

REQUEST FOR PROPOSAL
RESEARCH FOR DISABILITIES
INITIATIVE
FOR
NOKIIWIN TRIBAL COUNCIL



Proposals Due: January 28th, 2022

Nokiiwin Tribal Council
384 Fort William Road
Thunder Bay, ON
P7B 2Z3

Attn: Karen Wood
Disabilities Co-ordinator

Email: disabilities@nokiiwin.com
Phone: 807.699-6221
Cell: 807.628-4120
Fax: 807.474.4238

INTRODUCTION:

Nokiiwin Tribal Council is seeking proposals from interested and qualified individuals and/or companies to complete the following project:

Research for Disabilities Issues

BACKGROUND:

Nokiiwin Tribal Council (NTC) is a non-profit organization that provides advisory services to five member First Nation communities within the Robinson-Superior Treaty Area: Animbigoo Zaagi'igan Anishnaabek, Niinjitiwaabik Zaaging Anishnaabek, Bingwi Neyaashi Anishnaabek, Fort William First Nation, and Pic Moberg First Nations. NTC provides five core advisory services including Band Governance, Finance, Technical Services, Community Planning, and Economic Development. NTC also provides services related to education, health and safety, disabilities, justice and the environment. Nokiiwin Tribal Council was incorporated in 2006 and was fully staffed and operational in 2009. For further information about Nokiiwin Tribal Council, please visit our website at www.nokiiwin.com

Nokiiwin Tribal Council provides advisory and training services to five First Nations communities in the Robinson Superior territory, our communities spanning a region approximately 400 kms East of Thunder Bay and 200 kms North around Lake Nipigon. Nokiiwin seeks to support capacity development for member communities, provision of advisory programs, sharing innovative delivery programs and the maintenance of a strong funding governance, all while honouring and promoting Anishinaabe history, culture, and language. According to Health Canada's "Statistical Profile on the Health of First Nations in Canada," 'nearly one-quarter (22.9%) of First Nation adults living on-reserve reported having at least one disability.' A more recent study, "Indigenous people with disabilities in Canada: First Nations people living off reserve, Métis and Inuit aged 15 years and older", published in Dec. 2019 (Hahmann, et al.) has found that up to 32% of First Nations people living off reserve identified one or more disabilities that limited their daily activities. This is more than 10 percentage points higher than the incidence of disabilities in the non-Indigenous population, 21.8%. Nokiiwin's Needs Assessment Report (see attached) found that a full range of needs can be found in our communities: developmental disabilities, the 'dual-diagnosis' complications of mental health and addictions, diabetes and age onset related disability and mobility concerns. Nokiiwin is committed to helping members facing any or all these challenges find the services, equipment, funding, and community-based resources to manage or overcome these challenges to live well their home community. Nokiiwin's Disabilities Initiative seeks to move forward with a strengths-based approach for our communities. First and

foremost, this means that we find and promote the total wellness of the Medicine Wheel – physical, mental, emotional, and spiritual. Where the Disabilities Initiative started over 5 years ago by seeking to connect our community members who have acute or chronic conditions with supports for access and care (all of which we are still doing), increasingly, we have had to address the social determinants of health that both cause and perpetuate such conditions. This being the case, our thinking has shifted away from pathologizing our communities as ‘unwell’ and ‘disabled’ and towards our overarching vision of Mino Bimaadiziwin, ‘the good life.’ We do this by promoting individual and community wellness, to 2 support services, quality of care, and natural circles of care already found in our communities, even possibly facilitating the return of those members that are off reserve in long-term care facilities. At Nokiiwin’s regional leadership meeting in June of 2019, the chiefs of our five member communities identified one of their greatest unmet needs as being the lack of meaningful employment opportunities for persons with disabilities. And at our elders gathering in January of 2020, the message we heard loud and clear from a number of elders from all our member communities is the need to think intergenerationally about disabilities. Where there is funding available through Jordan’s Principle, on the 18th birthday all those changes. The funding sources are fewer and further between, and the process to apply for these more confusing and take more time to get approved. Additionally, while there is much talk about honouring elders in the First Nations context, a number of elders feel that much more attention needs to be paid to elder care in the communities. Many, if not most, of our elders have age related disabilities that need attention. In the 2020-2021 fiscal year, Nokiiwin’s Disabilities Initiative seeks to serve member communities in the following ways:

1. Relationship Development with/for communities, agencies (Developmental Services Ontario, LHIN, etc.) and service providers (Wesway Respite Services, Community Living Thunder Bay, Options Northwest, March of Dimes, etc.) in the disabilities related fields and in regional proximity
2. Knowledge Transfer and navigation for individuals, helping persons with disabilities gain access to funding (Jordan’s Principle, OW/ODSP, Passport, etc.), equipment (MEMO, MoD, etc.), assessments (diagnoses, psych-ed assessments, IEP’s, etc.), services and service providers
3. Research focus on the intergenerational needs of persons with disabilities. Creating process from Jordans Principle funded services for children and youth (Respite care agreement with Wesway and individual JP requests) for seamless transition into adult services (through DSO, to Passport, Community Living, Options Northwest, etc.)
4. Helping persons with disabilities get connected to workplace opportunities. Working with Nokiiwin’s education advisor to develop skills training (life skills, job readiness skills, soft skills, etc.) specific to both disabilities as well as Anishinaabe cultural context. Working with and training potential employers to create culturally safe workplaces, including accommodations policies inclusive of Indigenous persons with disabilities.

