

Introduction

The Comanche Nation Tax Commission invites proposals from interested parties to contract with the Tax Commission to provide advice, representation, and services in connection with the levy and collection of extraction taxes on oil, gas, and other minerals produced on its tribal lands.

Background

The Comanche Nation wishes to enter into a contract with a licensed attorney with expertise and experience in the taxation of oil, gas, and other minerals produced on tribal lands.

Scope of Work to be Performed

- Implement Part 7 Oil and Gas Severance Tax of the General Revenue & Taxation Act of 1995.
- Serve as a debt collector to collect unpaid extraction taxes.
- Assist in the cancellation of non-producing leases.
- Assist with recovery of surface and mineral tracts removed from Trust without the appropriate and required documents.
- Advise and consult tribal members who are heirs to members whose lands were sold out of trust without proper authorization from DOI.
- Assist the Comanche Nation Tax Commission and Comanche Nation with written communications regarding these services.

Qualifications and Experience

The selected candidate must meet the following minimum qualifications:

- 10+ years of licensed legal practice experience.
- Admission or eligibility to practice in Tribal, Federal, and Oklahoma courts.
- Litigation experience serving as first-chair counsel for court trials, arbitrations, and alternative dispute resolution proceedings.
- Specific and extensive experience representing Tribal governments in legal and economic matters.
- Expertise in energy law, including but not limited to Oil and Gas, as specifically applicable to Tribal lands.
- Experience in Tribal and multi-jurisdictional taxation, leasing, and right-of-way matters.
- Ability to interface with federal agencies in support of Tribal governance and economic goals.
- Ability to provide strategic guidance for effective taxation, energy production, and economic development with the Nation's lands.

Proposal Format and Content

1. Cover Page: Including the Request for Proposal Title, due date, name, address, telephone number and email address for the submitting candidate.
2. Resume: Qualifications and Experience: This section will contain a description of the professional qualifications, experience and special expertise of the individual, with particular focus on the candidate's education and experience in tribal laws and ordinances and applicable State and Federal laws.
3. Past Record of Performance: Candidate should include the names and telephone numbers of three representative clients or other non-related individuals who can provide references regarding performance.

4. Conflict on Interest: The candidate must disclose any potential conflict of interest that might arise if they accept an award of contract with the Comanche Nation and the Comanche Nation Tax Commission.
5. Writing Sample: A law review article, litigation brief, or judicial opinion authored by the applicant relative to one or more issues or areas encountered in a tribal court setting.

General Conditions

The Comanche Nation and the Comanche Nation Tax Commission reserved the right to reject any or all proposals received in response to this request, to negotiate with any qualified party, or cancel in whole or part of this RFP if it is in the best interest of the Comanche Nation and Comanche Nation Tax Commission. In the event none of the proposals are satisfactory to the Comanche Nation and Comanche Nation Tax Commission, no selection will be made and the position may be re-advertised. There is no expressed or implied obligation for the Comanche Nation and Comanche Nation Tax Commission to reimburse responding parties for any expenses incurred in preparing submittals in response to the RFP.

Evaluation

The Tribal Administrator and Tax Administrator shall be authorized to appoint a five-person review board to review the qualifications of the nominees and may interview nominees at their discretion. In selecting, the five-person review board shall give preference to qualified candidates who:

1. Have more extensive formal education and trial experience particularly to Native American Law, all aspects of Oil & Gas Law, and tribal courts.
2. By interview have shown that they are familiar with the Constitution, Code and Common laws of the Comanche Nation and the Comanche Nation Tax Commission General Revenue & Taxation Act of 1995.
3. Have shown or demonstrated that they have experience in Oil & Gas.

Questions

Questions regarding this RFP may be addressed to Tribal Administrator Julia Mantzke:

Office (580) 492-3240

Email: Julia.Mantzke@comanchenation.com

Instructions for Submission of Proposals

Deadline: Proposals should be submitted by February 15, 2024.

Proposals should be submitted via email in PDF format to Adam Red Elk at adam.redelk@comanchenation.com. Hand-delivered proposals can be dropped off in a sealed envelope to the Property and Procurement Department at the Comanche Nation Headquarters, 584 NW Bingo Rd., Lawton, OK 73507.