



REQUEST FOR QUALIFICATIONS

SEACC PLANNING MANAGER

**Gila River Health Care
PO Box 38
Sacaton, AZ 85147**

PROJECT OVERVIEW:

Gila River Health Care (GRHC) is requesting statements of qualifications (SOQ) from parties experienced in preparation and development of opening new ambulatory care facilities. The position will be responsible for planning all activities and organizing resources other than construction. The SEACC Planning Manager will work to coordinate delivery of all constituent services including Primary Care, Behavioral Health, Wound Care and Infusion among others and all Ancillary activities to support clinical departments in preparation for occupation and opening in March 2018.

ORGANIZATION:

Gila River Health Care is a fully owned entity of the Gila River Indian Community. As such it is subject to the laws and Tribal requirements of the sovereign nation.

Gila River Health Care's mission is to provide high quality health care and improve the health of the Gila River and AK-Chin Indian Communities.

Gila River Health Care's vision is to be the premier Native American health care delivery system empowered to serve the lifelong needs of our people.

RFQ/SOQ Schedule

The deadline for submitting RFQ questions (via email to Joseph Jicha: jjicha@GRHC.org) and the SOQ due date stated below apply to this RFQ. This schedule is subject to revision by GRHC.

Issue RFQ	February 8, 2016
Deadline for submitting RFQ questions	February 18, 2016
SOQ due date	February 28, 2016
Evaluation of SOQs	March 1, 2016
Notify short listed Submitters	March 7, 2016

DESCRIPTION OF SITE:

The South East Ambulatory Care Clinic (SEACC) is a 140,000 square foot facility occupying 18 acres in District 4 of the Gila River Indian Community. The physical location is at the intersection of Queen Creek and Old Price Rd. in Chandler, Arizona.

The construction is the result of a partnership between Gila River Health Care and Indian Health Service (IHS). The facility is to ultimately support a population of 15,000-20,000 enrolled Tribal members from Gila River Indian Community and other Native Americans from the metro Phoenix catchments and Gila River Reservation currently served by Phoenix Indian Medical Center (PIMC) and GRHC.

The project will consist of the following elements:

- Patient modeling and projection to achieve best possible service mix for the patient.
- Project planning activities to tightly coordinate with construction timelines.
- Partnering with GRHC Human Resources and clinical and ancillary department leadership for staffing and recruitment planning.
- Partnering with GRHC Public Relations to develop appropriate marketing plans.
- Liaison with Indian Health Services for planning PIMC patient transition.
- Partnering with Medical Transportation to plan and prepare transition of existing GRHC patients to new facility.
- Working with clinical and Ancillary Leadership to plan prepare and deliver state of the art Furniture Fixtures and Equipment for the facility.
- Partnering with Information Systems to develop a transition of the new patient's Electronic Health Record to Gila River Health Care.

SCOPE OF WORK:

The SEACC Planning Manager should be prepared to perform the following tasks as directed by GRHC Leadership:

- Review existing and proposed plans for SEACC construction for space allocation and recommend changes and additions to provide the services needed based on analysis of patient data.
- Identify funding issues and develop a theme that is in alignment with the issues. for deployment of FFE and staffing
- Identify key stakeholders to partner in development.
- Develop a communications mechanism or approach to obtain input at key points throughout all phases of the project.
- Develop a schedule for meetings and activities.

QUALIFICATIONS:

At a minimum, applicants must be able to demonstrate experience in all phases of an outpatient medical facility planning and opening (startup operations). Experience with Tribal organizations as well as Indian Health Service is essential.

Background and reference checks are required before contract execution. Thereafter a Gila River Indian Community business license will be required upon grant of the contract.

Gila River Indian Community Specific Requirements:

A proposal will only be deemed responsive if, in addition to the technical and functional requirements, specific agreement to the following areas is made in the proposal. The successful bidder will be required to accept the following GRIC/GRHC specific contractual language (below) in the final contract as a fundamental qualifying condition to permit a response to this RFP. **Failure to accept the contractual language below may result in disqualification of a vendor.**

TRIBAL BUSINESS LICENSING: Contractors conducting business on the Gila River Indian Community must obtain a Business License. Contractor shall comply with the Gila River Indian Community's business registration, licensing and other applicable tribal regulatory laws, and shall pay any applicable licensing fees. A copy of a current Business License must be provided to GRHC and be maintained for the duration of the contract. Contractor may not use Owner's or the Gila River Indian Community's name in advertising, promotional materials or other forms of medical exposure without advance written permission as to each specific use. The cost of this annual license is currently \$150.00.

