

**Request for Proposal**  
7/18/2023  
SQUAXIN ISLAND TRIBE  
NORTHWEST INDIAN TREATMENT CENTER  
Michelle Voie (Office Assistant 4)  
Ofiialii Tovia (Director)

**1. Introduction & Background**

Northwest Indian Treatment Center is a 45-day substance abuse disorder residential treatment facility specializing in intense trauma therapy.

1. Teach cultural class of approximately 28 patients, maximum of 33.
2. Facilitate class one day each month in the afternoon on-site or via zoom as determined by NWITC.

**Submission Guidelines & Requirements**

1. Bidder must have experience managing large, sometimes disruptive and emotionally dysregulated groups the outcome of which is a patient experience of achievement while maintaining a calm demeanor.
2. Bidder must represent high standards of personal integrity and demonstration of offering a positive role model in the community.
3. Bidders intent on submitting a proposal should so notifying the NWITC Director at [otovia@squaxin.us](mailto:otovia@squaxin.us) no later than August 1, 2023 for the contract award October 1, 2023.
4. Northwest Indian Treatment Center is a facility with confidential policies defined by federal regulations and state law. The applicant must examples of experience maintaining strict confidentiality.
5. Qualified individuals will have multiple examples of teaching projects or facilitating cultural class to large groups.
6. A technical proposal must be provided. This technical proposal must identify the projects as well as a list of all the project materials included in each kit – if applicable as well as any price adjustment requests.
7. Proposals must be received by August 24, 2023 to be considered.

**Project Description** Provide a structured class to patients on-site or via zoom from 1:30 -4:00pm approximately 12 sessions per year no more than 15 sessions per year supplying materials needed for projects to each patient – if applicable. Manage a large classroom with disruptive behaviors while maintaining impeccable boundaries and confidentiality constant with NWITC policy and procedure. Maintains therapeutic schedule with a consistent calm demeanor and punctuality.

**Project Scope**

To provide culturally appropriate class to patients from a qualified leader. All projects welcome for submission.

**Budget**

Northwest Indian Treatment Center's budget for the project is \$500 per class plus supplies.

**Evaluation Factor**

Northwest Indian Treatment Center will rate proposals based on the following factors.

1. Samples of experience managing large, sometimes disruptive and dysregulated groups towards a positive conclusion while maintaining solid boundaries and confidentiality as specified by NWITC.
2. Examples of sample proposed projects.
3. Cost, including an assessment of total cost including supplying each patient one or two complete project kits as described in the project scope – if applicable.