

December 18, 2023

PUBLIC ANNOUNCEMENT

RE-BID #22-03-2744-KS

The Navajo Nation Judicial Districts, (hereinafter referred to as the Nation), seek proposals to provide service of process by qualified Private Process Servers.

The proposal letters are due each Friday to the Court Administrator at the district where they propose to provide services. The proposals can be sent electronically through email by January 12, 2024. The proposal submittal letter must be in an attachment clearly marked "Proposal-Process Server" and addressed to the local Court Administrator:

- Alamo Judicial District: Regina Roanhorse-Begay at nnalcourt@navajo-nsn.gov
- Aneth Judicial District: Bryan Parris at anethcourt@navajo-nsn.gov
- Chinle Judicial District: Vanessa Mescal at nnochcourt@navajo-nsn.gov
- Crownpoint Judicial District: Jamie Mike at nncpcourt@navajo-nsn.gov
- Dilkon Judicial District: Darlene LaFrance at nndkcourt@navajo-nsn.gov
- Dzil Yijiin Judicial District: Arlene Lee at nndycourt@navajo-nsn.gov
- Kayenta Judicial District: Lavonne Yazzie at nnkycourt@navajo-nsn.gov
- Pueblo Pintado Judicial District: Jamie Mike at nnppcourt@navajo-nsn.gov
- Ramah Judicial District: Esther Jose at nnrncourt@navajo-nsn.gov
- Shiprock Judicial District: Ethel Laughing at nnsrcourt@navajo-nsn.gov
- To'haajiilee Judicial District: Regina Roanhorse-Begay at nntocourt@navajo-nsn.gov
- Tuba City Judicial District: Alice Huskie at nntccourt@navajo-nsn.gov
- Window Rock Judicial District: Court Administrator at nnwrcourt@navajo-nsn.gov

Submittals after the due date and time will be returned, unopened.

Specific instructions for submitting the necessary documents are contained in the Navajo Nation Judicial Branch Fiscal Recovery Funds Guidelines for Private Process Servers at Section Four. Guidelines may be obtained at: [The Judicial Branch of the Navajo Nation; Navajo Nations \(navajo-nsn.gov\)](https://www.navajo-nsn.gov) or from the Court Administrator of the local judicial district.

This announcement does not commit the Nation to award a contract or to pay any pre-award costs that are incurred. The Nation reserves the right to accept or reject, in whole or in part, all proposals submitted and/or to cancel this announcement. All contracts awarded shall be based on the most advantageous to the Nation. The laws of the Navajo Nation are applicable to this Request for Proposals. The selection will be made in accordance with the Navajo Business Opportunity Act, 5 N.N.C. §§ 201 et seq.

Any contracting is subject to the availability of funds.