

## **Hoh Indian Tribe Request for Proposals**

### I. Hoh Indian Tribe

The Hoh Indian Tribe (“Tribe” or “Hoh Tribe”) is located in western Washington State in Jefferson County, 28 miles south of Forks, Washington

### II. Project Description

The Hoh Indian Tribe is working to strengthen its justice system by implementing evidence-based models, including trauma informed care and restorative justice philosophies. To aid the Tribal Court’s probation department, the Tribe will introduce an offender risk/needs assessment tool that will be used pre and post-trial. In addition, the probation department will also introduce alcohol monitoring technologies to help reduce costs associated with random urine analysis tests.

***PLEASE NOTE: TWO DISTICT SERVICES ARE REQUESTED IN THIS RFP. DELIVERY MAY BE COMPLETED IN PART OR WHOLE BY A SINGLE ENTITY OR CONTRACTOR. FUNDING FOR THESE DELIVERABLES IS MADE POSSIBLE THROUGH A DEPARTMENT OF JUSTICE COORDINATED TRIBAL ASSISTANCE SOLICITATION GRANT. ALL PROCUREMENT AND SUBAWARDS MUST CONFORM WITH FEDERAL GUIDELINES.***

**DELIVERABLE ONE:** The Hoh Indian Tribe seeks qualified applicants to deliver an automated software platform for the Risk & Needs Assessment (RNA) of offenders. The consultant/contractor will also be responsible for on-site training, technical assistance on the designing/reporting perimeters of RNA software, the training of all staff, including designated staff. The Consultant/ Contractor will also be responsible for the installation of all software, hardware and data tracking systems at start up.

**DELIVERABLE TWO:** The Hoh Indian Tribe seeks a qualified vendor to provide a Continuous Alcohol Monitoring system for offenders. The consultant will be responsible for the delivery of associated hardware for monitoring, software, software installation and technical support/ training on system use.

### III. Project Goals

- a. To increase the delivery of best practices within the Hoh Indian Tribe’s criminal jurisdiction through the use of emerging technologies.

### IV. Period of Performance

Up to but not to exceed 180 days from date of signed engagement

V. Compensation

All proposals must include a proposed method and rate of compensation.

The proposer certifies that the proposal has arrived at independently and has been submitted without any collusion designed to limit competition. The proposer further certifies that the materials, products, services and/or goods offered herein meet all requirements of the stated specifications and are equal in quality, value and performance with highest quality, nationally advertised brand and/or trade names.

VI. Minimum Qualifications

- a. License, bonded and insured.
- b. Native American Preference Applies.

VII. The Hoh Indian Tribe requests the following to be submitted with the proposal:

1. A covering letter signed by an authorized representative of the company outlining the intent of the response and stating that the information contained in the response accurately describes the services to be provided. The response must also guarantee that all quoted prices will be honored for a minimum of ninety (90) days from the closing date.
2. A description of the Contractor's organization, size, and services provided areas of expertise, length of time in operation and number of playgrounds completed must be addressed.
3. Three valid references must also be provided. If there are special concerns or restrictions on the Hoh Tribe's use of the reference, these concerns should be addressed in the proposal.
4. A detailed listing, with descriptions, of successfully completed projects that demonstrate the Proponent's experience with providing the types of services required by this RFP.
5. Proponents may provide any additional comments about their experience, capacity, and resources which they feel would be informative and beneficial to Hoh Tribe.
6. Complete price sheet breakdown including travel costs.
7. Submit optional pricing (if required).

All proposals must be submitted to the

Hoh Tribe

P O Box 2196

Forks WA 98331

Or via or email to [kristina.currie@hohtribe-nsn.org](mailto:kristina.currie@hohtribe-nsn.org) by December 31, 2018.