



State Capitol – 600 E Boulevard Ave – Dept. 215
Bismarck ND 58505-0230
Phone: 701.328.2960 Fax: 701.328.2961
E-mail: ndus.inquiry@ndus.edu Web: ndus.edu

North Dakota State Board of Higher Education RFP Ad-Hoc Committee Minutes

July 24, 2025
Action Item

The State Board of Higher Education RFP Ad-Hoc Committee met on July 24, 2025, at 2:00 p.m. CT., via Teams/conf.

Call to Order

In Attendance

Chair Black, Member Bye, Ms. Karla Mongeon Stewart-UND, Mr. David Krebsbach, Mr. Jerry Rostad, Ms. Bethany Kadrmas, Ms. Jane Grinde, Ms. Pamela Nielsen

1. Agenda
Motion to Approve Member Bye
Jerry Rostad Second
Approved
2. # Approval of July 8, 2025
Motion to Approve Member Bye
Jerry Rostad Second
Approved

Discussions/Reports/Updates

RFP Evaluation Process Overview--Ms. Pamela Nielsen

Ms. Nielsen provided a high-level overview of the evaluation process including; Conflict of Interest, Confidentiality, Communications, Responsibilities of committee members and procurement officer, receipt of proposals/Responsiveness, Evaluation process, Schedule and Questions. Ms. Nielsen shared how the committee members would receive the materials and discussed timelines/deadlines. Another meeting will be held in August to discuss member scoring and rank. This meeting date is TBD.

Adjourn

Chair Black adjourned the meeting at 2:38 p.m.

Approved August 15, 2025.