



REQUEST FOR  
PROPOSALS -  
HEALTH CARE  
CONSULTING/  
FEASIBILITY  
STUDY FOR THE  
BISHOP PAIUTE  
TRIBE

**Bishop Paiute Tribe  
50 N Tu Su Lane  
Bishop, CA 93514**

## **A. INTRODUCTION**

The Bishop Paiute Tribe (BPT) is a federally recognized Indian Tribe with approximately 2,000 enrolled citizens and is governed by the Tribal Council, a board of five (5) members elected by the General Council. The Tribe's headquarters is located in Bishop, CA and is the fifth largest tribe in California.

Tribal citizens face a daily struggle with health issues arising from the high prevalence of risk factors common to many tribal communities – obesity, alcohol and substance abuse, and excessive tobacco use. Likewise, these factors lead to the occurrence of deaths occurring at an early age due to illnesses, such as diabetes, cardiovascular disease, cancer and stroke. The primary health care provider for tribal citizens is the Indian Health Service (IHS) -Toiyabe Indian Health Project, Inc. The facility provides medical, dental, optometry, dialysis, pharmacy, preventative medicine, and public health care services.

The leadership of the BPT has resolved to accept a more active role in the provision of healthcare services to its citizens and is moving to exert its authorities granted under P.L. 93-638, Indian Self-Determination and Education Assistance Act, by accepting greater control in the operation of the IHS managed programs and services. The BPT recognizes that we first must build the capacity and capability to effectively and efficiently administer a health care system. The initial steps in this building process involve the completion of a feasibility study to ensure successful operation of an ambulatory healthcare program.

## **B. PROJECT DESCRIPTION**

The Bishop Paiute Tribe (BPT) is requesting proposals from qualified consulting firms to conduct a feasibility study of Indian Health Service (IHS) services, including behavioral health, contract health and community programs, to determine if tribal management of these programs is possible, feasible, and beneficial. This study will ensure the Tribe is ready to begin to successfully take over the responsibilities, funding, and services from IHS. The products and deliverables will be due at various times throughout the project period. These dates will be agreed upon as a part of the engagement.

## **C. SCOPE OF WORK**

Products and Deliverables:

The following are the product/deliverables that will be required from the Contractor selected:

1. Complete a thorough health needs and health care services assessment that includes a community health needs assessment.
2. Evaluation of the current service delivery system.
3. Service demands estimates
4. Gap analysis.
5. Service Delivery Plan
6. Development of a management and operational plan including financial analysis, projections, and a business plan.

Note: Indian Preference Requirements: The work to be performed under this proposal is subject to Section 7(b) of the Indian Self-Determination and Education Assistance Act (25U.S.C. 450e (b)). Section 7(b) requires that to the greatest extent feasible: (1)

preference and opportunities for training and employment shall be given to Indians, and (2) preference in the award of contracts and subcontracts shall be given to Indian organizations or Indian-owned economic enterprises as defined in Section 3 of the Indian Financing Act of 1974 (25 U.S.C. 1452). If claiming Indian Preference in contracting under this proposal, please indicate whether or not the firm can provide documentation that will qualify the firm as an "Economic Enterprise," (Native American ownership constituting not less than 51 percent of the enterprise), or a "Tribal Organization," (the recognized governing body of any Native American Tribe).

**D. SUBMITTAL DEADLINE**

**The proposal and requested forms must be submitted by 5:00 PM (PDT), March 31, 2020.**

Please provide five (5) complete sets of your Request for Proposal and one (1) digital copy emailed to [Gloriana.Bailey@bishoppaiute.org](mailto:Gloriana.Bailey@bishoppaiute.org).

They should be addressed as follows:

**Bishop Paiute Tribe Tribal Administrator  
ATTN: RFP-BPT Consultant  
50 Tu Su Lane  
Bishop, CA 93514**

All questions should be in writing and emailed to the Bishop Paiute Tribe at [Gloriana.Bailey@bishoppaiute.org](mailto:Gloriana.Bailey@bishoppaiute.org).

**E. PROPOSAL CONTENTS & EVALUATION CRITERIA**

The proposals will be evaluated on the basis of the following criteria and point ranges:

1. Responsiveness of the proposal in clearly stating an understanding of the work to be performed (0-25 Points)
  - a. Comprehensiveness of the work plan for the project (0-10 Points)
  - b. Reasonableness of overall time estimates as well as the time estimates for each major section of the work to be performed as related to the work product required and the deadlines and milestones involved. (0-15 Points)
  
2. Qualifications and experience of Contractor (0-40 Points)
  - a. Size, structure, and longevity of Contractor and ability to maintain continuity of project (0-5 Points)
  - b. Experience of Contractor in performing the work required for this project (0-15 Points)
  - c. Experience of Contractor with Federal Regulations as they apply to Tribal governments and/or organizations (0-10 Points)
  - d. Experience of Contractor in working with both IHS and Tribal Health Program staff (0-10 Points)
  
3. Cost Factor – Cost of Proposal (0-35 Points)

**Total Points Possible: (100)**

4. Indian Preference – The Tribe will award an additional (10) points to qualified Native American owned firms, or (1-10) points to the extent proposing firms provide employment and training opportunities to Native Americans in the conduct of work under this proposal. Applicant must provide appropriate documentation.

