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Request For Qualifications Addendum

Addendum #1: Update on Evaluation of MD and Nursing Services / RFQ Q&A / Pre-Qualification Meeting PowerPoint

Date: Monday, April 13, 2026

RFQ #45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas

To: All Prospective Vendors

Medical Doctor consulting services and temporary nursing staff services will be evaluated separately to ensure that each role is assessed and ranked against comparable services. While the evaluation criteria will remain as outlined in *Part VII – Evaluation Criteria* of the RFQ, each role, Medical Doctor consulting and temporary nursing staff, will be assigned separate scorecards and independently evaluated and ranked during the evaluation period.

Additionally, the following questions were sent in response to the referenced solicitation for further clarification. Questions and answers are listed below.

RFQ Q&A

Question 1: We are currently awarded under RFQ #30-SPED-0625 Texas Special Education Instructional & Related Services. In order to continue providing nursing services under this RFQ, must we submit a response to this RFQ?

Answer: Awards made under RFQ #30-SPED-0625 Texas Special Education Instructional & Related Services are unrelated to and do not affect awards issued under RFQ #45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas.

If you wish to be considered for an award under RFQ #45-MDNRS-0626, please review the RFQ and all associated attachments in their entirety and submit a complete Statement of Qualifications by the specified deadline.

Question 2: Is this a new contract or renewal of an existing contract?

Answer: Any contract(s) issued under this RFQ will be a new contract.



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Question 3: If there is an existing contract, could you please share the names of the current vendors and their pricing?

Answer: We are unable to share that information at this time.

Question 4: In order to be considered responsive for this solicitation, is it mandatory to bid on all positions?

Answer: Please refer to the “note” on page 1 of the RFQ. *“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.”*

Question 5: What is the estimated budget for this contract?

Answer: Contract awards for these services will be based on qualifications. The budget will be discussed with the selected awardee(s).

Question 6: Is it mandatory to subcontract?

Answer: No.

Question 7: Could you please provide information on the daily duration of shifts required for the necessary professions? For example, the number of hours per day?

Answer: Please refer to the cadence requirements under each position of the RFQ. Medical Doctor consulting services will be provided for a maximum of four (4) hours per month over a 12-month period to cover all Texas campuses. Temporary nursing staff 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.

Question 8: We are a current vendor for Idea PS under an RFP for nursing but I noticed an RFQ 45-MDNRS-0626 posted. If we are a previously awarded vendor do we need to submit an RFQ?



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Answer: Awards made under any Special Education Instructional & Related Services RFQ are unrelated to and do not affect awards issued under RFQ #45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas.

If you wish to be considered for an award under RFQ #45-MDNRS-0626, please review the RFQ and all associated attachments in their entirety and submit a complete Statement of Qualifications by the specified deadline.

Question 9: How many of each provider type are needed for the 25-26 school year?

Answer: Please refer to the Scope of Work outlined in the RFQ. IDEA intends to contract with one (1) Medical Doctor to provide consulting services and to establish a pool of qualified vendors to supply temporary nursing staff. These temporary nursing services will be utilized on an as-needed and intermittently scheduled basis to provide coverage in the absence of IDEA's full-time school nurse.

Question 10: Does the District currently contract for these services? If so, with how many agencies? If so, are the current agencies able to meet the District's needs? What are the current rates for each service?

Answer: Yes, IDEA currently contracts for these services. However, additional details regarding current contracted agencies, including district needs and existing rates, are not available for disclosure at this time.

Question 11: How is the required On-Boarding handled? Is it provided by IDEA? Prior to starting assignment or after? If prior, how many hours and is it billable?

Answer: Onboarding is completed upon arrival at the campus. The Assistant Principal of Operations/designee will inform the Regional RN that the contracted nurse has arrived on campus. Regional RN will complete onboarding to include location of substitute binder, medications and equipment, documentation forms, and standing orders. This onboarding is approximately thirty minutes and can be billed.

Question 12: Is the MD consulting service a new contract or is this service already under contract?



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Answer: IDEA currently has an MD under contract, however, this is the first time contracts will be issued under an RFQ. Any contract issued under this RFQ will be a new contract.

Question 13: Is a Texas Secretary of State (SOS) registration required at the time of bid submission, or is it required after the contract is awarded?

Answer: The respondent must be duly registered with the State of Texas, and any required state licenses must be obtained prior to award. A contract cannot be awarded to a vendor that is not authorized to conduct business in Texas.

Question 14: Are private sector client references accepted for Attachment E, or do you require government/public school references only?

Answer: Please refer to the directions on *Attachment E – References*.

Question 15: Is this solicitation a rebid? If so, who are the current incumbent vendor(s) providing Medical Doctor consulting and/or temporary nursing services?

Answer: This solicitation is not a rebid. Additional details regarding current contracted agencies are not available for disclosure at this time.

