



# **HOH INDIAN TRIBE**

P.O. Box 2196  
Forks WA 98331  
PH: (360) 374-6582 • FAX: (360) 374-5426

Bernard Afterbuffalo - Chariman  
Melvinjohn Ashue – Vice Chairman  
Lisa Martinez - Secretary  
Rosetta Lietka – Treasurer  
Derek Benally – Member  
Enrique Barragan – Member  
Dawn Gomez - Member  

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Robert Smith – Executive Director

## Hoh Indian Tribe Request for Proposal General Counsel & Prosecutorial Services

### I. Hoh Indian Tribe

The Hoh Indian Tribe (“Tribe” or Hoh Tribe”) is located in western Washington State in Jefferson County, 28 miles south of Forks, Washington

### II. Scope of Work

The work to be performed is that of General Counsel and Prosecutor of the Hoh Tribe. The selected candidate will provide General Counsel Services to the Hoh Tribal Business Committee on an as needed bases. Historically it has been necessary to dedicate approximately thirty hours per month toward this service. Hoh Tribal Court is in session one day per month with a minimal criminal and child welfare caseload.

### III. Period of Performance

This is an annual renewable contract

### IV. Compensation

All proposals must include a proposed method and rate of compensation

### V. Minimum Qualifications

The proposed General Counsel & Prosecutor must meet the following minimum qualifications and will be assessed on a 100 point scale as follows:

- a. Licensed attorney in good standing with the Washington State Bar Association.
- b. No criminal or misdemeanor convictions which involve a crime of moral turpitude.
- c. A minimum of 15 years’ experience in tribal law and federal Indian Law (5).
- d. Knowledge of applicable federal, state and local laws, regulations, ordinances, and requirements (10).
- e. Knowledge, experience and practice of tribal laws and codes, tribal court practices, judicial procedure, and rules of evidence (20).
- f. Demonstrated knowledge of federal laws and regulations pertaining to Native Americans and tribal organizations (15).
- g. Demonstrated knowledge of tribal governments and criminal and civil procedures (20).
- h. Demonstrated ability to work with judges, law enforcement, probation, children protection, social services, and court staff in a professional manner (20).
- i. Demonstrated ability to exercise independent judgement and negotiate legal actions (10).
- j. Native American Preference Applies.

VI. Proposal Requirements

a. Statement of Qualifications

Description of practice and services the individual is capable of providing, including an explanation of how these services will best meet the Tribe's needs.

A list of three references regarding reputation and qualification of the individual.

Disclosure of any pending litigation or judgments rendered against the individual in any matter relating to professional activities of the individual, including any pending complaints with any bar association.

EQUIPMENT FOR TELECOMMUTING: PHONE<EMAIL<CELL<MAILING

b. Submission of Questions: Questions must be submitted in writing and received by August 27th, 2018 at 5:00 pm. All written questions can be submitted by **Fax 360/374/5426**

c. Attn: Bob Smith Executive Director /or **bob.smith@hohtribe-nsn.org**

d. Proposal Contents

Each proposal should address the following:

- i. Provide the name, contact information (address, telephone, email, fax numbers) for the individual the Tribe should contact with regards to your proposal.
- ii. Statement of qualifications.
- iii. Resume
- iv. List of three references.
- v. Writing sample.
- vi. Disclosure of any pending litigation or judgements, including any pending complaints with any bar association.
- vii. Cost Proposal

VII. Evaluation

Candidate must meet all minimum qualifications for consideration. For selection of the finalist, written proposals will be scored based on the 100 point system above.

VIII. Instructions

All proposals must be received by the Hoh Tribe at by August 27, 2018 5:00 PM  
Either by FAX 360/374/5426 Email [bob.smith@hohtribe-nsn.org](mailto:bob.smith@hohtribe-nsn.org) or  
Mail P.O. Box 2196 Forks, WA 98331