**Maximum Total Points w/ Indian Preference: (110)**

**Small and Minority Owned Contractors**

Small Contractors and Contractors owned by small and minority firms, and/or women’s enterprises shall have the maximum practicable opportunity to participate in contracts awarded. Applicant must provide appropriate documentation.

**F. OTHER SUBMITTALS**

**1. Certifications**

A. Submit a certified statement for non-debarment, suspension, or prohibition from professional practice by any Federal, State, or Local Agency. The statement shall read: “This is to certify that \_\_\_\_\_ involved with this work, is not debarred, suspended, or otherwise prohibited from contracting by any Federal, State, or Local Agency.”

B. If qualifying for preference in contracting as a Native American owned enterprise or tribal organization, please submit qualifications and documents substantiating 51% ownership.

C. Submit a written commitment, as follows, that this work will be top priority with the firm and will be completed in an efficient and prompt manner: “This is to certify that, if selected as, will make the work to be performed under this Agreement top priority and will complete the work in an efficient and prompt manner.”

2. **Proposed Fee Schedule/Cost Proposal:** Include a detailed itemized cost statement showing various classes of staff hours at appropriate rates delineated by work product and/or work plan and schedule.
3. **Please provide three (3) professional references:** Include Name of Organization, Name of Primary Contact, Title of Primary Contact, Phone Number(s) and Email Address. References must be related to the professional scope of work contained within this RFP.
4. **Provide Resumes:** Include resumes of all consultants that will be provide services to the BPT under this RFP.

**G. SELECTION PROCESS**

The Tribe, at its sole discretion, shall determine whether a Contractor has the qualifications to conduct the desired service for the Tribe.

1. Proposals will first be examined to eliminate those that are non-responsive to stated requirements.
2. Award shall be made to the most responsible Contractor whose proposal is determined to be the most advantageous to the Tribe taking into consideration the terms and conditions set forth in this RFP.
3. Any response that takes exception to any mandatory items in this RFP may be rejected and not considered.
4. The Tribe reserves the right to accept or reject, in part or in whole, any or all proposals submitted without cause for liability.
5. The Tribe reserves the right to request in writing clarifications or corrections to proposals. Clarifications or corrections shall not alter the Contractor's price contained in the cost proposal.
6. The Tribe reserves the right to negotiate further with the successful Contractor. The content of the RFP and the successful Contractor's proposal(s) will become an integral part of the contract but may be modified by the provisions of the contract.
7. By submission of proposals pursuant to this RFP, Contractor acknowledges that they are amenable to the inclusion in a contract of any information provided either in response to this RFP or subsequently during the selection process.
8. The use of interviews by tele-conference to further evaluate the proposals shall be at the discretion of the Tribe. If utilized, all applicants invited to participate in the oral interviews will be ranked after the interview process.

#### **G. CONTRACT REQUIREMENTS**

The respondent selected under this RFP must be fully qualified to perform the services described above. The selected Contractor must also comply with the BPT requirements:

1. **CONTRACT:** The Contractor shall execute an Agreement with the BPT.
2. **SCHEDULE OF PROJECT(S):** The Contractor shall provide the required services and shall complete the assigned project activities in the agreed to time frame.
3. **INSURANCE:** The Contractor shall maintain in full force and effect during the entire Contract term the Insurance requirements and shall be able to provide a Certificate of Insurance within ten (10) days after notification of award.
4. **CERTIFICATIONS:** The Contractor upon selection shall sign the Bishop Paiute Tribe Certifications, and Other Statements of Offerors; which may include but is not limited to, Independent Price Determination, Contingent Fee Representation and Agreement, Disclosure Regarding Payments to Influence Certain Federal Transactions, Conflict of Interest, and others of the like.
5. **INDIAN PREFERENCE:** To the maximum extent possible, in accordance with Section 7(b) of the Indian Self-Determination Act (25 U.S.C. 450e(b)), the selected Contractor agrees to actively provide, to the greatest extent feasible: (1) preference and opportunities for training and employment shall be given to Indians, and ( ) preference in the award of any subcontracts under this contract to Indian organizations or Indian-owned economic

enterprises as defined in Section 3 of the Indian Financing Act of 1974 (25 U.S.C. 1452)

6. INCORPORATED: All requirements of the Request for Proposals and the representations made in the proposal that are not in conflict with provisions of the Contract shall be incorporated by reference and made an integral part of the Contract as though fully set forth.

7. RETENTION OF RECORDS: All proposals and related materials become the property of the Bishop Paiute Tribe and may be returned only at its option.

8. GOVERNING LAW: All applicants are advised that the laws of the Bishop Paiute Tribe will apply and govern all contracts and engagements.

9. OTHER: All costs directly or indirectly related to responding to this RFP (including all costs incurred in supplementary documentation, information, travel or presentation) will be borne by the Contractor and/or consultant(s) making the proposal.