



Picayune Rancheria
of the
CHUKCHANSI INDIANS
49260 Chapel Hill | PO Box 2226 | Oakhurst, CA 93644 | (559) 412-5590

REQUEST FOR PROPOSALS:
FOR SERVICES IN CONNECTION WITH
TRIBAL ENROLLMENT

August 21, 2018

To Whom it May Concern:

The Picayune Rancheria of the Chukchansi Indians (PRCI), a federally recognized sovereign Indian tribe, requests Proposals for Tribal Enrollment Services. The Tribe seeks a Service Provider to act as an Independent Enrollment Committee. The Service Provider may be an accounting firm, a dispute resolution service, a law firm, a genealogist, or an organization of another type.

The Service Provider will be responsible to understand and carry out all steps of PRCI's Enrollment process in a manner consistent with the Tribal Constitution and the Enrollment Ordinance. The Service Provider will be expected to research, verify and process documents, including state and federal records, related to genealogy and enrollment. The Service Provider will be required to deliver timely results and to maintain strict confidentiality in all enrollment matters.

The Service Provider will review enrollment applications and documents provided by the Enrollment Director. The Service Provider will utilize available software programs to publish Tribal Resolutions adding new members. The Service Provider will provide notification of all decisions to the appropriate parties.

All RFP responses must be signed by an authorized representative of your firm or office, and must include the following:

1. A summary of your firm's experience and results in managing tribal enrollment matters and in resolving discrepancies related to enrollment matters;
2. A summary of your firm's experience in and familiarity with federal Indian law;
3. A summary of your proposed project team with resumes for each member;
4. A description of the experience of any member of your team who has previously worked for any federally recognized tribe on matters of enrollment;
5. A description of the experience of any member of your team who has previously worked on matters involving genealogy and/or DNA research;
6. A list of three professional references; and
7. A statement of proposed fees and costs.

PRCI exercises Native American preference in contracting. You are encouraged to include any information in your response that would qualify you or your firm for Native American preference. The selected firm will be expected to sign a contract that recognizes the sovereignty of PRCI.

PRCI reserves the right to award or reject any response or proposal for any reason, to request modification of any proposal, or to solicit further proposals, or to determine not to pursue further action, as may become necessary in the best interest of PRCI.

Please submit all responses electronically to: Diane Vitols, Tribal Attorney, at: dvitols@chukchansi-nsn.gov by 5:00 pm (PST) on September 19, 2018. If you have questions about this RFP, contact the PRCI Legal Department at (559) 760-9071.