



**UNITED TRIBES®
TECHNICAL COLLEGE**

Monarch Project Service Providers Request For Proposals (RFP)

Proposal Deadline: July 24th, 2023 at 4:00 PM

Proposal Delivery Address:

Email: splante@uttc.edu
Attn: Sheralyn Plante
Phone: (701) 221 - 1538

Background/Introduction:

United Tribes Technical College (UTTC) is requesting proposals for the provision of educationally related services for high school students enrolled in the Monarch Project. Through the Monarch Project, high school students in the communities of Bismarck, Mandan, Solen, and Fort Yates, ND are provided opportunities to select from a menu of services supporting their educational engagement and attainment. This notice invites firms and individuals that meet the selection criteria to offer one or more aspects of the services requested in the Scope of Services.

All services provided will contract for no more than one year, commencing as early as August 21, 2023, and ending no later than September 30, 2024, to correspond with the grant funding fiscal year. Proposed services may have more narrowly defined time frames as appropriate to the service.

Project Goals and Scope of Services:

The overarching goal of the Monarch Project is to improve educational outcomes for Native American high school students (typically ages 14-18) by connecting them to and supporting their success with services and opportunities designed to increase their educational engagement and attainment.

Services invited by this request must include, at a minimum, one of the following categories:

- Educational services and activities
 - Tutoring
 - Distance Learning
 - Career and Technical Education services
 - Credit Recovery
 - CNA Courses
 - ACT/SAT Test Preparation
 - College Planning
 - Career Planning
 - Driver's Education
 - Life Skills Development: Financial Planning, Goal Setting
- Youth health, Wellness services, and Activities
 - Supplemental Counseling
 - Equine-assisted learning
 - Mentoring (1:1 or group)
 - Athletic Training
 - Fitness, Recreation, and Sports
 - Transportation
 - Life Skills Development: Conflict resolution, Decision making,

- Confidence building, Constructive Communication, Growth mindset
- Native American cultural services and activities
 - Traditional Crafts
 - Traditional Arts
 - Cultural Field Trips
 - Spiritual Events
 - Native American Language

Pre-Selection Criterion:

Firms or individuals must provide a statement that their principals, firms, and any proposed service providers are not debarred, suspended, or found ineligible to participate in transactions with the federal government.

Required Elements of Proposal:

A complete proposal must include the following elements:

- (1) Cover Page that includes:
 - Company or Individual Name
 - Service Contact Person with Applicable Title
 - Mailing Address
 - Contact Telephone Number
 - Contact Email Address
 - Category or Categories of Services Offered
- (2) Statement of affirmation for pre-selection criterion.
- (3) Summary of qualifications and experience with selected service offerings.
- (4) Description of service(s) proposed by you or your organization, including how the service(s) will be delivered to eligible students.
- (5) Timeframe of service(s) proposed by you or your organization.
- (6) Price or pricing structure for service(s) proposed by you or your organization, including cost per student if applicable.
- (7) Description of the method you or your organization will use to measure student progress. ***Please email proposals to splante@uttc.edu***

Accessing the RFP:

Contact Sheralyn Plante at splante@uttc.edu or (701) 221-1538 for more information or to receive an RFP via email.

Evaluation Criteria

The successful respondent will:

- have been providing the proposed services for a minimum of 12 months.
- have fully addressed all areas as listed in the “required elements” section of the RFP.

Disclaimer

UTTC reserves the right to reject any and all proposals. UTTC will not be held liable for any mailing, shipping, or other costs assumed by the proposer. The proposer is responsible to ensure email delivery of the proposal by the time and date identified.

UTTC reserves the right to hold legitimate proposals for seven (7) days, to reject proposals, and to waive

any irregularities when in the best interest of UTTC and UTTC shall incur no legal liability for the payment of any monies until the agreement is awarded and approved by the proper authorities.

American Indian Preference

UTTC does not discriminate based on race, color, national origin, sex, religious preference, age, handicap, marital status, political preference, or membership or non-membership in an employee organization, except as allowed by the Indian preference provision of the civil rights act of 1964, as amended and UTTC Purchasing Policies and Procedures: Applying Indian preference - Indian preference shall be applied by Section 7(b) of the Indian Self-Determination and Education Assistance Act, as amended. (Title 25, United States Code, Section 450e (b)) Section 7(b) provides that preference may be given in the award of subcontracts and subgrants to "Indian organizations and to Indian-owned economic enterprises", as defined in Section 1452 of Title 25, United States Code.

Qualified American Indian firms and individuals will be given preference. Persons of Indian ancestry from a federally recognized tribe who wish to claim Indian preference should submit a copy of their tribal enrollment certificate indicating their degree of Indian blood and agency enrolled.

Thank you for submitting a proposal to be a service provider for the Monarch Project!