

WILLISTON AREA ECONOMIC DIVERSIFICATION GROUP (WAEDG) PROPOSALS FOR RFP

For Qualified Childcare Providers or Organizations

OVERVIEW

The Williston Area Economic Diversification Group (WAEDG) is seeking proposals from qualified childcare providers or organizations to operate a child-care center pursuant to a long-term lease on the facility known as the “Crighton Building” located on Williston State College (WSC) campus. Once completed, the Crighton Building is expected to provide additional capacity for children and will assist in supporting the Early Childhood Education 2+2 Program partnership between WSC and Valley City State University.

The qualified provider must be able to offer responsive and educational child/early care services that ensure the optimal physical, social, emotional and intellectual development of each child enrolled in the center. Provider must also demonstrate clear and measurable evidence that he/she has a philosophy that reflects best practices in early care and education. In addition, the selected provider will work with Williston State College and Valley City State University to operate the childcare center as an educational learning lab and learning center for both children and college students engaged in an education program of study. The successful candidate will understand and support the mission of a comprehensive community college student, serving the needs of both residential and virtual college students.

The successful candidate will possess (preferred) an earned master’s degree in Early Childhood Education or a master’s degree in Elementary Education or Education, with an emphasis in early childhood education. In lieu of an advanced degree, the successful candidate will possess management and leadership experience in a similar related business or industry.

This request for proposal is intended to establish a short list of qualified entities with the proven capacity to meet the goals of the WAEDG. Once the short list is established, WAEDG will interview the top qualified providers and seek additional information regarding their proposed ideas, approach, business terms, and business relationship with WAEDG.

Proposers are encouraged to think creatively and strategically and provide additional information if desired.

About The Project

In February 2019, realizing the need for childcare in the area the City of Williston Board of Commissioners allocated up to Twenty-thousand dollars to the Williston Economic Development office to solicit proposals that will identify potential child-care facility space.

In May 2019 Architects JLG in partnership with the construction firm JE Dunn were selected to conduct the study. Through this process six potential sites were identified with the WAEDG Advisory Board selecting the Crighton building as the most “Feasible” project to pursue. The Crighton building encompasses 6,989 square feet of mixed-use space consisting of: Offices, Classrooms, and storage.

Sept/Oct 2020, the Williams County and City of Williston Board of Commissioners each allocated up to \$500,000 for a total of 1-Million dollars towards the renovation and remodel of the Crighton building for a child-care facility.

About The Williston Area Economic Diversification Group

WAEDG is a non-profit organization organized to further the economic development and growth of the City of Williston and Williams County. WAEDG is governed by an eight-member board of directors.

www.wrednd.com/waedg

PROPOSAL REQUIREMENTS

i Before submitting RFP proposals, it is required that candidates contact the president's office at the college to arrange a tour or walk through of the facility. There are approximately 7000 sq feet available for development. It is anticipated that each provider may have a different view of how to best utilize and design the space to meet their vision of the daycare. The response to this proposal should match this vision. In some respects, it is a blank slate and we anticipate the selected individual to have input into the final design based on the awarding of the RFP.

The contact information for the president's office is below.

Williston State College President's Office

bernell.hirning@willistonstate.edu

Office: 701.774.4231 | 1.888.863.9455 Ext. 4231

Cell: 701.339.2516

Proposals must address each of the following criteria set forth below. Please note, we are not looking for a large proposal and brevity will be appreciated.

1. Information describing yourself and/or your current child-care facility if applicable.
2. Provide education, experience and qualifications relating to child-care.
3. Describe your model for early childhood education services that you will provide. i.e. subsidized? Private Pay? Employer/Employee Stipends? Infant/Toddler Care? Preschool? Or a mix of the above.
4. Include in your plan a budget that clearly shows the expenses anticipated in operating this facility and further detail into the number of children cared for, number of employees and potential day care rates.
5. Describe how your organization will ensure that the facility complies with all licensing requirements of the type of program you plan to operate.
6. A clear and concise rational as to why WAEDG should select your organization over other qualified organizations.

Evaluation And Criteria Selection Process

Selection criteria include, but are not limited to:

- Conformity to RFP
- Fit with WAEDG
- Experience Level
- Education Level

- Familiarity with the area
- Knowledge and experience with local government
- Pricing and costs
- Experience and proposed practices regarding
 - Community hiring
 - Engaging community stakeholders
 - Building effective community partnerships and collaboration
 - Utilizing local suppliers

The selection process will be conducted by advisory board of the WAEDG with supporting input from qualified stakeholders with knowledge of early child-care procedures and process. Once a provider is selected, the provider will work with all stakeholders involved to develop a memorandum of understanding between the provider and WAEDG. At no time during this process are the provider and WAEDG required to enter into contract with each other and relationships can be terminated at will.

The selected provider will have the ability to provide input and direction during the design phase of the building.

Timeline

February 4th - February 25th	RFP Out FOR PROPOSALS
February 25th	RFP Submission Deadline 5:00PM CST
March 1st	RFP Review of Proposals
March 15 th	Letter of Intent, Preliminary Commitment
March 15 th – April 1st	Development of MOU
April 1 st	Execute Contract

INSTRUCTIONS FOR SUBMITTING RFP

- i** 1. Proposals must be submitted via email or delivered in person no later than 5:00 PM CST Feb 25th.

Williston Economic Development
 Attn: Shawn Wenko / Child Care RFP
 113 4th Street East
 Williston, ND 58801
 Email: shawnw@ci.williston.nd.us (Please note in subject line Child Care RFP)

2. Proposals must be submitted as a complete document set as follows.
 - a. 1 Hardcopy hand delivered or via Electronic Mail is acceptable.

QUESTIONS RELATING TO THE RFP

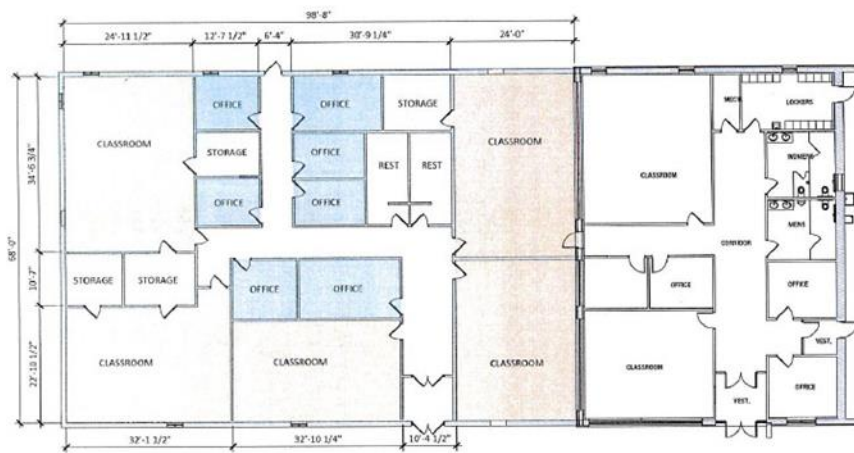
All questions pertaining to this RFP can be direct to:

The Williston Economic Development Office
 Attn: Shawn Wenko
 701-577-8110

SUPPORTING DOCUMENTS



**PROPOSED
SITE**



WILLISTON CHILD CARE STUDY
CRIGHTON HALL FLOOR PLAN

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