Question 16: Can the District provide the current hourly bill rates being paid for each staffing category (MD, RN, LVN/LPN, CNA, RMA)?

Answer: We are unable to share that information at this time.

Question 17: How will vendors be notified of award (e.g., email notification, formal board approval posting, Public Purchase, etc.)?

Answer: Formal communications will be via email.

Question 18: Does IDEA anticipate awarding contracts by region, service type, or establishing a statewide pool for all services?

Answer: Please refer to *Part I – General Information and Instructions* as well as *Part III – Background & Scope of Services* of the RFQ. IDEA is looking for one (1) **Medical Doctor** to work in partnership with IDEA's Health & Wellness leadership team to provide clinical



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oversight and strategic guidance for student health services. Additionally, IDEA intends to award contracts to multiple providers to establish a pool of qualified vendors capable of supplying **temporary nursing staff services.**

Question 19: Can IDEA provide historical utilization data (e.g., average monthly or annual hours by position type and region)?

Answer: The utilization of temporary staff varies based on the availability of full-time employees and may also differ by region. In contrast, the use of a Medical Director remains ongoing and consistent.

Question 20: What is the intended number of awards (approximate number)?

Answer: Please refer to question #18.

Question 21: What are the estimated funds allocated for this contract?

Answer: Please refer to question #5.

Question 22: What is the work location of the proposed candidates?

Answer: Please refer to *Attachment I – Geographic Coverage Questionnaire*. The campus information is provided for informational purposes only. Medical doctor consulting services may be delivered either in person *or* virtually, whereas temporary nursing staff services must be provided in person *only*, as specified in the RFQ.

Question 23: Is this a new contract, or are there any incumbents? If there is an incumbent, please provide the incumbent's name and pricing and confirm whether the incumbent is eligible to resubmit the proposal.

Answer: Any contract(s) issued under this RFQ will be a new contract.

Question 24: Are there any pain points or issues with the current vendor(s)?

Answer: Additional details regarding current contracted agencies are not available for disclosure at this time.



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Question 25: Could you please share the previous spending on this contract, if any?

Answer: We are unable to share that information at this time.

Question 26: Is there any mandatory subcontracting requirement for this contract? If yes, is there a specific goal for the subcontracting?

Answer: Please refer to question #6.

Question 27: Can we submit good faith efforts if we are unable to find a subcontractor?

Answer: Respondents are not required to subcontract. As stated on page 6 of the RFQ, respondents must ensure they have qualified and available nursing staff in place at the time of contract implementation to provide uninterrupted in-person services and meet student needs efficiently. Additionally, MD consulting services may be provided either in person or virtually.

Question 28: How many positions were used in the previous contract (approximate)?

Answer: IDEA has utilized all positions posted in the RFQ. As noted in the RFQ, temporary nursing staff services are utilized on an as-needed basis to provide coverage for IDEA's full-time nurse during absences. Additionally, one MD consultant has been engaged in prior years.

Question 29: How many positions will be required per year or throughout the contract term?

Answer: Please refer to the Scope of Work outlined in the RFQ. IDEA intends to contract with one (1) Medical Doctor to provide consulting services and to establish a pool of qualified vendors to supply temporary nursing staff. These temporary nursing services will be utilized on an as-needed and intermittently scheduled basis to provide coverage in the absence of IDEA's full-time school nurse.

Question 30: If the resources we provide at the time of proposal submission are unavailable at the time of a potential contract award, could vendors replace them with equally qualified resources?

Answer: Any individual/firm who will provide services in response to the RFQ *must* submit licenses and certifications at the time of SOQ submission. As stated on page 6 of the RFQ, "to guarantee uninterrupted service delivery and minimize any potential delays or disruptions



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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.” All vendor employees who provide ongoing services, either in person or virtually, or who have contact with students must complete and successfully clear the Texas Education Agency vendor background check prior to commencing services.

Question 31: Will the District allow mid-contract price adjustments (e.g., for agency fees or wage rates), and if so, under what conditions?

Answer: Any price increases must be reviewed and approved by IDEA.

Question 32: If adjustments are permitted, is there a specified mechanism (e.g., annual review, CPI-based increase, or mutual negotiation) that governs such changes?

Answer: Price adjustments, if any, are typically considered during the annual renewal period. Please note that all proposed increases are subject to review and approval by IDEA. IDEA reserves the right to decline or not implement any price increases that do not align with its budgetary requirements.

Question 33: Should the initial proposal reflect fixed pricing for the entire term, or can adjustments be proposed in advance as part of the contract?

Answer: IDEA is requesting hourly rates for each service as specified within the RFQ and *Attachment J – Rate Sheet*. Please refer to questions #31 and #32 regarding price increases.

Question 34: What are the invoice/payment terms (NET 30, NET 45, etc.) and required invoice fields?

