Bois Forte Band of Chippewa
5344 Lakeshore
Drive Nett Lake,
MN 55772
www.boisforte.com

Request for Proposal (RFP) for Financial and Auditing Services

ISSUE DATE: 10/16/2026

DUE DATE: 11/15/2026

SUBMIT TO: Bois Forte Band of Chippewa

Attn: David C. Morrison, Sr., Secretary/Treasurer
5344 Lakeshore Drive
Nett Lake, MN 55772
Email: davidmorrisonsr@boisforte-nsn.gov

cc. mlilya@boisforte-nsn.gov

Overview of Need:

The Bois Forte Reservation Tribal Council, hereinafter referred to as the "Band," is seeking proposals from qualified vendors to provide financial and audit services.

Background:

The Bois Forte Band of Chippewa is a federally recognized tribe situated in northern Minnesota. The Band's governing body is comprised of a five-member Council. The Band delivers government services to over 3,600 enrolled members who are located on-reservation, across the United States, and abroad. Currently the Band has over 400 grants/ programs on its accounting software to support the operations of the Government. The Band provides government services through a variety of departments, including Bois Forte Health Clinic, Human Services, Police Department, DNR, Tribal Court System, Realty, Housing, Enrollment, Public Works, IT services, Accounting, Education and Human Resources. As the owner and operator of the Boys and Girls Club, Fortune Bay Resort Casino, the Y-Store, and the Nett Lake C-Store, the Band is one of the largest employers within its region. You can learn more about the Band by visiting our website at: http://www.boisforte.com/.

Scope of Services:

The Bois Forte Band is seeking qualified individuals to provide the following services:

- Financial planning, budgeting, grant reporting, procurement, and investment activities of the Bois Forte Tribal Government.
- Preparation and assembly of monthly and quarterly financial statements, annual budgets, and reports required for financing to the Bois Forte Tribal Council.
- Analyze the financial details of the past, present, and expected operations.
- Advise management on short-term and long-term financial objectives, policies, or actions.
- Identify, analyze, and implement potential operational cost savings.
- Analyze operation issues impacting functions and their financial impact.
- Provide financial and technical expertise.
- Assist in the analysis and interpretation of financial statements and related reports.
- Evaluate current Enterprise Resource Planning (ERP) platform to ensure financial and other data is properly captured and reported to proper management staff.
- Work in cooperation with the Executive Director, Senior Management, and Program Managers to develop strategies for the maximization of revenues and control of expenditure.
- Provide direction, assistance, training, and advice to other department managerial personnel regarding budgeting, forecasting, procurement, and other financial management areas.
- Ensure compliance of policies and procedures as they relate to financial management and accounting issues.

- Ensure all financial records are maintained in a manner acceptable to applicable government regulations and industry standards.
- Develop internal control policies and procedures for all financial activities such as budget administration, purchasing, inventory control, payroll, accounts payable, accounts receivable, and accounting related functions.
- Periodically audits accounts payable, accounts receivable, payroll, and records of transactions to ensure internal compliance and accuracy of financial reporting.
- Responsible for the accurate recording of transactions, submission, and maintenance of appropriate documentation, and timely completion of all related financial functions.
- Ensure self-funded benefit programs are appropriately funded and reserved.
- Maintain confidentiality of financial, customer, vendor, and personnel information and ensure all are in compliance with applicable laws and data privacy policy.
- Oversee compliance with all tribal government approved accounting policies, procedures, and development.
- Prepare, submit, and negotiate the Indirect Cost Proposal and Direct Contract Support Cost for IHS and BIA Self-Governance Compacts
- Responsible for timely and accurate reconciliation of all accounts, especially cash, payables, receivables, property, and equipment.
- Responsible for the timely closing out grants.
- Responsible for the timely and accurate presentation of financial reports to the Tribal Council, Senior Management, Program Directors and the appropriate funding agencies.
- Responsible for the timely and accurate payment and documentation of all disbursements, including payroll and accounts payable.
- Responsible for the timely deposit of all funds received.
- Assure compliance with budgetary constraints.
- Assure proper allocation of expenses to programs and the Indirect Cost Pool.
- Coordinate annual negotiations for the BIA, IHS, and non-BIA compacts and/or annual funding agreements.
- Monitor and supervise the self-governance compacts and annual funding agreements, assists in and reviews the development of memorandums of agreements, contractual agreements, and documents, specifically related to the annual funding agreements.
- Act as a liaison between the Tribal Government and BIA and IHS Offices of Self-Governance.
- Coordinate, prepare, and submit the required annual Self-Governance report requested by the Tribal Council.
- Monitor drawdowns of Self-Governance compacts.
- Prepare and submit indirect cost analysis (needs) to BIA and IHS.
- Prepare and process Self-Governance waivers if needed.
- Assist with 105 (l) Lease negotiations.
- Perform all other duties deemed necessary.
- As an employee of the Bois Forte Reservation, will follow the Bois Forte Procurement Policy and any other applicable procurement requirements when obtaining goods and/or services for the Bois Forte Band of Chippewa.

