



MAKAH TRIBE

P.O. BOX 115 • NEAH BAY, WA 98357 • 360-645-2201

The Makah Tribe is an equal opportunity employer.



Request for Proposal **Makah Tribe's Justice Team Strategic Planning Facilitator**

Scope of Work:

Facilitate strategic planning sessions for the Makah Tribe's Justice Team and deliver a complete strategic plan for 2018-2020. Contractor will need to complete the following:

- Meet with General Manager and Court Administrator for additional background (teleconference)
- Attend Strategic Planning sessions at Neah Bay, WA on October 4-5, 2017.
- Type up all written and flipchart notes from the session and produce a working copy of the 2018-2020 Justice Team Strategic Plan, due no later than October 20, 2017.
- Meet one full day in June of 2018 during a regular Justice Team meeting to touch base with Team, if needed.

Bid Submissions must include:

- Full name
- Permanent mailing address
- Social security number
- Phone number
- Makah enrollment number, if applicable
- Statement of qualifications and successful experience in similar planning
- References
- Total proposed cost - should be inclusive of all costs incurred.

Successful bidders will be required to enter into a contract with the Makah Tribal Council (MTC) and expected to follow Makah Employment and Contracting Rights Act of 2004 (MECRA) fee schedule.

Please submit clearly marked **Justice Team Strategic Planning Facilitator** sealed bids either in person or by mail or email on or before August 18, 2017 at 3:00PM to:

Makah Tribe
Attn: Laurette Venske
161 Resort Drive/PO Box 115
Neah Bay, WA 98357
Ph: 360.645.3206