



PORT GAMBLE S'KLALLAM TRIBE

Request for Proposals

Tribal Community Court Chief Justice

Background of Tribe and Intent

Vision

“Port Gamble S’Klallam Tribe uses our many resources to maintain a proud, strong, healthy, educated community that uses innovation to ensure all our people enjoy a good quality of life.”

Mission: The mission of the government of the Port Gamble S’Klallam Tribe is to improve the quality of life for all tribal members. We accomplish this through decision-making that considers future generations, competent administration and management, preservation and protection of our rich cultural heritage and natural resources, the enhancement of economic opportunities, and the protection of tribal sovereignty through determining our own destiny.

Brief Description of Tribe

The Port Gamble S’Klallam Reservation is located on the northern tip of the Kitsap Peninsula in Washington State. It is situated on Port Gamble Bay, for generations an important natural resource for Native Americans. The Port Gamble S’Klallam Indian Tribe has been increasing its interaction with its neighbors in the North Kitsap area, making it known that it is concerned about issues related to growth, water resources and land use. By expressing these concerns and working with members of the surrounding communities the Tribe is taking its rightful place as a responsible citizen and custodian of the natural resources surrounding its home.

The Tribe is one of 29 federally recognized Indian Tribes in Washington State. The population of the Port Gamble S’Klallam Tribe is currently just over 1,256 enrolled tribal members. About half the tribal members reside on the reservation, along with other Native Americans and non-Indians. More information about the Tribe can be found at the Tribe’s website: www.pgst.nsn.us

Intent of Tribe

The Port Gamble S’Klallam Tribe is seeking a Chief Judge that is responsible for fairly and impartially hearing and deciding civil and criminal matters within the jurisdiction of the Port Gamble S’Klallam Tribal Community Court. The Chief Judge is responsible for protecting and enhancing the Tribe’s sovereignty and must conduct himself/herself according to the highest ethical standards. The Tribal Chief Judge shall be appointed at the discretion of Tribal Council.

Desired Scope of Services

The Tribal Court currently hears a variety of cases, including but not limited to: child dependency and custody (ICW and custody disputes), divorces, criminal matters, and fishing and hunting infractions. All Titles of the Tribe's Law and Order Code can be found on the Tribe's website at: www.pgst.nsn.us The Chief Judge handles all phases of civil and criminal litigation, prepares and issues written orders, judgments, search and arrest warrants; provides legal research and writing when necessary for timely decisions and opinions in Tribal Court case; drafts memoranda and other legal documents as necessary; attends mandatory training under grant requirements regarding Victims Services Programs, Tribal Court and/or Tribal Police Department [payment for attendance will be as set out in grants], attends court staffing meetings, and fulfills all other duties required of the Chief Judge to assure an effective and fair Tribal Court. The Tribe is developing a roster of pro tem judges in the absence of the Chief Judge, if that is of interest, please include a statement in your proposal submission.

This is an independent contractor position and does not have benefits. Tribal Court is in session three times monthly (first Tuesday, third Tuesday and third Wednesday) and an additional day which has not yet been decided. In the year 2014, the Tribe's overall annual caseload was approximately 284 cases, of those, 114 were criminal matters and a 170 were civil matters.

As the tribe continues to diversify its economy and exercise jurisdiction to the fullest extent possible, candidates who have familiarity with the laws in the following areas will be considered most favorably: taxation, banking, finance, corporations, land use and zoning, environment and natural resources, cultural resources, gaming, labor and employment, construction, and arbitration.

Selection Criteria and Qualifications (In no particular order)

- a. Must have two (2) years experience as a tribal judge in a tribal justice system exercising civil, criminal and juvenile jurisdiction or at least five (5) years' experience practicing in Tribal court systems;
- b. Demonstrated litigation experience in state and federal courts;
- c. Must have demonstrated ability to become thoroughly familiar with the Port Gamble S'Klallam Law and Order Code; must be familiar with the Indian Civil Rights Act; courtroom procedures; demonstrated experience with Federal Indian Law, trial law and principles of tribal sovereignty and jurisdiction; criminal and civil law concepts including juvenile jurisdiction and the Indian Child Welfare Act; and be willing to become familiar with the cultures, traditions and values of the people of the Port Gamble S'Klallam Tribe; and
- d. Be familiar with alternative sentencing and restorative justice.
- e. Have a juris doctorate degree from an ABA accredited law school;
- f. Licensed to practice law in the State of Washington is preferred but licensed to practice law in one of the 50 States is required;
- g. Submit to and pass a pre-employment background check and drug screen.
- h. Must be of good character and reputation and never have been reprimanded, suspended or disbarred in any jurisdiction for violation of any ethics standards

- i. Must be able to travel to attend training and meetings as required;
- j. The Port Gamble S'Klallam Tribe reserves the right to award a contract according to its Indian Preference Policy.

Proposed Schedule

1. Tribe to release RFP by July 13, 2015.
2. Proposals must be received no later than 4:30 p.m. P.S.T. time on July 31, 2015; late proposals will not be accepted.
3. The tentative selection timeline is to select an applicant and have a contract completed by August 31, 2015.

Proposal Requirements/Guidelines

- a. Letter of Interest and a statement of overall qualifications not to exceed ten pages.
- b. Must provide three (3) letters of reference.
- c. Description of individual's practice and services the individual is capable of providing, including an explanation of how these services will best meet the Tribe's needs.

Procedures for Submission

Interested applicants are invited to submit a copy of their written proposal prior to 4:30 p.m., July 31, 2015 to:

ATTN: Court Administrator
Port Gamble S'Klallam Tribe
31912 Little Boston Road N.E.
Kingston, WA 98346
(360) 297-6297

| Electronic submission: must be submitted as one complete PDF to: judgerfp@pgst.nsn.us

For additional information or clarification please contact Christina Barone of the Port Gamble S'Klallam Community Court, at 360-297-6297. All material submitted in response to this Request for Proposals becomes the property of the Tribe and will not be returned.

Rejection of Responses

The Tribe reserves the right to reject any or all responses to this Request for Proposals or to award a contract to the next most qualified candidate, based solely on the Tribe's judgment, if the successful candidate does not enter into a contract with the Tribe within thirty (30) days after the selection of the candidate by the Tribe.

Dispute Resolution and Waiver of Sovereign Immunity

Any candidate responding to this Request for Proposals should include a statement of their consent to the jurisdiction of the Port Gamble S'Klallam Tribal Court for the resolution of any disputes that may arise between the candidate and the Tribe along with their agreement that any waiver of sovereign immunity that may be included in a contract between the Tribe and the candidate will be limited to declaratory and injunctive relief in Port Gamble S'Klallam Tribal Court.