



Wilton Rancheria Tribal Court

Honorable Christine Williams, Chief Judge

9728 Kent Street

Elk Grove, CA 95624

tribalcourtinfo@wiltonrancheria-nsn.gov

REQUEST FOR PROPOSAL Wilton Rancheria Court – Court Development Consultant

March 8, 2022

Wilton Rancheria and the Wilton Rancheria Tribal Court is soliciting proposals from individuals interested in serving as a court development consultant in the development of three new Wilton Rancheria Code sections. This consultant will be responsible for the development, drafting, and training for new Wilton Rancheria Code sections: Child Abuse, Elder/Vulnerable Member Abuse, and Domestic Violence. Applicants may apply for one or multiple code sections.

About the Tribe

Journey Statement

Through the revitalization of culture, language, and traditions, we as Miwok and Nisenan people will work diligently to enhance the lives of Onikse'. Exercising self-reliance, by promoting health, wellness, economic success, and education to sustain our Tribal Community. Thus, preserving our ancestors' legacy for future generations.

Vision

A thriving self-sustaining Tribal Community reflective of culture, values, and traditions. Wilton Rancheria is in the heart of the State of California. With headquarters in Elk Grove, California, located just south of the State Capital, Sacramento, Wilton Rancheria is the only Federally Recognized Tribe in Sacramento County. The members of Wilton Rancheria are descendants of the Penutian linguistic family identified as speaking the Miwok dialect. The Tribe's Indigenous Territory encompasses Sacramento County. We provide a robust offering of services to our community through a variety of Departments including: Cultural Preservation, Education, Elder, Enrollment, Health, Housing, Human Resources, and Indian Child Welfare. With year-round temperate weather plus a family-oriented community with easy access to two major freeways and the Sacramento International Airport, Wilton Rancheria is the ideal blend of traditional community values with access to state-of-the-art amenities.

Wilton Rancheria was terminated in 1959 by the federal government. After years of struggle, the Tribe regained its federal recognition in June 2009. In November 2011, the Tribe adopted its modern Constitution, and since that time, the Tribe's leadership has worked diligently to implement and further develop the tribal government. Wilton Rancheria's government is divided into four separate branches: a General Council, an Executive branch, a Legislative branch, and a Judicial branch. For more information about our Tribe please visit our website: <http://wiltonrancheria-nsn.gov/>

Judicial Branch – The Wilton Rancheria Courts

The Tribe's Constitution provides that the judicial branch of the Tribe shall be the Tribal Court. Wilton Rancheria's judicial branch consists of the Tribal Court, The Appellate Panel and the Traditional Court. Together they are known as the Wilton Rancheria Courts.



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Honorable Christine Williams, a Yurok Tribal member licensed to practice law in California, was appointed as the Chief Judge of the Wilton Tribal Court in January of 2020. The Judicial Branch is now being developed and implemented under the direction of the Chief Judge and according to the framework provided in the Constitution and laws of the Tribe. Judge Williams brings to the Wilton Rancheria Courts twenty years' experience in the field of Indian law and ten years' experience serving as a judge for tribes. The Tribal Court will hear a variety of cases primarily within the government/administrative law, family law and social services law fields initially.

Wilton Rancheria is carrying forward their cultural identity through the Traditional Court. The Traditional Court shall advise the Tribal Court on matters of custom and tradition, which represent the Tribe's common law. The Traditional Court will serve as a non-adversarial forum for dispute resolution guided by a panel of elders from the Tribe. In this manner, the traditional values of Wilton Rancheria shall be kept at the forefront of the Tribal Court's decision-making process.

The Appellate Panel will be available for review of decisions of the Tribal Court. Transparency, accuracy, consistency and fairness are the foundation of the Wilton Rancheria Courts. The three courts work together to ensure a fair and accessible system of justice.

About the Project

Commitment and Expectations

This is a request for assistance from an independent contractor for the development of three complete Code Packages for new Wilton Rancheria Code sections:

- 1) Child Abuse Package
- 2) Elder/Vulnerable Member Abuse Package
- 3) Domestic Violence Package

Each Code Package will require the following: drafting and development of the code section using direction and guidance of Wilton Rancheria's customs and traditions; development of corresponding rules, forms, and public information guides; and the planning and execution of two separate trainings, one for the general membership and one for Tribal employees and mandated reporters. Applicants may submit for one Code Package or multiple Code Packages.

While the members of the Court and Court staff will be available for direction, guidance, input and code review, the expectation is that the consultant will complete the code development without substantive assistance from the Chief Judge or Tribal Court staff. The consultant will be expected to engage with the tribal leadership, staff and larger community in a respectful and meaningful way during the development process. Only applicants dedicated and interested in tribal nation building should apply.

Minimum Qualifications

To be considered for full evaluation and possible award, applicants must first meet the threshold minimum qualification requirements listed below. The Court, under its discretion, may choose to waive minor



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deviations or defects. Only those proposals that meet all the foregoing minimum qualifications shall be considered for a full evaluation and a possible contract award.

1. A successful candidate must have substantial content expertise in code drafting as well as training development and execution.
2. Experience in working with tribal communities in tribal code development.
3. Willingness to meet with Tribal Leadership and staff either virtually or at the Wilton Rancheria Tribal Office. Compensation for travel to the Tribal Office will not be provided.
4. If applicable, must be able to demonstrate they are in good standing in all jurisdictions which they are admitted to practice law, have no felony convictions, have no convictions within the last ten years of a misdemeanor involving moral turpitude, corruption or dishonesty, have familiarity with Federal Indian law, and relevant Tribal law.
5. Due to the sensitive and confidential nature of the areas of being covered, the recipient(s) will be required to execute a Non-Disclosure Agreement prior to the commencement of any work.

Proposal Preparation Costs

Applicants submitting proposals do so entirely at their expense. There is no express or implied obligation by the Court to reimburse an applicant for any costs incurred in preparing or submitting proposals, providing additional information when requested by the Court, participating in any selection interviews, site visits, or participating in this procurement.

Submissions and Additional Information

If interested, please submit the following via electronic mail to Tribalcourtinfo@wiltonrancheria-nsn.gov:

1. Letter of interest indicating the code sections covered in the proposal
2. Proposal
 - a. Full budget detailing how funds will be utilized. Budget Proposals are not to exceed \$34,000 per Code Package.
 - b. Proposed timeline for completion not to exceed June 30, 2022.
3. Resume highlighting relevant professional experience

Submissions are due no later than **March 21, 2022** at 5:00 pm PST. The Court Development Consultant(s) will serve as an independent contractor through the Wilton Rancheria Tribal Government. Native American Preference will be applied.