

## REQUEST FOR PROPOSALS

August 2, 2017

The Fond du Lac Band of Lake Superior Chippewa is soliciting proposals from qualified, licensed attorneys to provide legal representation to personal representatives in tribal court probate proceedings.

Currently, most personal representatives appear *pro se* in tribal court probate proceedings. The selected candidate would be appointed by the tribal court to provide representation after the personal representative is identified. The Band's Probate Code is available at <http://www.fdlrez.com/government/ords/01-11ProbateCode2015.01.21.pdf>. Tribal court probate forms are available at <http://www.fdlrez.com/government/courtforms.htm>.

The Band's tribal court hears cases on the first Monday, Tuesday, Wednesday, and Thursday of the month, unless the first Monday is a holiday. In that case, the court convenes on the following week. Other court dates may be scheduled by the Chief Judge as necessary.

Indian preference will apply in the selection process in accordance with the Band's Tribal Employment Rights Ordinance.

Applicants must meet the following minimum qualifications:

- a. Have graduated from an accredited law school and be admitted to the bar in Minnesota;
- b. Have a demonstrable knowledge of Indian and Federal law;
- c. Be familiar with the Constitution and laws of the Minnesota Chippewa Tribe and the laws of the Fond du Lac Band; and
- d. Have never been convicted or pleaded guilty to any felony, nor been found guilty of any crime involving fraud or dishonesty or moral turpitude.

Demonstrable knowledge and experience with tribal courts and probate matters is preferred, but not required.

To submit a proposal, send a proposal by e-mail to [kristiwheale@fdlrez.com](mailto:kristiwheale@fdlrez.com) or by mail to Kristi Wheale, Clerk of Court, Fond du Lac Tribal Court, 1720 Big Lake Road, Cloquet, MN 55720

The proposal should include

- a. A proposed rate or fee;
- b. A proposed rate or fee for travel and an estimate of travel expenses per on-site visit;
- c. A resume and a statement of qualifications; and
- d. A list of at least three professional references that may be contacted by the Band. It is preferred that the references include clients for whom similar work has been done within the past two year period. References shall include a complete address, contact name and telephone number.

**Proposals must be received by 4:30 p.m. central time on Friday, September 1, 2017.**