

Request for Proposals

Lummi Tribal Health Center



Clinical Laboratory Services

LETTER OF INTENT DUE: September 25, 2019

PRE-BID MEETING: September 19, 2019 2:00pm

SUBMISSION DEADLINE: October 9, 2019

CONTACT NAME: Tara Olsen, Healthcare Administrator

TELEPHONE NUMBER: 360-312-2161

CONTACT ADDRESS: 2592 Kwina Road
Bellingham, WA 98226

EMAIL ADDRESS: tarao@lummi-nsn.gov

Contents

1.0 BACKGROUND 3

2.0 SCOPE OF SERVICES..... 3

3.0 LETTER OF INTENT / STATEMENT OF QUALIFICATIONS 4

4.0 PROPOSAL EXPECTATIONS..... 4

 4.1 Proposed Cost and Budget Formulation.....5

 4.2 Proposal Selection Criteria.....5

 4.3 Proposal Submission Deadline.....5

1.0 BACKGROUND

The Lummi Nation operates a complex health care system serving American Indian/Alaska Natives in Whatcom County, Washington. The Lummi Nation has over 5,000 enrolled members and Lummi Nation Programs exclusively serve the American Indian/Alaska Natives population, providing the Lummi people with primary care physical health services, dental care, mental health counseling, substance use disorder counseling, and medication-assisted treatment.

Lummi Tribal Health Center (LTHC) operates a moderate complexity clinical laboratory at 2592 Kwina Road, Bellingham WA. LTHC utilizes the RPMS medical records system, and has an orders interface to its laboratory partner that sends reference laboratory ordering and insurance information, there is also a results interface in place that provides laboratory test results.

2.0 SCOPE OF SERVICES

Option A: Outsourcing all operational aspects of the moderate complexity clinical laboratory located at LTHC.

Option B: Providing reference laboratory testing services to support the on-going success of LTHC's moderate complexity laboratory. Including:

- Medical Director services
- Technical expertise provided by a certified Laboratory Medical Technician on a regular basis when questions regarding policy; procedure; and staff competency arise
- Technical and Medical Director support in preparation for and during the biennial COLA inspection
- The administration of competency testing for LTHC Laboratory staff on an annual basis

Options A and B will include:

- Client bill for all clients that do not have insurance
- Client bill for all client balances after insurance claims have processed
- Orders and results interfacing; on-going interface support

2018 reference laboratory testing volume is attached.

- Please provide pricing for each test on this volume list
- Please provide pricing for all other reference laboratory testing (i.e. low volume tests not listed)

LTHC Patients are not billed for patient responsible balances.

3.0 LETTER OF INTENT / STATEMENT OF QUALIFICATIONS

A Letter of Intent and Statement of Qualifications should be submitted no later than end of business day 6:00pm on Wednesday September 25, 2019, for Clinical Laboratories interested in submitting a response to this RFP. Clinical Laboratories that meet the Letter of Intent submission deadline and possess the minimum qualifications will be added to the list of respondents and invited to a pre-bid meeting. The pre-bid meeting is intended to discuss and clarify the RFP, and to answer any questions the respondents may have. Attendance and participation in the pre-bid meeting is not a requirement, but strongly encouraged. The following criteria are the minimum qualifications in the both the Letter of Intent and Statement of Qualifications and the Proposal Submission:

- Technical expertise in the operational of clinical laboratories
- Ownership or professional relationship with a high-complexity clinical laboratory
- Medical providers that are board-certified in clinical pathology
- Experience providing reference laboratory services to rural communities
- Ability to client bill

The pre-bid meeting is scheduled for Thursday September 19, 2019 from 2:00pm-4:30pm in the Kwelsham Conference Room located on the 2nd floor at;

Lummi Administration Building
2665 Kwina Rd.
Bellingham, WA 98226

4.0 PROPOSAL EXPECTATIONS

Proposal submissions should clearly address the objectives identified in section 2.0 of this RFP. The LIBC shall award the contract to the proposal that best accommodates the various project requirements. The LIBC reserves the right to award any contract prior to the proposal deadline stated within the “Scheduled Timeline” or prior to the receipt of all proposals, award the contract to more than one bidder and refuse any proposal or contract without obligation to either the LIBC or to any proponent offering or submitting a proposal.

4.1 Proposed Cost and Budget Formulation

Option A and Option B should be priced separately.

4.2 Proposal Selection Criteria

Only those proposals received by the stated deadline will be considered. All proposals, submitted by the deadline, will be reviewed and evaluated based upon information provided in the submitted proposal. In addition, consideration will be given to cost and performance projections.

4.3 Proposal Submission Deadline

All proposal submissions shall contain three (3) hard copies accompanied by an electronic copy via e-mail and/or flash/thumb drive and addressed to the Healthcare Administrator and Executive Medical Director. Submissions must be received by the end of business day 6:00pm on Wednesday October 9, 2019.