

WINNEBAGO TRIBE OF NEBRASKA

Winnebago, NE

Date: November 19, 2021

Winnebago Tribe of Nebraska

Request of Proposal (RFP) for Tutoring Services

I. Background Information

The Winnebago Tribe of Nebraska (“Tribe”) is announcing a request for proposal (“RFP”) for tutoring services through the Educational Pathways to Student Success program under the Education Department. The tutoring services will be provided on an annual basis to Winnebago community members in grades 4th through 12th until 2025.

The Tribe is federally recognized and organized under the 1934 Indian Reorganization Act. The Winnebago Indian Reservation is primarily located in Thurston County, Nebraska in Northeast Nebraska with Tribal offices located in Winnebago, Nebraska.

Winnebago Tribe of Nebraska is seeking a qualified service provider (“Service Provider”) possessing the professional skills and personal attributes making them well suited to serve as tutors and have an affirmative impact on participants, specifically in guiding them toward success in school, and as community members. Tutoring services will be offered to participants in the following categories:

- In-school participants who are enrolled in 4th through 12th grades and who are at risk of not graduating or being promoted due to poor academic achievement, or failure to perform at grade level.
- Participants who are basic skills deficient as measured by their initial skills assessment, or who may be in need of assistance to help them successfully complete the program of studies they are enrolled.

Service Provider will work collaboratively with the Tribe’s Education Department and Winnebago Public School personnel.

Program participants may possess some of the following barriers:

- Basic literacy skills deficient
- School dropout
- Pregnant or parenting
- Disabled

Tutors can expect to work with participants from any or all of these categories who face one or more of the listed barriers.

All service providers are invited to submit their bids.

II. Scope of Work

Service Provider will provide additional academic assistance and instruction to program participants in order to achieve the outcomes set forth by Winnebago Tribe of Nebraska and Winnebago Public School.

Tutoring services shall include:

- Regularly scheduled, in-person or virtual structured sessions in which individualized or group instruction occurs.
- Instruction based on goals derived from participants Individual Education Plans that have been developed with Winnebago Public School staff.
- Assessments to determine if participants progress with positive skills identified in the Individual Education Plans.
- Provide up to 10 hours of individual tutoring or 10 hours of group tutoring per week (Sunday through Saturday) to eligible participants.

The EPSS Project Coordinator will assist with direction and guidance to the Service Provider. Service Provider will be expected to attend occasional meetings with Winnebago Tribe of Nebraska and Winnebago Public School, which may include meeting with tutors who are delivering services, to provide input and feedback needed to continually improve the services provided.

III. Contents of Proposal

In its proposal, Bidder shall submit, at minimum, Bidder's credentials and qualifications; a brief summary of any prior experiences which make Bidder qualified to perform the Scope of Work, previous experience working with Winnebago Tribe of Nebraska or indigenous population or diverse populations, if Bidder is not an individual, the names and credentials and qualifications of the individuals who will be performing the Scope of Work; the Bidder's ability to complete the Scope of Work and billing rates and terms.

IV. Timeline

Bids shall be submitted no later than 4:30 p.m. on December 2, 2021, to Sandy Scott, Planning and Development Director. US MAIL: Mailed copies may be sent to P.O. Box 687, Winnebago, Nebraska, 68071. DELIVERED: Hand delivered and courier copies may be delivered to Blackhawk Community Center, 205 North Bluff Street, Winnebago, Nebraska. EMAIL: Due to COVID19, emailed copies will also be accepted. Email to sandy.scott@winnebagotribe.com. Questions regarding this RFP should be submitted to Sandy Scott at 402-878-4370 X 1724.

The Tribe shall notify the successful bidder of the acceptance of the bid in writing. Prior to performing any services, the successful bidder and the Tribe shall enter into a contract for services, which will be negotiated and finalized after the bid has been awarded.

V. Preference Policy

Pursuant to the Procurement Policy of the Winnebago Tribe of Nebraska, to the greatest extent feasible, preference shall be given to Indians, Indian Organizations or Indian-Owned economic enterprises in the area of all contracts and subcontracts.