

Request for Proposals:

The Sisseton Wahpeton Oyate Planning Department is seeking formal proposals from qualified firms for an Independent Financial Feasibility Study and Business/Operational Plan Health & Wellness Center on the Lake Traverse Reservation.

1. Introduction and Invitation

Sisseton Wahpeton Oyate invites qualified firms to submit a fixed-fee cost proposal to provide independent financial feasibility and market analysis services, together with a comprehensive Business/Operational Plan, in support of financing for the construction of a new Health and Wellness Center on the Lake Traverse Reservation.

This solicitation is being issued to a pre-vetted shortlist that includes:

- Firms that currently hold Master Service Agreements (MSAs) with the Tribe; and
- Firms that have been recommended or referred to the Tribe

Because many of the recipients already have an established relationship with the Tribe or come highly recommended, formal, lengthy proposal packages are not required. A concise fixed-fee proposal letter or short response that addresses the items in Section 6 is sufficient.

2. Project Background

The proposed project consists of approximately 22 acres of tribal land located south of SD-10 on the Lake Travers Reservation. Plans call for construction of a two-story, approximately 38,000-square-foot Health and Wellness Center to be sited on the east side of the existing Indian Health Service (IHS) facility in Sisseton, South Dakota.

The facility is expected to be financed through a loan that will be repaid after substantial completion and approval of Section 105(l) lease under the Indian Self-Determination and Education Assistance Act. The selected firm must demonstrate deep, practical experience with Indian tribes on projects of this type that rely on Section 105(l) lease revenue and related federal financing tools.

3. Purpose of the Solicitation

The Tribe seeks an independent third-party firm to produce:

- A rigorous financial study and market analysis; and
- A complete Business/Operational Plan

These documents will be used by the Tribe, its lenders, and federal partners to underwrite construction financing and to demonstrate long-term operational and financial sustainability under a Section 015(l) lease structure.

4. Scope of Work and Required Deliverables

The selected firm shall provide the following technical deliverables:

- Comprehensive Feasibility Study and Market Analysis Report
 - Including an executive summary that clearly assesses overall project viability.
 - In-depth market research and analysis tailored specifically to a health and wellness center asset type and to the Sisseton, South Dakota/Lake Traverse Reservation market.
- Detailed Financial projections
 - Pro forma models (minimum 1-year, 3-year, and 10-year)
 - Discounted cash flow (DCF) analysis
 - Internal rate of return (IRR)
 - Sensitivity analysis
 - Break-even analysis
 - Monte Carlo simulations where appropriate Projections must explicitly incorporate Section 105(l) lease revenue and HIS Multi-Year Funding Agreement (MYFA) assumptions, as well as operating expenses, revenue forecasts, and expected returns.
- Debt Service Analysis
 - Including Debs Service Coverage Ratio (DSCR) calculations under base, downside, and upside scenarios.
- Risk and Opportunity Matrix
 - With clear, actionable recommendations for accessing federal funds or complementary programs (e.g., USDA Community Facilities Direct Loan & Grant Program, New Markets Tax Credits, HUD programs, or other applicable sources).
- Detailed Business/Operational Plan (Owner's Manual)
 - With clear, actionable recommendations for accessing federal funds or complementary programs (e.g., USDA Community Facilities Direct Loan & Grant Program, New Markets Tax Credits, HUD programs, or other applicable sources).
 - Governance structures
 - Staffing plan and organizational chart
 - Day-to-day management and operating procedures
 - Preventive and routine maintenance schedule
 - Reserve-funding protocol designed to maintain compliance with annual federal lease requirements

- Identification of secondary/ancillary revenue models to cover costs not fully met by the 105(l) lease.

*All work product shall be independent, objective, and suitable for presentation to lenders, federal agencies, and tribal decision-makers. *

5. Minimum Firm Qualifications

Respondents must demonstrate:

- Deep, documented experience providing independent financial feasibility studies and market analysis to federally recognized Indian tribes seeking construction loans that will be repaid following substantial completion and approval of a Section 105(l) lease.
- Proven ability to prepare (or to partner with a qualified subconsultant to prepare) a complete Business/Operational Plan/Owner's Manual that includes staffing, maintenance, and reserve-funding protocols compliant with federal lease requirements.
- Familiarity with HIS facilities, tribal health systems, and the practical realities of operating community facilities on rural reservation lands.

