

Request for Proposals

General Notice

The AMERIND Risk Management Corporation's Board of Directors (the "AMERIND Board"), a federal section 17 federal corporation, is seeking proposals from qualified firms who can demonstrate substantial experience and expertise in providing legal support in the exercise of the AMERIND Board's legal authority including but not limited to, legal research, corporate governance and preparation of legal documents, legal advisement and representation of the AMERIND Board. AMERIND does retain corporate counsel separate from Board counsel. It is the intent of the AMERIND Board to retain a qualified firm who can provide legal support to the AMERIND Board in all aspects of development including board and corporate governance, governmental (federal and state) reporting as well as non-governmental commercial enterprises.

Qualified firms must be licensed to practice law in the jurisdictions of New Mexico and District of Columbia and must be a member in good standing with the said jurisdiction's State Bar. Qualified firms will have prior litigation experience, particularly in the areas of Limited Liability Corporations, and learn Pueblo of Santa Ana substantive law and procedural rules applicable to these subject areas. Qualified firms must have and maintain malpractice insurance providing not less than \$1 million in liability coverage.

Scope of work to include but not limited to:

- Serve as counsel for the AMERIND Board
- Draft legislation, letters, reports, memoranda and other documents including legal opinions for the AMERIND Board
- Provide advice, interpretation and opinion on all matters related to the AMERIND Board
- Participate in litigation on all matters on behalf of the AMERIND Board, through appropriate legal proceedings, representing the AMERIND Board's legal interests in court and multiple jurisdictions as requested by the AMERIND Board
- Represent the AMERIND Board in declaratory judgements as necessary
- Attend, in person, or via another medium quarterly AMERIND Board meetings

The selected law firm will be required to enter a contract with the AMERIND Board and will provide services as an independent contractor. ***The selected law firm will work directly with the AMERIND Board and will not subcontract the services.***

Proposals must be submitted in writing. They are due at or before November 3, 2023.

Submit proposals to: AMERIND Risk Management Corporation Attn: Ron Ryan, Board Vice-Chairman, 502 Cedar Drive, Santa Ana Pueblo, NM 87004

Please be advised that Indian preference in contracting applies.

The Selection Process

The AMERIND Board will review all proposals and selection will be made to the responsible proposer with the most advantageous proposal to the AMERIND Board based on the following sections.

The Response Shall Have the Following Sections

1. Firm Experience

- a. Demonstrate your qualifications for this contract by detailing past experience with federal corporations

2. Price

- a. Retainer and/or hourly rates/estimates of time for start-up
- b. Estimated costs for travel and other incidental expenses
- c. Total price for proposal

3. Credentials

- a. List of credentials, including professional accreditations for all personnel to be involved.

4. References

- a. Provide the following for each reference listed:
 - i. Name of business
 - ii. Type of business
 - iii. Contact person's name/phone number/email address

Contract Development

Financial Stability

- If requested, prior to contract negotiation and award, the selected firm may be required to furnish appropriate documentation to substantiate the financial stability of the attorney/firm. The firm and/or its principal administrators/managers will be subject to background investigation for criminal or civil violations. The Contractor will be subject to an inquiry with accepted State Bar. The Contractor will be required to hold appropriate automobile, workers compensation and \$1,000,000.00 liability insurance. The AMERIND Board will not contract without proof of the aforementioned insurance.

Applicable Laws and Processes

Key Laws to be Aware of in your Proposal:

1. Charter and Governing Documents of AMERIND Risk Management Corporation
2. The Pueblo of Santa Ana Code
3. Federal Indian Law
4. LLC Law
5. Professional ethics, rules and procedures

RFPs will be accepted until 11/3/23 and mailed directed to:

AMERIND Risk Management Corporation

Attn: Phil Bush, Board Chairman and Ron Ryan, Board Vice-Chairman

502 Cedar Drive, Santa Ana Pueblo, NM 87004

Or RRyan@amerind.com

cc: modoclasseniha@thegrid.net

Questions will be allowed until 11/2/23 and directed to:

Phil Bush, Board Chairman modoclasseniha@thegrid.net and,

Ron Ryan, Chair Administrative Committee RRyan@amerind.com