

## Request for Proposals:

The Sisseton Wahpeton Oyate seeks to contract services to conduct key informant interviews regarding Opioid Use Disorder treatment and recovery support services.

### Scope of work:

1. Review Tribal Opioid Response Program (TOR) existing Community Readiness Assessment Data on MOUD perceptions
2. Meet with the Tribal Opioid Response Program (TOR) staff at Asniyapi Clinic to review and discuss existing data, community readiness surveys completed last year, and what information will be beneficial through key information interviews, create the interview questions.
3. Develop interview type, key information population and choice (#), interview tool (questions), schedule, logistics, and documentation methods.
4. Conduct interviews according to schedule and plan.
5. Compile data in accordance with documentation methods and draft the report of findings.
6. Present draft report and debrief with the Tribal Opioid Response Program team members.
7. Provide a final Key Informant Interview Report.

### All proposals must include:

- Contact information for the applicant (name, address, telephone number, email address)
- Brief description and history of the applicant's qualifications and experience in conducting key information interviews or similar work
- Statement of capacity to perform the scope of work, including recent, current, and future commitments that could conflict with or affect the applicant's availability to complete the project on or before August 29, 2025.
- Applicant's work plan, delineating how the work will be performed and the timeline for performing it
- Estimated cost all work, fee, and reimbursable expenses required to perform the scope of work (not to exceed the project budget of \$3,962)
- Written acknowledgement that any Agreement executed and performed with the Tribe's exclusive jurisdiction is subject to the exclusive jurisdiction of the Tribal Court of the Sisseton-Wahpeton Oyate of the Lake Traverse Reservation. Acknowledgement that they must comply with the following Sisseton-Wahpeton Oyate Ordinances: TERO Chapter 59

Requirements, Wage Rates & Compliance Plan; Business License Ordinance Chapter 53; Tax Ordinance Chapter 67; and Chapter 75 Sex Offender Registration

- Copy of SWO Business License
- Documentation of Indian Preference
- SWO Tribal Use Tax-5.50%

Evaluation Process will be conducted using the following criteria:

1. Qualifications (25 points)
2. Experience/Past Performance (25 points)
3. Capacity/Technical Approach (25 points)
4. Cost/Budget (25 points)
5. Indian Preference (10 points)

Any questions regarding SWO Tribal Tax please contact the SWO Tribal Tax Office at (605) 698-3911.

All acceptable bids received by June 11th, 2025 will be opened in the Administrative Office by the Procurement Officer with the Program representative in attendance.

Submit proposals to: SWO Procurement Office  
Attn: Vern Vallie  
PO Box 509  
Agency Village, SD 57262  
[vvallie@swo-nsn.gov](mailto:vvallie@swo-nsn.gov)

**\*Any bids not turned into the Procurement Department may be considered nonresponsive.**

Please submit project name clearly visible.

All interested parties acknowledge that any Agreement executed and performed within the Tribe's exclusive jurisdiction is subject to the exclusive jurisdiction of the Tribal Court of Sisseton-Wahpeton Oyate of the Lake Traverse Reservation. All interested parties acknowledge that they must comply with the SissetonWahpeton Oyate Ordinances: TERO Chapter 59 Requirements, Wage Rates & Compliance Plan; Business License Ordinance Chapter 53 and Tax Ordinance.