REQUEST FOR PROPOSALS (RFP)
CONTRACT ATTORNEY FOR WATER IMPORTATION PROJECT
AND OTHER WORK

The Reno-Sparks Indian Colony, in accordance with Tribal procedures, will receive Sealed RFP proposals. RFP’s will be received and recorded in the Reno-Sparks Indian Colony’s Administration office at 34 Reservation Road, Reno, NV 89502, until Friday, September 5, 2023 by 2:00 p.m., local time. RFP/submissions will be publicly opened at 2:30 p.m. local time on that date at the above location. Responses shall be addressed Attn: Maria Macias, Procurement Officer, with the Title “Contract Attorney for Water Importation Project and other Work”.

The Reno-Sparks Indian Colony ("Colony"), is soliciting proposals from professional legal firms and/or individuals who are interested in entering into a consultant contract to work collaboratively with the Colony leadership and staff to provide legal and professional advice for a proposed water importation project and other work. The consultant will provide advice on legal implications, infrastructure development and federal resource development to support the water importation project. In addition, the contract attorney may be called on to provide support to the Senior Staff Attorney as needed.

The selected individual or firm will work directly with the RSIC Senior Staff Attorney as a private contractor/consultant.

10 copies of the Proposals Statements shall be submitted by the deadline listed above.

Questions may be submitted up to August 17, 2023.

Request for Proposals (RFP) Packets may be obtained at the Reno-Sparks Indian Colony's Administration office, Monday thru Friday from 8:00 am to 5:00 pm or by submitting an E-mail request to the Procurement Officer at mmacias@rsic.org. In the event that you receive an E-mailed version of this RFP an original print and original signatures will still be required on all Bid Documents. (No facsimiles or copied documents will be accepted.)

Indian-Owned Business will be given preference as per 24 CFR §§ 1000.48-.52 / 24 CFR § 1003.510

Indian Owned, Minority-owned or women-owned business participation is encouraged.

Reno-Sparks Indian Colony Reserves the right to accept or refuse any and or all proposals.

* INSTRUCTION TO BIDDERS

LICENSES AND PERMITS: It shall be the responsibility of the Contractor to acquire all necessary licenses and permits prior to commencement of work and to comply with all applicable Tribal, City, County, State and Federal Laws, regulations and codes. The Contractor shall be responsible for any/all types of insurance, tax, permit, fee, license, or other expense(s) required due to his services under this contract, unless otherwise stated herein. If applicable any/all construction material used within this contract is subject to Reno-Sparks Indian Colony Tribal Jurisdiction and reporting of such will be directly to the Reno-Sparks Indian Colony.

Any questions regarding the above please contact the Reno-Sparks Indian Colony Tax/Revenue Dept., Attn: Ms.; Willett Y. Smith, Tax Manager, 775-329-2936, ext. 3200
Scope of Work:

The work to be performed by the selected firm or individual (herein, the “Water Importation Attorney) includes, but is not limited to the following:

In accordance with standards and criteria of the Colony, assist the Colony in furthering its economic development and future water needs agenda to benefit the Colony. Specific responsibilities of the Water Importation Attorney will include:

1. Knowledge and experience working with federal Indian law and water law.
2. Review and draft contract documents and agreements to ensure the protection of Colony interests and water rights.
3. Work with RSIC staff to develop parameters of a proposed water importation project that includes a pipeline and pump station.
4. Develop federal and state resources to provide funding for water importation project.
5. Other tasks as assigned by the RSIC Tribal Council including code update.

The Proposal should include, at a minimum:

1. Assessment of the above activities with consideration on how to structure the Water Importation Attorney’s functions within the Colony government.
2. Qualifications of responsible personnel involved in the work and appropriate credentials, including but not limited to water law and water project experience and experience and knowledge of Native American and tribal affairs.
3. Familiarity with federal and state water issues which may be of importance to the Colony.
4. Resumes of all individuals who may be involved in subcontracting and/or may work on any aspect of the work.
5. Identify areas of expertise and previous related experience.
6. Description of ability to engage in and complete the requested tasks as defined above, including pre-session planning meetings with Colony stakeholders, RSIC leadership, RSIC staff and project partners.
7. Availability and flexibility.
8. Ability to commit to a schedule to meet the required deadlines, meet with Tribal Council, and have staff and legal review of the any legislative materials developed by the Legislative Consultant before adopted by Tribal Council. This would be negotiated as part of the contract scope of work (dates for interim products, etc.).
9. Proof of professional liability insurance.
10. Provide detailed costs with regard to hourly rates, incidental expenses, etc.

The Colony reserves the right to reject any Proposal and to waive irregularities and informalities in the
submital and evaluation process. This RFP does not obligate the Colony to pay any costs incurred by respondents in the preparation and submission of a Proposal, nor does it obligate the Colony to accept or contract for any expressed or implied services. Furthermore, the Colony reserves the right to award the contract to the next most qualified consultant if the selected consultant does not execute a contract within thirty (30) days after the award of the contract.

**INDIAN PREFERENCE**

Indian Preference is given to Indian-owned firms and enterprises. An Indian-owned economic enterprise is defined as any Indian-owned commercial, industrial, or business activity established or organized for the purpose of profit, provided such Indian ownership and control shall constitute not less than 51% of the enterprise.

The following information must be submitted to the Colony for consideration of eligibility for Indian Preference:

- Evidence showing the full extent of Indian ownership, control, or interest;
- Evidence of structure, management, and financing affecting the Indian character of the firm or enterprise;
- Evidence that the firm or enterprise has the technical, administrative, and financial capacity to perform the work; and
- Completion of the Colony’s Application for Certification as an Indian Preference Firm.