



REQUEST FOR PROPOSALS

Legal Services for the Election Board of the Prairie Island Indian Community

OPENING DATE: August 10, 2017

SUBMISSION DEADLINE: August 30, 2017

The Prairie Island Indian Community is a federally-recognized Indian tribe (the “Tribe”), located in southeastern Minnesota along the banks of the Mississippi River, approximately 30 miles from the Twin Cities of Minneapolis and St. Paul. The Tribe is seeking proposals from qualified professionals to serve as legal counsel to the Election Board for the Tribe’s 2017 Tribal Council elections.

SCOPE OF WORK:

Pursuant to the Constitution of the Prairie Island Indian Community, elections for the five Tribal Council members occur every two years. The next election is set to occur in November of 2017. The Constitution and Election Ordinance (both are available at <http://prairieisland.org/government/>) govern the process, and call for an Election Board to conduct the Tribal Council elections. The Board will be empaneled during an October 6, 2017 membership meeting where nominations also take place.

The Tribe is seeking proposals from qualified attorneys/firms to serve as legal counsel to the Election Board throughout the election and in any appeal proceedings in the Tribal Court.

EVALUATION CRITERIA:

Candidates must submit a letter addressing the considerations set forth below, biographical information, and a proposed fee structure. Specific consideration will be given to a candidates’:

1. Experience representing tribal governments and/or experience in tribal law related matters;
2. Tribal election related experience, such as former representation of election boards, service as an election judge, representation of tribal governments or election candidates in election challenges, *etc.*; and
3. Knowledge of/experience related to Federal Indian law.

Candidates must be licensed to practice law and in good standing. Current legal professionals who are engaged by the Tribe will not be considered in order to provide the Election Board with independent counsel. Prairie Island tribal member and Native American preference applies.

PIIC HANDLING OF PROPOSALS:

Proposals will be reviewed by a proposal evaluation team. The proposal evaluation team shall evaluate the proposals in accordance with the “Evaluation Criteria” section of this Request for Proposals. Based on this evaluation, candidates will be contacted for interviews. Final issuance of this contract will be subject to the negotiation of mutually-agreeable terms.

IMPORTANT CONTRACT INFORMATION:

Submissions and inquiries regarding this RFP may be directed to:

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