

TURTLE MOUNTAIN COMMUNITY COLLEGE
P.O.BOX 430
BELCOURT, NORTH DAKOTA 58316

REQUEST FOR PROPOSALS

TMCC Strategic Planning Facilitation

Points of Contact

Dr.Jim Davis,President

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or

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I. SUMMARY:

The Turtle Mountain Community College (TMCC), a tribally-controlled community college, located on the Turtle Mountain Band of Chippewa Indian Reservation, Belcourt, North Dakota, is accepting proposals to provide expert consultation services in organizational strategy, organizational evaluation, and organizational design to aid the college's administrative team in its strategic positioning to improve its instructional effectiveness and responsiveness. This activity is critical in order to successfully plan for and manage through the rapid changes in student learning demands and demographics, and community economic opportunities.

The consultation services will be utilized to assist the college conduct a self-assessment of its internal competencies and functional capabilities, as well as, assess its ability to respond to external threats and opportunities, as an educational institution. Critical outcomes of the internal and external analyses will be the formulation of a new strategic direction, key goals, and action plans for goal achievement.

In the program development area, resources will be utilized for the consulting services to assist in developing the strategic planning. The consultant engagement will be leveraged to assist the college with internal capacity building in the key areas of this effort so that TMCC can fully manage its strategic processes moving forward with limited need for further consulting services.

With this RFP, services are anticipated to be procured from a consulting company experienced in supporting institutions of higher education generally and tribal institutions specifically. Experience with capacity building, strategic planning, institutional advancement, high education accreditation processes, and human resources best practices will be a requirement for the consulting firm chosen.

II. PROPOSAL GUIDELINES AND REQUIREMENTS:

This is an open and competitive process. Proposals received after 4:30pm CST, Friday, August 24, 2018, will not be considered and will be returned unopened.

The proposal must contain the signature of a duly authorized officer or agent of the company submitting the proposal

The price quote submitted should be inclusive. If your prices exclude certain fees or charges, you must provide a detailed list of excluded fees with a complete explanation of the nature of those fees.

If the execution and nature of the work to be performed by your company requires the hiring of sub-contractors, you must state that in your proposal. If sub-contractors are hired to perform certain aspects of the work, the work they perform must be detailed and defined within the proposal. In your proposal you are required to provide the name, address, phone number, and EIN of the sub-contractor. The Turtle Mountain Community College will not refuse a proposal based upon the use of sub-contractors, but we retain the right to refuse the sub-contractors you have selected. Keep in mind that the use of sub-contractors may strengthen or weaken your proposal.

The anticipated timeline for completing this work is six to seven months. Proposals submitted should include a timeline for completion of work.

Provisions of this RFP and the contents of the successful responses are considered available for inclusion in the final contractual obligations.

Native American owned consulting companies will be given preference.

III: CONTRACT TERMS:

The Turtle Mountain Community College will negotiate contract terms once selection is made. All contracts will be subject for review by the Turtle Mountain Community College's legal counsel. The project will be awarded upon signing of the agreement or contract, which outlines terms, scope of work, budget, and other necessary items.

IV. SUBMITTAL OF PROPOSALS:

All proposals can be submitted by either regular or overnight (keep in mind that overnight mail may not be overnight mail to Belcourt, ND) U.S. Postal Service mail addressed to:

Dr. Jim L. Davis, President
Turtle Mountain Community College
P.O. Box 340
Belcourt, North Dakota 58316

The deadline for receiving proposals is Friday, August 24, 2018, at 4:30pm CST (Central Standard Time).

V. POINTS OF CONTACT: If you have questions regarding this RFP, you may contact either of the following: Dr. Jim Davis, President, Turtle Mountain Community College, at office phone number 701-477-7865, cell number 701-228-6494, or at email jdavis@tm.edu. Or, you can contact Kellie Hall, Vice President at phone number 701-477-7822, or at email kmhall@tm.edu.