5. Research, training, and advisory capacity for elder care programs in the communities.

TERMS OF REFERENCE:

OBJECTIVE:

SCOPE OF WORK:

Nokiiwin Tribal Council seeks to retain a qualified consultant/researcher to produce research on the following for our five Nokiiwin Tribal Council communities of Animbigoo Zaagi'igan Anishnaabek, Niinjitiwaabik Zaaging Anishnaabek, Bingwi Neyaashi Anishnaabek, Fort William First Nation, and Pic Mobert First Nation. This project will include but is not limited to:

- 1. Focus on identifying Disability issues and how they affect homelessness amongst First Nations Youth, Adults and Elders.**
- 2. Identifying service gaps for particular age groups and troubleshooting solutions.**

Information about Nokiiwin Tribal Council can be found at www.nokiiwin.com.

Anticipated Engagement Process and Approach:

It is anticipated the consultant will collect information using whatever means they think appropriate but will include at minimum discussions with the project coordinator, Nokiiwin and school staff, members of the Board of Directors and the Education Steering Committee. Due to Covid 19, It is expected that the consultant will contact each community at least once to develop site-specific checklists and identify local concerns.

Deliverables:

Final product is a written plan and presentation to the Nokiiwin Board of Directors or the Community Development/Disabilities Coordinator.

Timeline:

January 7 th , 2022	Request for proposal posted
January 28 th , 2022,	Proposals are due at Nokiiwin
January 31 st to Feb 2 nd 2022	Proposal review and selection
February 3 rd & 4 th , 2022	Negotiation of contract with successful bidder
February 7 th to March 18 th ,2022	Project completion including staff consultations
After March 31 st , 2022	Presentation of results to committee

Budget:

The Bidder’s proposed cost for the project should be an all-inclusive maximum fixed-price fee. The cost schedule should be reflective of the estimated number of hours of work to be completed on each component of the project: including rate of pay per hour, travel costs, software and licensing tools, and other out-of-pocket expenses, etc., must be submitted. This amount must include GST/HST, if applicable. It is anticipated this project

could be completed in approximately 25 to 30 working days the total budget should reflect this scale.

Intellectual Property:

Ownership and copyright of all data, drafts and final products will be the sole and exclusive property of Nokiiwin Tribal Council Inc.

Proposal Guidelines

This Request for Proposal (RFP) represents the requirements for an open and competitive process.

The individual/organization submitting a proposal must outsource or contract any work to meet the requirements contained herein, this must be clearly stated in the proposal.

Additionally, all costs included in proposal must be all-inclusive to include any outsourced or contracted work. Any proposal which calls for outsourcing or contracting work must include a name and description of the organizations being contracted.

All costs must be itemized to include an explanation of all fees and costs, included project costs for travel.

Contract terms and conditions will be negotiated upon selection of the winning proponent for this RFP. All contractual terms and conditions will be subject to review by Nokiiwin Tribal Council and will include project description, scope, budget, schedule, and other necessary items pertaining to the project

Submission of Proposal:

The proposal should include the following information:

A. Cover letter:

- Outlining the understanding of project objectives and requirements and a statement of participation interest from consultant or Organization.

B. Background and Overview:

- Name and contact information for the Consultant or Organization.
- A brief overview of the Consultant or Organization.
- Explanation of approach to complete this project.
- Past experience with procurement guidelines.
- Include resume of any current or past projects, programs, research or plans the bidder has undertaken related to working with First Nation Communities/Organizations; and,
- Provide 3 References.

C. Work Plan and Budget:

- A description of how you would undertake all the required components through a detailed work plan; and,
- Include timeframe for the completion of work.

D. Nokiiwin Business Registry Form (unless already on file at Nokiiwin).

Evaluation Criteria:

A team of people including Nokiiwin Tribal Council staff, members of the Disabilities Steering committee, and/or members of the Nokiiwin Board of Directors will evaluate the proposals based on the following criteria:

1. Consultant/Organization:
 - a. Demonstrates experiences and qualifications to perform the work
2. Consultant/Organization Team:
 - a. Proposal clearly states who is on the consultant's team.
 - b. Qualifications and experiences of consultant and/or team members are included and,
 - c. Roles and responsibilities of Consultant/Project team is/are clearly outlined.
3. Proposal:
 - a. The depth and detail of the submission demonstrates a thorough understanding of the Request for Proposal description; and
 - b. Expected milestones are included in delivery.
4. Schedule:
 - a. The proposed schedule is realistic and includes project scope.
5. Cost and Quality Control:
 - a. The proposal demonstrates good management, work plans, scheduling, and cost control, reporting and quality control.
6. Appropriateness of approach:
 - a. The assignment has been broken into logical tasks in accordance with the Request for Proposal.
7. Costs:
 - a. The total cost of the work and the proposed fees have been presented in detailed work breakdown consisting of staff time and charge out rates for each task item.

Note: Submissions will NOT be evaluated solely based on lower cost.

Proposal Conditions:

1. This request does not commit Nokiiwin Tribal Council to award a contract. As such, Nokiiwin Tribal Council reserves the right to accept or reject any or all the proposals it receives as a result of this RFP.
2. This RFP does not commit Nokiiwin to pay any cost incurred in the preparation of the proposal – the proponent agrees that all costs incurred in developing this proposal is the sole responsibility of the proponent.
3. Contract will be awarded based on the competitive selection of proposals received.
4. Nokiiwin may require the potential consultants to participate in negotiations, and submit revisions to pricing, technical information and or other items in the proposal that may arise from negotiations. The contents of the proposal, if awarded the contract, become contractual obligations, subject to negotiation and

failure to accept these obligations in a contractual agreement may result in cancellation of the award.

5. Submission of a proposal shall constitute acknowledgement and acceptance of all the terms and conditions contained in this RFP, unless otherwise stated in the proposal.
6. The final authority to award the contract rests with the Executive Director of Nokiiwin Tribal Council.

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