicated in *Attachment I – Geographic Coverage Questionnaire*. Include information on staffing capacity, availability for intermittent or scheduled services (for Temporary Nursing Services), and flexibility to meet school operational needs. Indicate how quickly services can be mobilized in the event of short-notice needs or emergencies.
(Provide response on firm letterhead.)
- 3. Policy Development and Guidance (MD Only):** For Medical Doctor respondents, provide examples of experience developing, reviewing, or implementing health policies and protocols for pediatric or adolescent populations.
(Provide response on firm letterhead.)
- 4. Experience and Professional Expertise:** Describe your professional experience providing Medical Doctor consulting and/or Temporary Nursing services in K–12 school settings or other pediatric/adolescent populations. Include examples that demonstrate your ability to manage student health, interpret public health guidance, provide clinical oversight (MD), or deliver direct nursing care.
(Provide response on firm letterhead.)

Attachment I – Geographic Coverage Questionnaire

The Respondent must provide geographic coverage for the services (Medical Doctor consulting and/or temporary nursing) referenced in this RFQ as part of its SOQ submission. Respondents shall **not** complete the sample shown below; instead, the Excel file titled *Attachment I – Geographic Coverage Questionnaire* must be downloaded and completed. The completion of columns B, C, and D of the Excel sheet are required.

⚠ *Attachment I – Geographic Coverage Questionnaire* may be downloaded at: <https://ideapublicschools.org/our-story/finance-budget/pcs/bids-rfps/> (under “Open Solicitations”).


Attachment I - Geographic Coverage Questionnaire: RFQ #45-MDNRS-0626			
⚠ Instructions: Columns B, C and D must be completed for every Texas region.			
Rio Grande Valley, Texas			
Service	Can services be provided in this region? (Yes or No)	Can this service be provided in-person? (Yes or No) <i>*MD services may be in-person or virtual; nursing services must be in-person only</i>	Can services be provided for ALL campuses in this region? Yes or No <i>If No, which campuses can be serviced?</i>
Medical Doctor (MD or DO) - Consult-Focused			
Registered Nurse (RN)			
Licensed Practical/Vocational Nurse (LPN/LVN)			
Certified Nursing Assistant (CNA)			
Registered Medical Assistant (RMA)			
San Antonio, Texas			
Service	Can services be provided in this region? (Yes or No)	Can this service be provided in-person? (Yes or No) <i>*MD services may be in-person or virtual; nursing services must be in-person only</i>	Can Services be Provided for ALL Campuses in the Region? Yes or No <i>If No, which campuses can be serviced?</i>
Medical Doctor (MD or DO) - Consult-Focused			
Registered Nurse (RN)			
Licensed Practical/Vocational Nurse (LPN/LVN)			
Certified Nursing Assistant (CNA)			
Registered Medical Assistant (RMA)			
Austin, Texas			
Service	Can services be provided in this region? (Yes or No)	Can this service be provided in-person? (Yes or No) <i>*MD services may be in-person or virtual; nursing services must be in-person only</i>	Can Services be Provided for ALL Campuses in the Region? Yes or No <i>If No, which campuses can be serviced?</i>
Medical Doctor (MD or DO) - Consult-Focused			
Registered Nurse (RN)			
Licensed Practical/Vocational Nurse (LPN/LVN)			
Certified Nursing Assistant (CNA)			
Registered Medical Assistant (RMA)			

Attachment J – Rate Sheet

Attachment J – Rate Sheet may be downloaded on IDEA’s website at <https://ideapublicschools.org/our-story/finance-budget/pcs/bids-rfps/> under “Open Solicitations” and is required with SOQ submission. Directions on how to complete the price sheet can be found under “Directions” within the file. Submissions received in any alternative format will not be accepted or reviewed.

- ⚠ In addition to *Attachment J - Rate Sheet*, please include your rate sheet on company letterhead at the time of SOQ submission. The rates submitted on *Attachment J - Rate Sheet* will be the rates to be honored with SOQ submission.

Attachment J - Rate Sheet
RFQ #45-MDNRS-0626
Medical Doctor & Temporary Nursing Staff Services in Texas



Name of Individual/Firm:	
Services applying for:	

Directions:
 Respondent is required to complete all cells in yellow for the service(s) they are submitting qualifications for. If not applying for a service, please place a 0 in the cell. The sheet will automatically calculate total annual cost. Temporary Nursing Staff will only show hourly rate(s). Respondent is required to sign and date *Attachment J - Rate Sheet*.
 **In addition to *Attachment J - Rate Sheet*, please include your rate sheet on company letterhead at the time of SOQ submission. The rates submitted on *Attachment J - Rate Sheet* will be the rates to be honored with SOQ submission.

Service	Hourly Rate	Max Hours Per Month	Cost Per Month	Number of Months	Total Annual Cost (Temporary Nursing Services will only show hourly rate in this column)	Details/Comment Regarding Rates (OPTIONAL; use to provide additional details regarding rates)
Medical Doctor (MD or DO) - Consult-Focused		4	\$	12	\$ -	
Registered Nurse (RN) Licensed		Varies	Varies	Varies	\$ -	
Practical/Vocational Nurse (LPN/LVN)		Varies	Varies	Varies	\$ -	
Certified Nursing Assistant (CNA)		Varies	Varies	Varies	\$ -	
Registered Medical Assistant (RMA)		Varies	Varies	Varies	\$ -	

Information
 Medical Doctor (consult-focused): Provide hourly rate. Hourly rate will be used to calculate monthly and annual cost. Total cost will be calculated utilizing a maximum 4 hours per month for 12 months; to be billed monthly.
 Nursing Staff (temporary/intermittent school coverage): Provide hourly rate. Work hours will vary depending on operational needs.

*Cost must factor in the scope of work referenced in Part III - Background & Scope of Services of the RFQ.

ACCEPTANCE OF PROPOSAL	
By signing this Rate Sheet you agree to and acknowledge the Scope of Work and Terms and Conditions stated in the provided solicitation document. Payment for services rendered will be made as specified.	
AUTHORIZED CLIENT SIGNATURE	DATE OF ACCEPTANCE (mm/dd/yyyy)

Attachment K – RFQ Completion Checklist

The documents below are required for the SOQ submission to be considered complete. Failure to submit the required documents may result in the SOQ being deemed nonresponsive.

- Cover Letter
- Table of Contents
- Respondent(s)/Firm Profile
- Certifications and Licenses
- Approach to Services and Methodology as it relates to the scope of work and deliverables
- Attachment A – Title Page
- Attachment B – Respondent Acknowledgement
- Attachment C – Certification Regarding Lobbying
- Attachment D – Debarment or Suspension Certification
- Attachment E – Reference Sheet (minimum of 3 verifiable references)
- Attachment F – Evidence of Insurance
- Attachment G – Deviations and Exceptions
- Attachment H – Respondent Questionnaire
- Attachment I – Geographic Coverage Questionnaire
- Attachment J – Rate Sheet
- Attachment K – RFQ Completion Checklist
- Rate Sheet on company letterhead
- By selecting this checkbox, respondent acknowledges and agrees to the terms and conditions outlined in this solicitation document.**

Signature of Authorized Representative

Date

Printed Name and Title of Authorized Representative

Part IX: APPENDICES

The appendices included in this section contain information relevant to this RFQ and to the preparation of a responsive Statement of Qualifications.

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END OF IDEA PUBLIC SCHOOLS RFQ