

# DINÉ COLLEGE

## Request for Proposals (RFP)

**PROJECT NAME: Diné Policy Institute Economic Development Study**

**RFP OF:** \_\_\_\_\_

hereinafter referred to as “Contractor”: corporation , partnership , individual

State of incorporation \_\_\_\_\_ Native American-owned Firm? Yes , No

**Contractor has attached a Statement of Qualifications for Project: Yes , No**

*In submitting the RFP response to Diné College (hereinafter “College”), Contractor represents that Contractor:*

- a) has examined Attachment “A” (‘Statement of Qualifications’) and Attachment “B” (‘Project Summary’) associated with the Diné Policy Institute Economic Development Study;
- b) understands that the Contractor will be compensated for actual costs incurred during the Diné Policy Institute Economic Development Study;
- c) possesses the financial ability and experience to complete the scope of the Diné Policy Institute Economic Development Study; and,
- d) understands that the “Economic Development Cost Proposal” is not the only factor that will determine the selection of the Contractor, and that the Contractor’s qualifications will also constitute part of the criteria used in the selection.

**A&E COST PROPOSAL:**

- |  |                 |
|--|-----------------|
| 1. Concepts & Schematic Design:        | \$ _____        |
| 2. Design Development:                 | \$ _____        |
| <b>3. Not-to-Exceed A&amp;E Total:</b> | <b>\$ _____</b> |

**TIME REQUIREMENT:**

Time required to complete the DPI Economic Development Study project

\_\_\_\_\_

**RFP SUBMISSION BY: July 26, 2022**

SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

PRINTED NAME: \_\_\_\_\_

TITLE: \_\_\_\_\_

MAILING ADDRESS: \_\_\_\_\_

TELEPHONE NUMBER: \_\_\_\_\_ FAX: \_\_\_\_\_

E-MAIL ADDRESS: \_\_\_\_\_

<b>RETURN RFP TO:</b>	Mailing Address for regular mail: Department of Human Resources P.O. Box #C07 Tsaile, Az 86556 Mailing address for UPS, FedEx, Priority mail: Department of Human Resources P.O. Box #C07 Tsaile, Az 86556
<b>RFP DUE:</b>	One (1) hardcopy and Electronic Copy of the RFP responses should be returned in a <b>sealed</b> envelope to the College no later than Friday day, <b>July 26 at 5:00 p.m.</b> <i>Facsimiles and emails will <u>not</u> be accepted. Sealed packages arriving via mail services or personal delivery will be accepted.</i>

<b>QUESTIONS:</b>	Questions may be directed to Michael Parrish, Interim Director at: Work Phone 928 724 6945, E-mail: mparrish@dinecollege.edu
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**ADDITIONAL INFORMATION:**

- The College retains the right to reject any or all of the RFP responses that it receives.
- The Contractor is responsible to verify and confirm all quantitative analysis.

**ATTACHMENT "A"**  
**Statement of Qualifications**

*(Contractor may attach additional documents as needed)*

<b>1. Name of Firm:</b>	
<b>2. State License No. (if applicable):</b>	
<b>3. License Expiration Date: (if applicable)</b>	
<b>4. Years Engaged Under Present Name:</b>	

<b>5. General Character of Work Performed by Contractor:</b>	
<b>6. Names/Titles of Key Personnel to be assigned to AMC Project:</b>	
<b>7. List of completed projects similar to Economic Development study Project in past five years:</b>	
<b>8. Names of people that may be contacted as references (name, phone number, name of department, project title):</b>	

## **ATTACHMENT “B”**

### **Project Summary**

#### **Identifying Indigenous Economic Pluralism: Navajo Citizens, Business Owners, and State Actors**

##### **1. BACKGROUND**

- a. **Historical Background.** Established in 1968 as the first tribally controlled college in the U.S., Diné College is chartered by the Tribal Council of the Navajo Nation and governed by a Board of Regents. Diné College is affiliated with, and accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools. Diné College maintains a multi-site system with campuses and centers located at six geographically dispersed sites in Arizona and New Mexico.
- b. **Economic Development Study.** Diné Policy Institute seeks to conduct and Economic Development Study for the Navajo Nation. This would help Navajo Nation plan and coordinate for its long term planning.

##### **2. PROJECT LOCATION.**

Tsaile Main campus, Dine College, 1 Circle Dr, Tsaile AZ 86556. NHC 6<sup>th</sup> floor Room 632, and Eastern Agency, Central Agency, and Northern Agency.

### 3. **EXISTING CONDITIONS**

4. Tsaile Main campus, Dine College, 1 Circle Dr, Tsaile AZ 86556. NHC 6<sup>th</sup> floor Room 632

### 5. **PROJECT SCOPE OF WORK**

- a. **Project Scope.** The Diné Policy Institute want to conduct a study on the Navajo Nation, called “**Identifying Indigenous Economic Pluralism: Navajo Citizens, Business Owners, and State Actors**” This study intends on sampling every chapter in the Central and Northern agencies during the upcoming summer of 2022.
- b. **Task 1 – Data Collection.** Dine Policy Institute seeks to collect from the Central, Northern and Eastern Agency. DPI would like to collect convenient sampling in places where people gather.  
**Task 2 – Data Analysis.** Diné Policy Institute will do the data analysis for the data that was collected over the summer of 2022.  
**Task 3-** Write the report for the findings of the data that was collected over the summer 2022. Create policy recommendations based off the findings and the data that was gather.

### 6. **PROJECT GENERAL TERMS & CONDITIONS**

- a. **Note:** The following items constitute a general description of the terms and conditions applying to the Economic Development Study. A more complete set of Terms and Conditions shall be included in a Contractual Agreement after the College issues a Notice of Award for this project.
- b. **Native American Preference.** Preference in the award of contracts shall be given to Indian-owned economic enterprises and Indian organizations.
- c. **Notice of Intent to Award.** Upon receipt and review of RFP responses, and pending the selection of a qualified Contractor, the College may issue a Notice of Intent to Award, and enter into negotiations with the selected Contractor to finalize terms and conditions related to the project.
- d. **Cost breakdown:** The Contractor shall furnish a cost breakdown with their RFP.
- e. **Notice of Award.** The College will issue a Notice of Award after terms and conditions are finalized.
- f. **Notice to Proceed.** The Contractor will begin work on the project after receipt of the College’s Notice to Proceed. No materials purchased by the Contractor before a receipt of the Notice to Proceed will be reimbursed by the College.