Answer: Net 30. Please refer to IDEA’s Purchase Order Standard Terms and Conditions on IDEA’s website: <https://ideapublicschools.org/our-story/finance-budget/pcs/>

Question 35: What are the reporting requirements?

Answer: The Medical Director will work directly with the Health & Wellness Director of Clinic Operations who is supervised by the VP of Health & Wellness.



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Temporary Nursing services, while on campus, will report to the Assistant Principal of Operations with clinic-related questions and context support by the Regional RN that supports that region.

Question 36: Is the work entirely onsite, or is there a possibility for remote operations and performance?

Answer: Please refer to question #22.

Question 37: Are resumes required at the time of proposal submission? If yes, do we need to submit the actual resumes for proposed candidates, or can we submit the sample resumes?

Answer: As stated in the RFQ, *“Respondents must submit copies of all applicable certifications, licenses, and credentials for any personnel who will provide services under this RFQ.”*

Question 38: Could you please provide the list of holidays? Are there any mandated Paid Time Off, Vacation, etc.?

Answer: Work calendars for the 26-27 school year have yet to be approved by IDEA’s Board but will be shared with awarded organizations once they are finalized as holidays may vary by Region. It should be noted that Temporary Nursing Services will only be paid for hours spent on campus and not for holidays, PTO, or vacations.

Question 39: Can IDEA provide a sample contract for review?

Answer: Please see a sample Award Agreement attached toward the end of this document.

Question 40: Will awardees have an opportunity to review and negotiate contract terms prior to execution?

Answer: Yes. Any deviations must be accepted by IDEA.

Question 41: If awarded, and there are contract terms we are unable to accept, is there any penalty for declining to execute a contract (e.g., monetary damages)?



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Answer: There are no penalties for declining to execute a contract with IDEA. However, to ensure adherence to the RFQ timeline, respondents are respectfully requested to provide timely updates regarding their decision to accept or decline a potential award.

Question 42: By submitting a Statement of Qualifications, are respondents automatically agreeing to contract terms, or may an awardee decline to enter into a contract if certain terms cannot be agreed upon?

Answer: Please refer to *Part IV – Statement of Qualification Requirements*. 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.

Question 43: As a locum tenens agency, our physicians are engaged as independent contractors rather than employees. Can this distinction be reflected in the contract language, where applicable?

Answer: Per IDEA's Legal Department, any award issued by IDEA will govern the relationship between IDEA and the selected vendor(s). Any separate arrangements between the awarded vendor(s) and their independent contractors will not be included in, or governed by, IDEA's agreement.

Question 44: Are named physician candidates required to be submitted with the proposal, or may candidates be identified after award?

Answer: Please refer to question #30.

Question 45: Will IDEA allow multiple physicians to support the MD consulting services, or is a single physician expected to fulfill the role?

Answer: IDEA intends to contract one (1) Medical Doctor for consulting services.

Question 46: Is there an incumbent vendor currently providing these MD consulting services? If so, can IDEA share the vendor name and general rate information, if available?



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Answer: Yes, IDEA currently contracts for MD consulting services. However, additional details regarding current contracted agencies are not available for disclosure at this time.

Question 47: Will price adjustments be permitted during renewal option years, subject to IDEA approval? If so, may rate increase requests be submitted with each option year?

Answer: Please refer to questions #31-32.

Question 48: What is the expected timeframe for completion of credentialing for an accepted physician?

Answer: All respondents must be actively licensed and certified at the time SOQ submission. In addition, the respondent must be duly registered with the State of Texas, and any required state licenses must be obtained prior to award. A contract cannot be awarded to a vendor that is not authorized to conduct business in Texas

Question 49: Are background screenings required for MD consultants, and if so, will IDEA conduct these screenings or should they be completed by the vendor?

Answer: If background checks are required, IDEA's Risk Management Department will provide guidance at the time of contract award.

Question 50: Is there an existing IDEA platform or system that will be used for MD consulting services (e.g., secure video conferencing or document access)?

Answer: IDEA's Health & Wellness team will utilize email, texts, and phone calls as well as Teams for videoconferencing with the selected MD. Documents will be shared securely via email on an as needed basis.

Question 51: Will MD consulting services be required to be performed on site at IDEA locations, or may services be provided remotely from any location?

Answer: Please refer to question #22.

Question 52: For MD consulting services that do not involve direct patient care, can IDEA clarify whether any IDEA provided systems, platforms, or equipment (such as secure video



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conferencing or internal document systems) will be required, or whether MD consultants are expected to use their own standard business equipment?

Answer: MD consultants will be expected to use their own standard business equipment and sensitive documents will be shared securely via email.

Question 53: What is the work location of the proposed candidates?

Answer: Please refer to question #22.

Question 54: Can we provide hourly rate ranges in the price proposal?

