

**Tanana Chiefs Conference
Fairbanks, Alaska**

**REQUEST FOR PROPOSALS
Treatment Center Feasibility Assessment**

Proposal Due: January 31, 2023

Owner: Tanana Chiefs Conference, Health Services

Contact: Ginessa Sams, Behavioral Health Director, Tanana Chiefs Conference, telephone (907) 452-8251, ext. 3336.

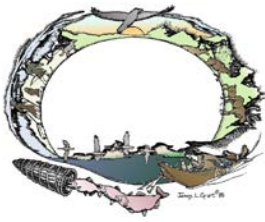
Scope: Tanana Chiefs Conference Health Services invites qualified and interested individuals/firms to submit proposals for the following scope of service within the TCC Behavioral Health Division including:

- Complete a feasibility assessment—evaluate the unmet long-term residential substance use treatment needs and a business plan with the goal of building a 90 day residential substance use treatment center/program in Tok, Alaska. The center will be large enough to accommodate up to 20 individual adult patients and the staff required to maintain the program.
- Research available properties for purchase and the cost to renovate existing infrastructure to meet program needs.
- Estimate the total budget to build a new building.
- Develop a business plan including the budget of operating a 90 day residential substance use treatment center, including reimbursement costs (Medicaid, private insurance, etc.). Treatment program will prioritize Tanana Chiefs Conference beneficiaries, but may serve patients from across the state.
- Provide steps of how they plan to perform the research necessary for the study including travel required along with periodic project deliverables.

Term: Any contract awarded will be for the duration of the current fiscal year, ending on September 30, 2023. Contractor will be required to keep a detailed record of hours spent on specific tasks and submit the record with each invoice.

Selection Process: An individual or firm may be selected to perform the feasibility study based on the most responsive bid based on all qualifications below. Final selection is planned on or February 10, 2023.

Note: All contractors commencing work in the territory of the Tribal Government or Tanana Chiefs Conference are required to comply with Alaska Native and American Indian Preference in accordance with Public Law 93-638.



Submittal Requirements: Proposals must be received by 5:00 PM, Tuesday, January 31, 2023. Please submit proposals to the attention of: Lenore Bifelt, Behavioral Health Administrative Support Manager, Tanana Chiefs Conference, 122 First Avenue, Suite 400, Fairbanks AK 99701 or via email to Lenore.bifelt@tananachiefs.org or via fax to (907) 459-3810. The submittal package must be printed (or formatted for printing) on single-sided 8.5 x 11 inch paper. The proposal must have a cover letter that provides the name of a single person to contact for all information. Please include 3 copies of submittal for review.

Statements of Qualifications and Proposals should include the following:

1. **FIRM HISTORY** – Describe history and size of firm, including its form as a sole proprietorship, partnership, or corporation, as well as its growth history and staff tenure;
2. **FIRM’S PROJECT EXPERIENCE** – Describe the firm’s expertise on performing feasibility studies and cost estimates on projects.
3. **REFERENCES** – provide references and contact information for three previous clients,
4. **AVAILABILITY OF STAFF** – List availability of designated staff;
5. **CONTACT INFORMATION FOR FIRM** – Provide all relevant contact information for the firm, including the office location that will be responsible for this contract;
6. **TRIBAL INVOLVEMENT** – Describe experience in performing feasibility studies and cost estimates of projects with Tribal Governments or TCC or other Alaska Native organizations, Nations, Tribes, or communities, and examples of Alaska Native or American Indian involvement of previous projects;
7. **PROPOSED PRICES/COSTS** – Detail the firm’s proposed prices/rates with consideration of the term of the contract (see Term above). Proposed costs includes travel expenses necessary to perform project objectives.

TCC reserves the right to reject any or all proposals for budgetary, conflict of interest, past performance, federal contract disbarment, or other reasons.

Please direct questions regarding this project to Attention: Guinnessa Sams, Behavioral Health Director at (907) 452-8251, ext. 3336; Tanana Chiefs Conference, 122 First Avenue, Suite 400, Fairbanks AK 99701 or via email to guinnessa.sams@tananachiefs.org.