Firms already under MSA with the Tribe are presumed to meet basic contracting requirements; however, relevant project experience specific to 105(l) feasibility work must still be briefly confirmed.

6. Submission requirements (streamlined)

Because this opportunity is being directed primarily to a pre-vetted shortlist and the Tribe wishes to move expeditiously, format, multi-volume proposals are not required.

Please submit a concise response that includes:

1. Cover/Transmittal Letter (1-2 pages) Confirming interest, identifying the proposed project team lead, and affirming understanding of the Section 105(l) financing structure.
2. Qualifications Summary (maximum 3-4 pages or equivalent) Brief description of relevant tribal/105(l) experience, key personnel, and any proposed subconsultants, include 2-3 representative project summaries (client, size, role, outcome).
3. Approach and Schedule (1-2 pages) High-level work plan and proposed or open-ended pricing will be accepted as the primary cost basis.
4. Fixed-Fee cost Proposal (required format below) A single, all-inclusive fixed fee for the complete Scope of Work described in Section 4. No hourly estimates or open-ended pricing will be accepted as the primary cost basis.
5. Conflicts/Independence Statement Brief confirmation that the firm can provide truly independent analysis.

Submission Method

Email the complete response (PDF preferred) to:

vallie@swo-nsn.gov

Subject line: "RFP Response – Health & Wellness Center Feasibility – [Firm Name]"

Hard-copy submission is not required unless specifically requested.

7. Fixed-Fee Cost Proposal Format

Respondents shall provide a single lump-sum fixed fee that covers all professional services, travel (if any), subconsultants, and deliverables described in this RFP.

<u>Cost Element</u>	<u>Amount</u>
Comprehensive Feasibility Study & Market Analysis	\$ _____
Financial Modeling & Debt Service Analysis	\$ _____
Business/Operational Plan (Owners Manual)	\$ _____
Total All-inclusive Fixed Fee	\$ _____

Optional: Note any assumptions regarding number of meetings, site visits, or revision rounds included in the fee. Additional services outside the base scope will be authorized only by written amendment.

8. Evaluation Criteria

Responses will be evaluated on the following (approximate weighting):

- Relevant tribal/Section 105(l) experience and technical approach.....**40%**
- Qualifications of key personnel.....**25%**
- Proposed schedule and capacity to meet the Tribe's timeline.....**15%**
- Fixed-fee cost (reasonableness and completeness)**20%**

The Tribe reserves the right to interview short-listed firms, request clarifications, or negotiate final scope and fee with the preferred respondent. Award will be made to the firm determined to offer the best overall value to the Tribe, not solely on lowest price.

9. Anticipated Timeline (subject to change)

<u>Milestone</u>	<u>Target Date</u>
Responses Due	October 23, 2026
Evaluation & Selection	October 2026
Notice of Award/Contract Execution	October/November 2026

Draft Deliverables
Final Deliverables

TBD
TBD

10. Questions and Clarifications

Primary Contact: Vern Vallie
Sisseton Wahpeton Oyate Procurement
Email: vallie@swo-nsn.gov
Phone: 605-698-8302

11. General Terms

- Pursuant to Section 7(b) of the Indian Self-Determination and Assistance Act, as amended, the Sisseton Wahpeton Oyate of the Lake Traverse, to the greatest extent possible, require Indian preference and opportunities for training and employment in connection with the administration of such contract/subcontract.
- This RFP does not commit the Tribe to award a contract or to pay any costs incurred in the preparation of a response.
- The Tribe reserves the right to reject any or all responses, to waive informalities, and to negotiate with any respondent.
- Work will be performed under the terms of the firm's existing Master Service Agreement with the Tribe (where applicable), supplemented by a task order or project - specific agreement incorporating this scope and the agreed fixed fee. Firms without an existing MSA will execute a project-specific agreement.
- All work product shall become the property of the Sisseton Wahpeton Oyate.
- The selected firm must maintain independence and disclose any actual or potential conflicts.
- 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 the Sisseton Wahpeton Oyate of the Lake Traverse Reservation. All interested parties acknowledge that they must comply with the Sisseton Wahpeton Oyate Ordinances: TERO Chapter 59 Requirements, Business License Ordinance Chapter 53, Tax Ordinance Chapter 67 and Chapter 75 Sex Offender Registration.