Answer: IDEA is requesting hourly rates for each service as specified within the RFQ and *Attachment J – Rate Sheet*. Please refer to the directions on how to complete *Attachment J – Rate Sheet* within the Excel file.

Question 55: Can you provide an approximate volume of the staff required for all the job roles?

Answer: Please refer to question #9.

Question 56: Can we apply only for some of the job roles and not all of them?

Answer: Please refer to question #4.

Question 57: Can you provide information on the incumbent vendor?

Answer: We are unable to provide that information at this time.

Question 58: Are you satisfied with the current incumbent and if no, what are the main issues?

Answer: Additional details regarding current contracted agencies are not available for disclosure at this time.

Question 59: Why is this solicitation out to bid?

Answer: The State of Texas requires the use of a Request for Qualifications (RFQ) for these professional services in accordance with Government Code, Chapter 2254 (Professional Services).



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Question 60: Can you provide the current or historical rates by skillset?

Answer: We are unable to provide that information at this time.

Question 61: Can you provide an anticipated award date for the contract?

Answer: Please refer to *Part II – Request for Qualifications Timeline* in the RFQ. IDEA tentatively anticipates presenting any contract(s) awarded under this RFQ for approval at its internal Board meeting scheduled for the end of June 2026.

Question 62: Can you provide an estimated budget for the contract?

Answer: Please refer to question #5.

Question 63: Do we need to submit candidate/key personnel resumes with the proposal? If yes, can these be sample/redacted resumes?

Answer: Please refer to question #37.

Question 64: What is the allocated budget for this contract?

Answer: Please refer to question #5.

Question 65: What was the budget for the previous staffing contract?

Answer: We are unable to provide that information at this time.

Question 66: Could you provide details of the previous expenditure associated with this contract?

Answer: We are unable to provide that information at this time.

Question 67: Can you clarify the expected number of awards for this solicitation?

Answer: Please refer to question #9.

Question 68: Please provide the number of FTEs working under the current contract.

Answer: We are unable to provide that information at this time.



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Question 69: How many positions did you need in 2026 and 2027?

Answer: Please refer to question #9.

Question 70: Do we need to provide actual copy of Insurance or Sample copy of Insurance with response?

Answer: Yes, an actual copy is required. Please refer to *Attachment F – Evidence of Insurance*.

Question 71: Could you please confirm the estimated or allocated budget for this contract?

Answer: Please refer to question #5.

Question 72: Are there any challenges/concerns with the current incumbent vendors?

Answer: Please refer to questions #57 and #58.

Question 73: What background checks, drug tests, or any other pre-employment screenings are required for all workers before they begin work? Please provide the details.

Answer: The Texas Education Agency vendor background checks must be conducted through the national DPS FACT Clearinghouse. The cost for fingerprinting is \$48.50 per employee, and vendors are responsible for covering this fee.

Question 74: How many hours or days will be given to the vendor to complete background/drug checks (if applicable)?

Answer: All vendor employees who provide ongoing services, either in person or virtually, or who have contact with students must complete and successfully clear the Texas Education Agency vendor background check prior to commencing services. Processing timelines may vary depending on how promptly the employee completes fingerprinting and satisfies background check requirements.

Question 75: What is the expected turnaround time for vendors to submit candidate résumés after receiving a job request?

Answer: There is not a predetermined turnaround time. Depending on the amount of notice, we will procure the first available vendor to fill the vacancy.



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Question 76: Can you please share the timeline of submission of the candidate?

Answer: Candidates submitted must meet background screening requirements. Ideally, vendors have a pool of pre-screened candidates to offer, if not the screening can take approximately 3-5 weeks.

Question 77: What have been the most significant challenges in working with vendors under past or current contracts?

Answer: Please refer to questions #57 and #58.

Question 78: Do you use online timesheets or paper-based timesheets?

Answer: Temporary Nursing Service agencies utilize their own timesheets, with a signature from a campus-based principal upon arrival and then again on departure as proof of hours to be billed.

Question 79: Do you have your own timesheet, or will you consider a vendor online timesheet?

Answer: Temporary Nursing Service agencies utilize their own timesheets, with a signature from a campus-based principal upon arrival and then again on departure as proof of hours to be billed.

Question 80: The RFQ notes that Medical Doctor consulting services will be provided for a maximum of four (4) hours per month. Can you please confirm whether this is intended as a total of four (4) hours per month across all Texas campuses, or if the expectation is four (4) hours per month per campus or region?

Answer: It is intended as a total of four hours per month across all Texas campuses.

Question 81: Please provide the estimated budget for this RFP. If the budget is not available, kindly provide the historical or previous contract spending.

Answer: Please refer to question #5.



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Question 82: Please clarify whether this is a new contract or if there is an incumbent vendor currently providing these services. If applicable, kindly provide the incumbent vendor's name. Additionally, please indicate any challenges or service gaps the County would like a new vendor to address.