INDIAN PREFERENCE: Pursuant to the Gila River Indian Community's Ordinance, GRHC's Procurement Policy and the Indian Self Determination and Education Assistance Act, as amended, Contractor shall provide Indian Preference in the award of any subcontract to this Agreement to any member of a federally recognized Indian Tribe or American Indian Owned Economic Enterprise who meets the minimum qualifications set forth by Contractor. Contractor's team already consists of non-Indian subcontractors; any additional subcontractors effective October 29, 2012, will be subject to this Indian Preference clause.

GOVERNING LAW AND JURISDICTION: This Agreement shall be governed by, construed and enforced in accordance with the laws of the Gila River Indian Community. All disputes arising out of or relating to the matters addressed herein shall be resolved within the exclusive jurisdiction of the Gila River Indian Community Courts. The parties' execution of this Agreement is consent to such jurisdiction and governing law. In the event of a breach of this Agreement, the prevailing party shall be entitled to attorneys' fees and costs in addition to any other remedy at law or in equity.

SOVEREIGN IMMUNITY: GRHC is a subordinate economic entity of the Gila River Indian Community, a federally recognized tribal government with recognized sovereign powers and immunity. Nothing herein shall constitute a waiver of sovereign immunity by the Gila River Indian Community, or any of its subordinate economic entities, including GRHC. GRHC is expressly prohibited from waiving immunity on behalf of the Gila River Indian Community.

GOVERNMENT STATUS: Notwithstanding anything herein to the contrary, the adoption by the GRHC, as a wholly-owned subordinate economic entity of the Gila River Indian Community, of policies and procedures consistent with HIPAA and/or other federal and state laws is not intended to waive any

exemption at law to which it is entitled as a governmental employer. Specifically, GRHC's adoption of policies modeled after such laws is not intended to be construed as a waiver of the Gila River Indian Community's sovereign immunity, consent to jurisdiction outside the Gila River Indian Community Courts, or consent to enforcement authority, actions, or assessments except as may be expressly made applicable to tribal governments.

RIGHT TO AUDIT: Contractor shall establish and maintain a reasonable accounting system that enables GRHC to readily identify Contractor's assets, expenses, costs of goods, and use of funds. GRHC and its authorized representatives shall have the right to audit, to examine, and to make copies of or extracts from all financial and related records (in whatever form they may be kept, whether written, electronic, or other) relating to or pertaining to this Contract kept by or under the control of the Contractor, including, but not limited to those kept by the Contractor, its employees, agents, assigns, successors, and subcontractors. Such records shall include, but not be limited to, accounting records, written policies and procedures; subcontract files (including proposals of successful and unsuccessful bidders, bid recaps, etc.); all paid vouchers including those for out-of-pocket expenses; other reimbursement supported by invoices; ledgers' cancelled checks; deposit slips; bank statements; journals; original estimates; estimating work sheets; contract amendments and change order files; backcharge logs and supporting documentation; insurance documents; payroll documents; timesheets; memoranda; and correspondence.

Contractor shall, at all times during the term of this Contract and for a period of ten years after the completion of this Contract, maintain such records, together with such supporting or underlying documents and materials, The Contractor shall at any time requested by GRHC, whether during or after completion of this Contract, and at Contractor's own expense make such records available for inspection and audit (including copies and extracts of records as required by GRHC. Such records shall be made available to GRHC during normal business hours at the Contractor's office or place of business and [subject to a three day written notice/without prior notice]). In the event that no such location is available, then the financial records, together with the supporting or underlying documents and records, shall be made available for audit at a time and location that is convenient for GRHC.

Contractor shall ensure GRHC has these rights with Contractor's employees, agents, assigns, successors, and subcontractors, and the obligations of these rights shall be explicitly included in any subcontracts or agreements formed between the Contractor and any subcontractors to the extent that those subcontracts and agreements relate to fulfillment of the Contractor's obligations to GRHC.

Costs of any audits conducted under the authority of this right to audit and not addressed elsewhere will be borne by GRHC unless certain exemption criteria are met. If the audit identifies overpricing or overcharges (of any nature) by the Contractor to GRHC in excess of one-half of one percent (.5%) of the total contract billings, the Contractor shall reimburse GRHC for the total costs of the audit. If the audit discovers substantive findings related to fraud, misrepresentation, or non-performance, GRHC may recoup the costs of the audit work from the Contractor. Any adjustments and/or payments that must be made as a result of any such audit or inspection of the Contractor's invoices and/or records shall be

made within reasonable amount of time (not to exceed 90 days) for presentation of GRHC's finding to Contractor.

RESPONSE SUBMISSION GUIDELINES:

The response must include a cover letter, the SEACC Planning Manager's capabilities and experience, as well as a discussion of the individual's experience relative to the project's requirements.

Submit responses to the Request for Qualifications to jjicha@GRHC.org by February 28, 2016.