SKOKOMISH HEALTH CENTER

Request for Proposals
Skokomish Indian Tribe’s MAT Program Development

The Skokomish Indian Tribe, as contracted with the Northwest Portland Area Indian Health Board, has been awarded funding through Substance Abuse and Mental Health Services Administration (SAMHSA)-Tribal Opioid Response (TOR) grant #T1081812-01 focused on addressing the opioid crisis in tribal communities by increasing access to culturally appropriate and evidence-based treatment, including Medication Assisted Treatment (MAT). With this Request for Proposals (RFP) we are seeking a firm or individual to develop our MAT program. The Tribe’s providers and staff will be responsible for participating individuals MAT management and maintenance care. Intakes and Induction will be completed by a partnering entity(ies).

We encourage individuals or firms who demonstrate experience in completing projects like ours with a strong preference for those with experience working with Native American Indian tribes and MAT program development and implementation.

Due Date: January 17, 2020 received by 3:00 pm
(late submissions will not be considered)

RFQ Submission: Via e-mail, U. S. mail, other delivery services and/or hand delivery to:
Denese LaClair
Health Director
Skokomish Indian Tribe
N. 80 Tribal Center Road
Shelton, WA 98584
E-mail: dlaclair@skokomish.org
Phone: 360-426-5755 x 2118

Project Dates: Goods and Services Agreement Executed: by February 1, 2020
Project Start Date: February 2, 2020
Project Completion Date: August 31, 2020
Project Description and Introduction
This project will provide the infrastructure, policies, procedures and processes necessary to provide effective MAT services for our community members in conjunction with our partner(s). The work to be completed under this RFP includes; designing the internal program and coordination efforts with external partner(s). Developing policies, procedures, processes, forms, agreements and other in compliance with Federal, State, SAMHSA, Indian Health Service (IHS) and tribal rules, regulations, laws, guidelines and similar. The successful proposer will be expected to provide program training for providers, other administrative and medical staff and, when necessary, representatives from our partnering entity(ies). The successful proposer will be expected to provide technical assistance as needed during the implementation process.

Who we are......we are a federally recognized Native American Tribe located in Shelton, Washington. The Tribe has 776 members ranging from newborn to the age of ninety. 169 (21.78%) of these members are 17 or under with 115 (14.82%) at the age of 60 or older. Our most recent service population is numbered at 2,388 and the Department has 3072 registered patients.

The reservation is located in rural Mason County, Washington which has been classed as a financially distressed area by the State for over 10 years. Per the Washington State Office of Financial Management (OFM) the median income is $54,364 which is far below our neighboring counties of Kitsap at $69,495 and Thurston at $66,725 as well as the State at $68,550. Unemployment rates in the County soar over our neighbors and the State with June of 2018 rates showing Mason at 6.2%, Kitsap at 4.6%, Thurston at 4.7% and the State at 4.7%. This information is significant as it's been well documented that low-income individuals and those who live in depressed areas are much less likely to have access to quality healthcare and other supportive services. This holds true for our community.

Geographical area.....Our reservation is comprised of 4,950 acres. Our usual and accustomed area includes over 170 miles of shoreline and 75,000 acres of water. Washington State is home to 29 federally and two State recognized tribes.

Our current health operation....Our Heath Department houses healthcare clinics, Indian Child Welfare (ICW), community health, Senior meal and other programs. The Health Center opened in 1976 and today, after several expansions, is almost 10,000 square feet in size. We provide ambulatory medical, dental and mental health/chemical dependency services for tribal members, other Native Americans residing on our service area and non-Native family members. These services include, but are not limited to; primary care, women's wellness screening, colon cancer screening, diabetes and pre-diabetes programs, podiatry, chiropractic, dental and assistance provided by Community Health Representatives (CHR). We are currently in year-four of a five-year Native Connections grant funded program that focuses on suicide prevention and response.

RFP Requirements:
The RFP must contain the following components. Additional information that may prove beneficial to the Tribe during the rating and awarding process is welcomed. Submitters are asked to refrain from submitting RFPs that will not be easily duplicated such as those with spiral binding, photos and fold-out or other larger than letter-sized paper.
1. Contact name, address, telephone number, fax number and e-mail address.
2. Detailed description of skills, experience and ability to meet project requirements including identification and designation of roles/responsibilities of key project staff. Demonstrated experience working with Native American tribes and within tribal communities will be an important consideration when awarding this contract.
3. Client references including project type, dates, contact info and description.
4. Detailed description of approach to project along with a detailed Scope-of-Work (SOW) that includes tasks/activities, timelines and deliverables.
5. A detailed project budget that include a lists of individuals anticipated to work on this project with their hourly rate and number of hours, travel expenses and other as needed to complete the project.
6. Samples of policies, procedures and/or processes formulated all or in part by the proposer.
7. Statement of acceptance to perform services in compliance with SAMHSA, TOR IHS, Skokomish Indian Tribe and other requirements including but not limited to; grant contract terms and conditions, applicable OMB circulars.
8. Statement of acceptance, ability and willingness to: enter into a Skokomish Goods and Services Contract and provide any additional forms and/or certifications as required by the Tribe and/or SAMHSA and/or IHS. Proposer should note any requested exceptions to the Contract in their RFP.
9. Statement addressing whether the submitting individual or entity has minority, woman and/or Native American business ownership

**Requirements:**

1. This grant-funded project must be completed in compliance with SAMHSA, TOR, IHS and Skokomish Indian Tribe’s requirements and policies as well as federal and Washington State laws and regulations.

2. RFP Format:
The RFP format should align with the RFP Components as detailed in the Draft Scoring Criteria table below.

3. The successful proposer may be required to provide a Certificate of Insurance for General Liability insurance and other as required by SAMHSA, TOR, IHS and Skokomish Indian Tribe.

4. Due to grant funding the project must be completed no later than August 31, 2020.
Draft Scoring Criteria:
RFPs will be scored based on the following criteria. The scoring criteria are subject to change without notice at the sole discretion of the Skokomish Indian Tribe.

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Questions:
Direct questions and/or requests for clarification to Denese LaClair as listed above.

Additional Work:
The Skokomish Indian Tribe, at its sole discretion, may extend the contract with the successful Contractor to complete additional work that directly aligns with this project without issuing additional RFPs.