



MATAWA FIRST NATIONS

Request for Proposals ("RFP") January 12th, 2012

I. Background

Matawa First Nations Education

The Matawa Education Department provides educational support and advisory services for eight Matawa community schools (Aroland, Eabametoong, Ginoogaming, Lake #58, Marten Falls, Neskantaga, Nibinamik, and Webequie First Nations). Our role is to support initiatives that result in school improvements and that positively impact on the quality of education provided for students. In 2010, the Matawa Learning Centre, an Ontario Ministry of Education approved private school, was created to provide a unique learning environment to support students and assist them to move toward the successful completion of their secondary education. The school provides opportunities and support to help students develop the knowledge, skills and attitudes necessary to continue on their pathways to work, training or post-secondary education programs. In accordance with Resolution 2011/#08 passed by the Matawa First Nations Chiefs' Council, the Matawa Education Department must develop a Strategic Plan and related Business Plan to guide the further development of the Matawa Learning Centre in order to meet the current and future secondary education needs of Matawa First Nations community members. Further information about the Matawa First Nations Education Department and the Matawa Learning Centre can be found on our website: www.matawa.on.ca

II. Scope of Work

Matawa Learning Centre Strategic Plan and Business Plan

The Matawa Learning Centre is seeking to create and implement a new strategic and business plan reflective of current and future educational trends and needs of the Matawa First Nation communities. To this end, Matawa First Nations Education is requesting proposals for the development of Strategic and Business Plans to provide direction for possible areas of growth, sustainability and development for the Matawa Learning Centre. The Strategic and Business Plans will incorporate short-term and long-term recommendations as well as strategies and resources for implementing these recommendations.



III. Requirements for RFP

- company information and references
- summary of process to be followed
- schedule of activities (end date must be no later than March 15, 2012)
- pricing summary, including HST to include budget for work completed and not to exceed \$7,500.00 per plan (Note: Travel and accommodation will be reimbursed using current Matawa First Nation Management rates.)
- SWAT analysis with Matawa Education Committee
- identify areas of opportunity and risk
- coordinate meetings with vested partners
- facilitate focus groups with students and community members
- bonding license
- interview Matawa Education administrators

IV. Deadline For Submission

Bids must be received by fax, email or at the address specified no later than January 26th, 2012.

V. Delivery Schedule

The Bidder/Consultant will complete all work on or before March 31, 2012.

VI. Queries and Clarifications

For queries and clarifications regarding the RFP, please contact:

Murray L. Waboose, Matawa Education Department Manager
Matawa First Nations Education 233 South Court Street, 1st Floor
Thunder Bay, ON P7B 2X9

807-344-4575
807-344-2977 (fax)
mwaboose@matawa.on.ca

Website: <http://education.matawa.on.ca>