Answer: Please refer to questions #15 and #23.

Question 83: Will the contractor be required to provide any equipment, materials, or products as part of the services? If so, please specify.

Answer: Contractors selected for MD Consulting will be working alongside IDEA's Health and Wellness team to produce and finalize procedures or training that will support on-campus clinic functions across Texas. Contractors for Temporary Nursing Services will be required to document on-campus in-clinic procedures along the lines of medical charting for each student encounter.

Question 84: Please indicate which job category is most frequently utilized by the Organization.

Answer: All positions that are being sought through this RFQ are essential to the operations of IDEA.

Question 85: Please provide the anticipated number of FTEs required under this contract, categorized by job title.

Answer: Please refer to question #9.

Question 86: Please confirm the number of FTEs currently working under the existing contract for each job title.

Answer: We are unable to provide that information at this time.

Question 87: Please confirm if there is any local vendor preference.

Answer: No.

Question 88: Are we required to submit the Certificate of Insurance and Business License with the proposal?



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Answer: Yes.

Question 89: What is the average length of the assignment?

Answer: Please refer to question #7.

Question 90: Is it mandatory for proposers to engage a subcontractor? If so, please outline the applicable goals, required certifications, and documentation to be submitted by subcontractors.

Answer: Please refer to questions #6 and #43.

Question 91: Please clarify whether resumes must be submitted with the proposal. If required, please specify whether live or sample resumes are acceptable, and whether any licenses or certifications must be included.

Answer: Please refer to question #37.

Question 92: Please specify the number of resumes/candidate details required per job title?

Answer: Any individual/firm who will provide services in response to the RFQ *must* submit licenses and certifications at the time of SOQ submission.

Question 93: Please clarify what certifications and licenses do we need to submit with the proposal?

Answer: Please refer to *Part III – Background & Scope of Services* within the RFQ. The minimum required education, certifications, and licensing qualifications are outlined for each role.

Question 94: Should the Excel Attachment J – Rate Sheet and the rate sheet on company letterhead be submitted as separate files?

Answer: Yes, please refer to the directions within *Attachment J – Rate Sheet*.

Question 95: Please confirm whether rates should be quoted hourly for temporary nursing staff and monthly or hourly for the Medical Doctor consultant.

Answer: Please refer to question #33.



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Question 96: Please confirm whether the SOQ must be submitted as a single combined file, or if certain components (e.g., Excel attachments, rate sheet on letterhead) should be uploaded separately.

Answer: Please refer to *Part IV – Statement of Qualification Requirements*. All information must be clearly marked and follow the organization requirements specified within the RFQ.

Question 97: Please specify the format of the proposal.

Answer: Please refer to question #96.

Question 98: Please clarify what specific documentation should be included under Part IV, Section III – Respondent(s) Individual Profile, Certifications, and Licenses (page 12).

Answer: Please refer to question #93.

Question 99: Please clarify whether Attachment K represents the complete and exhaustive list of all mandatory submission requirements, or if there are any additional mandatory items not included in the checklist.

Answer: *Attachment K – RFQ Completion Checklist* identifies all required documents for SOQ submission. Respondents may include additional documentation at their discretion to further demonstrate their qualifications.

Question 100: Should the Excel Attachment J – Rate Sheet and the rate sheet be submitted both on company letterhead as separate files?

Answer: Separate files.

Question 101: Is there a current incumbent providing these services? If so, could you please share the names of the current vendors and their respective pricing?

Answer: Additional details regarding current contracted agencies are not available for disclosure at this time.



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Question 102: Will you please provide the district’s anticipated demand or volume for these positions?

Answer: Please refer to question #9.

Question 103: Can you please confirm the shift schedule for these positions?

Answer: Please refer to question #7.

Question 104: Does IDEA Public Schools maintain separate billing rates for Medical Doctor services delivered in-person versus via telehealth? If so, would IDEA prefer a unified rate across both service modalities?

Answer: MD consulting services may be provided either in person or virtually. Respondents are requested to provide hourly pricing in accordance with *Attachment J – Rate Sheet*. In addition to completing Attachment J, pricing must also be submitted as a separate document on company letterhead.

Question 105: How many providers will the district anticipate needing over the course of the school year?

Answer: Please refer to question #9.

Question 106: How long after award will we begin receiving orders?

Answer: As stated in the RFQ, temporary nursing staff will be utilized on an as-needed basis. Standing orders associated with MD consulting must be approved by July 1.

Question 107: What is the total spend by vendor for the prior three (3) school years?

Answer: We are unable to provide that information at this time.

Question 108: Will the district please provide the historical hours the providers worked for school year 2024-2025?

Answer: We are unable to provide that information at this time.

Question 109: What is the total allocated budget for this contract?



