

SWO Reservation Election Board
Request for Proposal
2026 SWO Tribal Election Background Checks

1. Summary

The Reservation election Board of the Sisseton-Wahpeton Oyate of the Lake Traverse Reservation is accepting proposals to complete background checks of potential candidates in the 2026 SWO Tribal Election. The purpose of the RFP is to provide a fair evaluation for all candidates and to provide candidates with the evaluation criteria against which they will be judged. Should you be awarded the bid for this project, this service shall require a contract negotiated with the Reservation Election Board. The contract shall be governed under the laws of the Sisseton-Wahpeton Oyate of the Lake Traverse Reservation and shall outline the terms, scope, budget and any other necessary items.

2. Proposal Guidelines and Requirements

Proposals must include a detailed list of fees to conduct background checks for 60 potential candidates (number of actual candidates will be known until July 25, 2026) with a complete explanation of the nature of those fees. If your proposal includes the hiring of sub-contractors you must clearly state this in your proposal. Background checks must include criminal history in Tribal, Federal and State criminal Justice Systems. Proposals must also include ability to complete background checks in the following time-period: commencing May 29, 2026, and shall be completed no later than the Final Certification date.

3. Timeline

Proposals are open from **May 1, 2026** and due no later than **12:00pm Friday, May 29, 2026**. Proposals may be hand delivered to the Reservation Election Board in the Tribal Court Reception area in the Tribal Administration Building located at Agency Village, SD. Proposals may also be mailed to: Reservation Election Board, Sisseton Wahpeton Oyate P.O. Box 509 Agency Village, and S.D. 57262. All mailed proposals must be **received** by the Reservation Election Board by 12:00pm Friday May 29, 2026, any proposals received after this time and date shall be returned unopened. The name of the bidder or firm selected will be decided on or about June 3, 2026. Negotiations with the successful bidder should conclude no later than June 5, 2026.

4. Qualifications

Must have a minimum of two (2) years' experience with conducting of background checks in Tribal, Federal and State criminal Justice Systems. Proposals must include a reference from a former client. Must possess a SWO Business License. Any agreement shall be governed by and construed in accordance with the laws of the Sisseton-Wahpeton Oyate. Any disputes shall be subject to the exclusive jurisdiction of the Sisseton-Wahpeton Oyate Tribal Court.

5. Format

All Proposals must be typed and should not exceed five (5) pages (not including cover page or attachments). Include Company name, address, web site, telephone number, fax number, email address and primary contact person and must be signed by the person(s) authorized to sign on behalf of the company.