Proposal Requirements:

Interested Firms shall submit a Technical Proposal:

1. The Technical Proposal should address the following:
    - The name, address, phone and email addresses contact information of the vendor
    - The name, office location, qualifications (brief bio), and experience of the firm or individual
    - Proposals must address

2. Cost Proposal. The Proposal should address the following information about costs:
    - The contractor shall…..

3. Certifications
    - The vendor shall certify in its response to the best of its knowledge and belief, that it and its principals/employees:
        - Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded by and Federal, State, Local or Tribal department or agency.
        - Have not within a five-year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, Local or Tribal) transaction or contract under a public transaction; violation of Federal or State antitrust statues or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
        - Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, Local or Tribal).
        - Have not within a three-year period preceding this application/proposal had one or more public transactions (Federal State, Local or Tribal) terminated for cause or default.

Native Preference (if applicable) –

This RFP is not restricted to companies owned by Native persons. However, preference will be given to Native and Alaska Native consultant/ contractors ("Native Consultant/Contractor") that submit responses that are substantially equal to responses submitted by a non-Native consultant/contractor. Native Consultant/ Contractor or "Indian-Owned Economic Enterprise" means any Indian-owned commercial, industrial, or business concern established or organized for the purpose of profit, provided that such Indian ownership shall constitute not less than 51 percent of the enterprise, and that ownership shall encompass active operation and control of the enterprise on a continuing basis for the duration of the project. A consultant/contractor claiming Native Preference may be required to submit evidence demonstrating qualification for that preference.

Selection Criteria:

The evaluation of each proposal will be based on the content of the proposals. The proposal with the highest number of points awarded will be the selected proposal for the services (subject to meeting all other qualifications/requirements). Each proposal can receive a maximum of 100 points. The proposals will be ranked based on the following areas with the maximum number of points for each area designated below:

- Ability to provide financial and audit services based upon qualifications (40 points);
- Assessment of financial and auditing experience (30 points);
- Competitiveness of cost proposal (15 points); and
- Native preference (15 points).

Submission Details:

Proposals may be submitted by mail, by facsimile, or by email. The Band may deem a proposal that fails to address content that is applicable to the company as non-responsive and ineligible for consideration.

- Due date: 11/15/2026 11:59 p.m., Central Time.

- Submit to: Bois Forte Band of Chippewa
  Attn: DAVID C. MORRISON, SR.
  SECRETARY/TREASURER
  5344 Lakeshore Drive
  Orr, MN 55771
  davidmorrisonsr@boisforte-nsn.gov
  Fax: (218) 757-3312

Inquiries:

Questions about this RFP may be directed via email to DAVID C. MORRISON, SR., SECRETARY/TREASURER, Bois Forte Tribal Government, at davidmorrisonsr@boisforte-nsn.gov. In the subject line for the inquiry, please reference "FINANCIAL AND AUDIT SERVICES PROPOSAL".

General Terms, Limitations, Reservation of Rights

The following terms, limitations, and reservation of rights apply to this RFP:

- The Band reserves the right to review any proposal in full or in part and to accept or reject any or all proposals.
- If necessary, contract negotiations related to the timeline may proceed following selection of the successful proposal.
- The Band reserves the right to select the successful vendor on the basis of proposals received, without seeking further information.
- Any award granted pursuant to this RFP shall be subject to the terms and conditions of a written contract between the Band and the contractor/consultant selected.
- The Band reserves the right to:

  - Modify or otherwise alter any or all requirements herein. If the Band modifies, consultant/contractor's will be given an equal opportunity to modify their proposals as identified in writing by the Band.
  - Reject any proposals received for whatever reason.
  - Terminate this RFP at any time, without cause or reason.
- The Band shall not be responsible for any expenses incurred by the applicant to prepare or deliver a response to this RFP, or to attend a virtual pre-award conference with the Band.
- The Band's determination on whether to make this award will be based solely on the Band's best interests as understood by the Band.
- Prior to any award and upon the Band's request, the apparent successful proposer must provide the information required of any consultant/contractor who does business with the Band, including the consultant/contractor's legal name, address, federal fax identification number, and evidence of insurance policies that meet minimum insurance specifications for the award.
- The consultant/contractor must disclose to the Band the use and identity of all subcontractors it uses in carrying out the requirements herein. The Band reserves the right to approve all subcontractors chosen (in its sole discretion). The consultant/contractor shall be solely responsible for the satisfactory performance of and compensation to all subcontractors.
- The laws and procedures of the Band shall govern all rights and duties under any contract that may result from the RFP.
- In the event of bankruptcy or receivership of any consultant/contractor, the applicable contract is null and void, and is terminated without further notice.
- This RFP shall not be construed as a waiver of the Band's sovereign immunity.