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Answer: Please refer to question #5.

Question 110: What is the expected timeframe to submit credentialed candidates after award?

Answer: Please refer to question #30.

Attachments:

Pre-Qualification Meeting PowerPoint Slides

Sample Award Agreement

End of Addendum

IDEA Public Schools
Request for Qualifications (RFQ)
for
45-MDNRS-0626
Medical Doctor & Temporary Nursing Staff
Services in Texas

Pre-Qualification Meeting

Wednesday, April 1, 2026 @ 10:00 AM CST

Delilah Veliz, Procurement Analyst



Recording

This meeting will be recorded and transcribed for future reference

Please type your name, title, phone number, email address, and organization in the chat

Pre-Qualification Agenda

- Welcome
- Agenda & Solicitation Overview
- SOQ Submission & Selection
- Project Scope and Overview
- Q&A
- Wrap-up



Point of Contact (POC)

All inquiries regarding this solicitation should be directed to IDEA's:

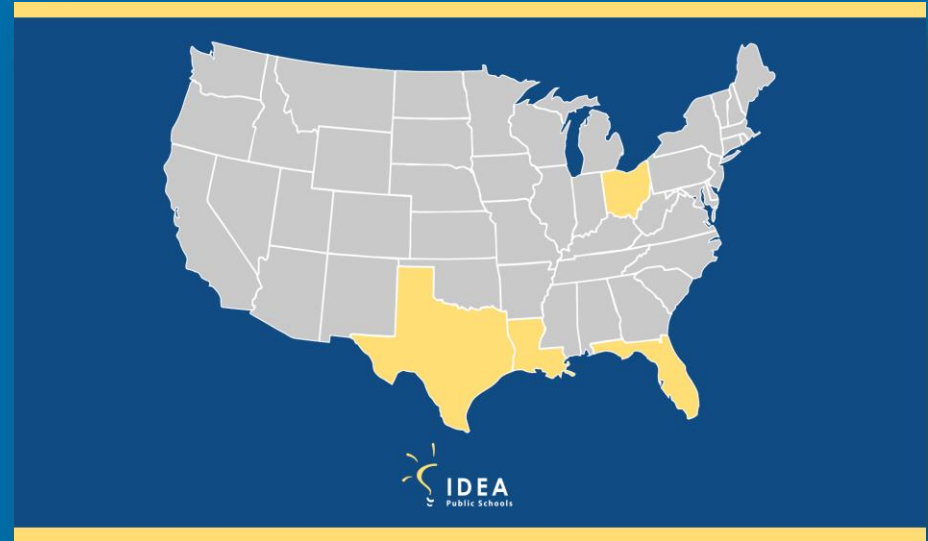
Procurement Department

solicitations@ideapublicschools.org



Disclaimer

- This Document serves to aid interested vendors doing business with IDEA. This Document does not constitute legal advice or bind IDEA in any manner. Anything stated at this pre-submittal conference is not intended to change any terms and/or conditions stated in the advertised solicitation document. Any authorized changes will be made in writing in the form of an addendum issued by IDEA's Procurement Department.



Important Disclosure

⚠ Awards made under *any* Special Education Instructional & Related Services RFQ are **unrelated to and do not affect** awards issued under RFQ #45-MDNRS-0626 Medical Doctor & Temporary Nursing Staff Services in Texas.

Solicitation Overview

Purpose: IDEA Public Schools 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. Additionally, IDEA is seeking temporary nursing staff to provide intermittent, direct nursing services during the absence of the full-time school nurse.

- ⚠ *Respondents are not required to provide all service types in order to participate in this RFQ.*
- ⚠ *The detailed scope of work can be found in Part III – Background & Scope of Services.*

Medical Doctor Overview

- Consult-focused
 - Serve as the district's senior clinical advisor
 - Services may be provided in-person or virtually
 - Maximum of four (4) hours per month over a 12-month period
 - Must cover *all* Texas campuses
 - One (1) award for MD services
- ⚠ Respondents *must* submit copies of all applicable certifications, licenses, and credentials for any personnel who will provide services under this RFQ.
- ⚠ ***The detailed scope of work can be found in Part III – Background & Scope of Services.***

Temporary Nursing Staff Overview

- 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.
 - Services must be provided **in-person only**
 - 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.
 - Must cover *all* Texas campuses
 - Services will be provided on an as-needed and scheduled-intermittent basis
- ⚠ Respondents must submit copies of all applicable certifications, licenses, and credentials for any personnel who will provide services under this RFQ.
- ⚠ **The detailed scope of work can be found in [Part III – Background & Scope of Services](#).**

Required SOQ Format

Respondents must follow the required SOQ format detailed in *Part IV – Statement of Qualification Requirements* when preparing and submitting an SOQ. Each section of the SOQ must be clearly marked.

! Failure to follow all the SOQ's organizational requirements may result in disqualification.

