

Indian Affairs Department Request for Proposal (RFP) #26 609 0000 00004
Suicide Prevention New Mexico Tribal Citizens & Communities
Response to Questions



Question	Response
Organizational Reference Questionnaire (Appendix F): Will IAD consider allowing Organizational Reference Questionnaires to be submitted through to the proposal deadline?	Yes, Organizational references and all other mandatory documents should be provided prior to the proposal deadline.
Section I, C Scope of Procurement (pg5): It's indicated that the period of performance ends June 30, 2026; however, on page 27 C.6 Cost it , "total cost of implementation of the program for the 1-year contract period". Please confirm the length of the period of performance.	Funds expire on 6/30/2026 and all work should be completed by that date.
Section II, C Scope of Procurement (pg 5): Are there limitations on indirect costs including a fee on this cost-reimbursement type contract?	Indirect Costs cannot exceed 10% of the overall contract/award amount.
Section II, C.33 Use of Federal Funds (pg 21): Will the resulting contract use federal funds?	There are no federal funds involved in this contract, this is state funded. This is boiler plate language.
Section III, C Technical Proposal (pg 22-23): #13 says Cost Proposal. Please confirm if the Technical Proposal should include #13 Cost Proposal or if that should be removed from the Section II.C instructions.	The cost proposal should be provided in a separate document.
Section III, C Technical Proposal (pg 22-23): Should the signed Letter of Transmittal (Appendix E) be included in the Technical Proposal twice? It's listed as #1 and #11.	The Letter of Transmittal only needs to be provided once.
Section III, C Technical Proposal (pg 22-23): Should the signed Campaign Contribution Disclosure Form (Appendix B) be included in the Technical Proposal twice? It's listed as #2 and #12.	The signed Campaign Contribution Disclosure Form only needs to be provided once.
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): How does IAD anticipate securing tribal IRB approval to collect information directly from community members while staying within the budget and the timeline listed in the RFP?	Whether an IRB is required by a specific NPT will be determined by the contractor, as each NPT has its own laws and regulations. The contractor should account for these costs and resources to make those determinations when considering its proposal.

Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Can IAD please provide clarification on what is expected for the qualitative data collection for the community survey work?	The Offeror has the flexibility to propose survey questions or use cases to meet the qualitative data element that meets the objective to, “assess community perspectives, needs, and challenges related to suicide prevention, awareness, and response...”
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Will the survey require IRB approval?	Whether an IRB is required by a specific NPT will be determined by the contractor, as each NPT has its own laws and regulations. The contractor should account for these costs and resources to make those determinations when considering its proposal.
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Who is considered to be the “community” or target audience to respond to the survey? Does NM Indian Affairs Department have an email database they want the survey sent to? How many surveys need to be returned for IAD to consider it a successful return?	The scope of this RFP is to support Native citizens living both on and off tribal lands. The preferred approach should meet Native citizens where they are, by engaging directly with Nations, Pueblos, and Tribes (NPTs) as well as urban Native populations. Anyone in the target population receiving the training should complete the survey, and it would be sent to IAD’s list serv as well. A successful yield would be at least 100 surveys.
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Are there any events in NM where Native Americans will gather that a survey QR code could be displayed and attendees encouraged to participate in the survey?	There will be several opportunities for IAD to support advertising for the survey in various mediums.
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Should the contractor include a targeted social media ad buy to increase survey responses?	This is up to the Offeror, but IAD does have a social media presence that can be leveraged.
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Who is the target audience of the trainings? Does IAD have a contact list of those that are expected to attend the training? If no contact list, may the contractor conduct a targeted social media ad buy to inform potential attendees? How many trainings are to be conducted? How long will each training be? Are the trainings to be done in-person or virtually? If the trainings are to be in-person, does IAD have meeting space and audio-visual equipment available at no cost or does the contractor need to add this cost to the budget?	It is up to the offeror to recommend an evidence based training that meets the expectations of the RFP. The training should ideally be conducted face to face. The scope of this RFP is to support Native citizens living both on and off tribal lands. The preferred approach should meet Native citizens where they are, by engaging directly with Nations, Pueblos, and Tribes (NPTs) as well as urban Native populations. Ideally the Offeror should engage at least 1 urban area and 4 NPTs. IAD can assist in soliciting participation. The location and equipment should be supplied by the Offeror.
Section IV, B Technical Specifications, 2. Mandatory Specifications (pg 23-24): Do any of the reports need to have a 508 Compliance check?	No a 508 Compliance is not required, but there should be a plan in place on best to support those that may require assistance.