

**Request For Qualifications**  
**Powder River County**  
*Health Services Feasibility Study*

Powder River County has received a federal Community Development Block Grant (CDBG) award by the Montana Department of Commerce (MDOC) for to conduct a Health Services Feasibility Study.

The County is soliciting offerors of a statement of qualifications in response to this Request for Qualifications to assist the County with the Scope of Work below.

Powder River County – Health Services Feasibility Study – Scope of Work

1. Evaluate Critical Access Hospital (CAH) Designation & Potential Construction

- a. Phase 1 - Perform building evaluation and construction review. This phase should specifically include an evaluation of opportunities to utilize the current structures along with adding new construction. Building evaluation should include more than one option to present for consideration along with estimated costs of options. An analysis should also be made as to the age of plant in 100% construction versus partial construction for additions to existing structures. Ongoing maintenance and repairs should be considered.

Respondents must:

- i. demonstrate experience in healthcare building codes including but not limited to emergency services, ancillary services such as radiology and laboratory, inpatient services, electrical needs, HVAC requirements, patient isolation standards, outpatient clinics, etc.
- ii. demonstrate experience in Life Safety Code including all aspects of construction necessary to meet current life safety code such as sprinkler systems, building materials, fire barriers, etc.

- b. Phase 2 - Conduct a financial analysis and feasibility study of proposed options for county healthcare operations. Evaluate modifications of staffing needs (for example, additional medical practitioners, additional nurses, more nurse training, radiology, and lab technicians, etc.) from SNF structure to CAH. Evaluate variations in operations and potential costs.

Respondents must:

- i. demonstrate experience preparing Medicare and Medicaid cost reports.
- ii. demonstrate understanding of the impact construction projects have relative to cost-based reimbursement.
- iii. demonstrate ability to identify assumptions regarding the provision of CAH services to best estimate impact of CAH designation.
- iv. demonstrate understanding of CAH-based EMS services.
- v. demonstrate ability to consider specific health services and outcomes that will change from current structure to the designation as a CAH. For example, patients who won't need to transfer the potential for added healthcare

- revenue. This may also include services such as ancillary services and the opportunity to capture additional revenue codes.
- vi. demonstrate experience preparing healthcare financial analysis of different operational structures – i.e. CAH, PPS, SNF, fee-for-service, etc.
  - vii. demonstrate experience with Medicare and Medicaid payment rules and impact of changing reimbursement conditions within healthcare.
- c. Additional factors for consideration
- i. Because of the large economic impact of the Manor in Powder River County and the southeastern Montana region, the evaluation should consider the negative economic impacts to the community if the facility were to close.
  - ii. Because of limited access to healthcare in the community, the evaluation should consider the potential negative healthcare outcomes if any of the current health services didn't exist. This should include the potential to improve health outcomes if a CAH existed in the community.
2. Evaluate the addition of Assisted Living – This evaluation will include the same approach as the CAH detailed in Item 1 above. Building or establishing an assisted living facility will include the exact scope of work for the CAH designation. One additional financial inclusion will be understanding housing payment programs such as Section 8 rental assistance or Medicaid waiver program. This Scope of Work item may not be as extensive because Assisted Living is not typically covered by Medicare services and may not be a Medicaid service (unless Medicaid waiver certified).
3. Evaluate the option of Rural Health Clinic (RHC) – This item will only include the financial analysis and feasibility study. The successful applicant will need to have significant experience and understanding of the unique RHC reimbursement rules and how they vary from fee-for-service clinics. In particular, the RHC will have to be evaluated as either a hospital-based (in case the CAH gets designated) or a stand-alone provider-based (in case the CAH doesn't get designated). In other words, the successful applicant will need to analyze this portion of the study as CAH-based or Stand-alone.

Responses should include:

1. the firm's legal name, address, email contact, and telephone number;
2. the principal(s) of the firm and their experience and qualifications with specific regard to Items 1a and 1b above;
3. the experience and qualifications of the staff to be assigned to project with specific regard to Items 1a and 1b above;
4. a description of the firm's prior experience, including any similar projects (in particular those funded by CDBG), size of community, location, total construction cost, and name of a local official knowledgeable regarding the firm's performance;
5. a description of the firm's current work activities and how these would be coordinated with the project, as well as the firm's anticipated availability during the term of the project; and

6. the proposed work plan and schedule for activities to be performed.

Respondents will be evaluated according to the following factors:

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| 1. | the qualifications of the professional personnel to be assigned to the project | 25% |
| 2. | the consultant's capability to meet time and project budget requirements       | 25% |
| 3. | present and projected workloads  | 20% |
| 4. | related experience on similar projects   | 30% |

The selection of finalists to be interviewed will be based on an evaluation of the written responses. The award will be made to the most qualified offeror whose proposal is deemed most advantageous to the County; all factors considered. Unsuccessful offerors will be notified as soon as possible.

Questions and responses should be directed to Lee Randall, Commissioner, PO Box 200, Broadus, Montana, 59317, [cgatlin@prco.mt.gov](mailto:cgatlin@prco.mt.gov). All responses must be received no later than 5pm on October 2, 2023. Please state "CDBG Health Services Feasibility Response" on the outside of the response package.

Respondents may review the CDBG application which includes a description of the proposed project including activities, budget, schedule, and other pertinent information by visiting the County offices during regular office hours or can review the information at [www.prco.mt.gov](http://www.prco.mt.gov). A copy of the application is also available for review at the offices of the Community Development Division, Montana Department of Commerce, 301 S. Park Avenue, P.O. Box 200523, Helena MT 59620-0523.

This solicitation is being offered in accordance with federal and state statutes governing procurement of professional services. Accordingly, the County Commission reserves the right to negotiate an agreement based on fair and reasonable compensation for the scope of work and services proposed, as well as the right to reject all responses deemed unqualified, unsatisfactory, or inappropriate.