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

Attachment H – Vendor Questionnaire

Respondents must address all questions included in **Attachment H – Vendor Questionnaire** on company letterhead. All responses must be submitted in full as part of the SOQ submission.

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

Respondents must complete columns B, C, and D for all Texas regions in **Attachment I – Geographic Coverage Questionnaire**. All responses must be submitted in full as part of the SOQ submission.

Campus information has been provided for informational purposes only.

! Submissions provided in any alternative format will not be reviewed or considered.


Attachment I - Geographic Coverage Questionnaire: RFQ #45-MDNRS-0625			
⚠ 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

Respondents must provide their hourly rates using IDEA’s **Attachment J – Rate Sheet**. In addition to completing and submitting *Attachment J*, respondents are required to submit their rate sheet on company letterhead as part of the SOQ submission. Please refer to the **Rate Sheet Directions** within the Excel file for guidance on accurate completion.

- ⚠ The rates submitted on **Attachment J – Rate Sheet** will be the rates honored upon SOQ submission.
- ⚠ Submissions provided in any alternative format will not be reviewed or considered.

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	\$		\$	
Registered Nurse (RN)		Varies	Varies	Varies	\$	
Licensed 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)

RFQ Tentative Timeline

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

Submittal Procedures

Due: Monday, April 20, 2026 @ 12:00 PM CST

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.



Evaluation Criteria

A detailed explanation of the evaluation criteria can be found on **Part VII – Evaluation Criteria** of the RFQ.

Max Points	Explanation of Criteria
35 Points	<p>Respondent's Level of Expertise</p> <p>The Respondent demonstrates the requisite qualifications and expertise as specified in Part III - Background and Scope of Services to perform the services requested</p>
30 Points	<p>Respondent's Experience</p> <p>The Respondent has demonstrated experience providing similar services to K–12 public schools within the past three (3) years, as documented in Attachment E – Reference Sheet.</p>
20 Points	<p>Respondents' ability to provide services</p> <p>The respondent demonstrates the ability to provide the requested services, Medical Doctor consulting and/or Temporary Nursing, as documented in Attachment I – Geographic Coverage. Evaluation will consider the respondent's capacity to deliver services effectively and reliably in the locations and scope indicated in their SOQ.</p>
15 Points	<p>Respondent's ability to comply with the RFQ</p> <p>The Respondent has completed and signed all required documentation in Attachments A–K and demonstrates the ability to comply with all Part IV – Statements of Qualifications Requirements, including:</p> <ol style="list-style-type: none"> I. Cover Letter II. Table of Contents III. Respondent(s) Individual Profile, Certifications, and Licenses IV. Approach to Services and Methodology V. Required Forms (Attachments A – K) VI. Rate Sheet for services provided



ANY QUESTIONS?

Closing

If you haven't done so already, please type your name, title, email, phone number, and organization in the chat.



**AWARD AGREEMENT UNDER REQUEST FOR PROPOSAL - RFP# [INSERT NUMBER]
BETWEEN IDEA PUBLIC SCHOOLS AND
[AWARDEE NAME]**

This Award Agreement (“**Agreement**”) is entered by and between IDEA Public Schools, a non-profit corporation and open-enrollment public charter school organized and existing under the laws of the State of Texas (“**School**,” “**IDEA**,” “**DISTRICT**,” or “**Customer**”) and [**Awardee Name**], a _____ (“**[Awardee Name abbreviation]**” or “**Awardee**”) under the Request for Proposal TX [RFP#] (“**RFP**”), which was issued by IDEA Public Schools, (each of [Vendor Name Abbreviation] and School are a “**Party**” and collectively, the “**Parties**”).

WHEREAS, the RFP was issued on [Date];

WHEREAS, the RFP was closed on [Date];

WHEREAS, the Evaluation Committee reviewed the responses to the RFP received from respondents to the RFP;

WHEREAS, upon completion of the evaluation of the responses received by IDEA, the Evaluation Committee agreed to award the services under the RFP to [Vendor Name Abbreviation]; and

WHEREAS, IDEA desires to engage and contract with Awardee to provide the services described in this Agreement, and Awardee desires to enter into this Agreement as an independent contractor to render the services described in this Agreement, and is willing to do so on the terms and conditions set forth below;

NOW, THEREFORE, subject to and conditioned upon approval of the Board of Directors in compliance with state law, IDEA engages the services of Awardee and in consideration of the mutual promises and covenants in this Addendum and for other good and valuable consideration, the sufficiency of which is hereby acknowledged, the Parties hereby agree as follows:

1. **Term.** This Agreement shall begin upon execution by the Parties and shall conclude on [date] (the “**Term**”), unless terminated earlier pursuant to the terms of this Agreement. This Agreement may be renewed for up to four (4) additional one (1) year terms if the Parties agree in writing at least sixty (60) days prior to the end of the then-current Term (each a “**Renewal Term**”). Any renewal term is subject to and conditioned upon the approval of the Board of Directors. Should the Board of Directors not approve this Agreement, IDEA may terminate the agreement, notify Awardee, and pay Awardee for services actually performed, and with no further obligation of IDEA. In such event, Awardee will provide all records of work conducted.

2. **Services.** Awardee shall perform the services described and set forth in the Scope of Work attached as **Exhibit A** to this Agreement and incorporated herein by reference (the “**Services**”). The Parties may, by mutual agreement, amend the Services to be provided pursuant to this Agreement, and any amended and executed Scope of Work shall become a part of this Agreement. The Services shall be performed in compliance with applicable federal, state, and local law. In rendering the Services, Awardee shall comply with all rules and regulations of IDEA. IDEA retains the

right to stop or request alteration of the Services performed by Awardee in order to assure conformity with this Agreement.

Awardee shall perform the Services consistent with the highest degree of care, and shall comply with all professional and ethical requirements imposed by the Texas Education Agency, or any other applicable licensing or practice standards promulgated by any other applicable regulatory agency.

3. **Schedule of Services:** Awardee shall devote as much time, energy, and attention as necessary to complete the Services, and shall be available to provide the Services to IDEA as required to meet the needs of IDEA. Notwithstanding the foregoing, Awardee shall not be required to follow or establish a regular or daily work schedule, except as mutually agreed upon and set forth by the Parties. However, Awardee shall generally provide Services to IDEA during school days and hours, unless otherwise agreed to, in writing, by IDEA and Awardee.

Awardee shall liaise with IDEA and any administrators designated by IDEA, but shall exercise independent discretion and judgment in the performance of the Services, including but not limited to the type, nature, and result of any Services undertaken by Awardee. Subject to the foregoing, IDEA retains the right to ensure that all Services are provided pursuant to the requirements of applicable law.

4. **Fees:** IDEA shall pay Awardee for Services rendered under this Agreement as described and set forth in the Payment Schedule attached as **Exhibit B** to this Agreement and incorporated herein by reference. Awardee shall maintain accurate written records for all Services provided. Awardee shall bill IDEA for the Services provided on a monthly basis, by submission of invoices detailing the provision of Services for the previous month. Such invoiced amounts shall be due and payable to Awardee within thirty (30) calendar days of IDEA's receipt of each invoice. A one-percent (1%) late charge may be added to any past due invoices, not to exceed the maximum allowed by applicable law. IDEA shall not be obligated to pay for any Services not supported by an invoice, or for Services rendered but submitted in an invoice subsequent to the month in which such Services should have been submitted in a prior invoice.

5. **Terms and Conditions:** The Parties hereby acknowledge and agree to be bound by the terms and conditions set forth in the RFP, including, without limitation, the General Terms and Conditions set forth under Part V of the RFP and the Supplemental Terms and Conditions set forth in Part VI of the RFP.

6. **Service of Notices:** All notices, requests, and communications required or permitted hereunder must be written and delivered to the party to be notified (i) by hand delivery, (ii) by United States mail, or (iii) by email or fax transmission. Notice will be effective upon physical delivery of the notice by messenger service or four business days after the date of mailing by certified mail, return receipt requested; or upon acknowledgment of notice by the email recipient, either by return receipt or reply email. If no email receipt or reply has been received by the sender within one business day from emailing the notice, the notice is deemed incomplete and sender must send notice by messenger or certified mail.

<p>If to IDEA:</p> <p>IDEA Public Schools Attn: Contract Manager 2115 W. Pike Blvd. Weslaco, TX 78596 T: (956) 377-8000 Email: contracts@ideapublicschools.org Legal Notices: legal@ideapublicschools.org</p>	<p>If to Awardee:</p> <p><<Awardee Name>> Attn: <<Name or Title>> <<Street Address>> <<City, State, Zip>> T: <<Telephone>> F. <<Fax>> Email: <<email address>></p>
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Notice of a change in address shall be given in writing to the other party as provided above, but shall be effective only upon actual receipt.

7. **Prohibited Activities.** IDEA is prohibited from incurring any expense or using any funds for an activity or event which includes political activities or may compromise IDEA’s 501(c)(3) status.

8. **Conflicts.** In the event of a conflict between the terms of this Agreement and the RFP, the terms of this Agreement shall prevail.

THE PARTIES, having full authority and having taken all legal prerequisites to execution of this Agreement, by and through their respective authorized representatives, hereby execute this Agreement on the date(s) referenced below:

IDEA PUBLIC SCHOOLS

(Signature)

(Date)

(Printed Name and Title)

<<CONTRACTOR NAME>>

(Signature)

(Date)

(Printed Name and Title)

(Signature)

(Date)

(Printed Name)