



Request for Proposals

Port Gamble S'Klallam Tribe



Assessment and Enhancement of Tribal Gaming Law Code 20 and Development of Tribal Internal Control Standards (TICS)

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 the Tribe and other Native Americans.

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 1,300 enrolled tribal members. About half the tribal members reside on the reservation, along with other community members. More information about the Tribe can be found at the Tribe's website: www.pgst.nsn.us

DESCRIPTION OF THE TRIBAL GOVERNMENT

The Port Gamble S'Klallam Tribal Council is comprised of six elected officials serving two year staggered terms. It serves as the executive and legislative body of the Tribe and convenes twice a month to establish policy, review budgets and finances, and ensure staff is carrying out the responsibilities delegated to it to fulfill the vision and mission of the Tribe.

The tribal government employs approximately 300 employees and provides numerous direct services to the tribal membership. The Tribe also owns a casino, a convenience store, a tribally designated housing entity, and operates a 501 (c) 3 non-profit foundation. The casino operates class II and III gaming and employs approximately 225 employees.

Responsible for regulatory compliance across all class II and III gaming operations is the PGST Gaming Commission, Tribal Gaming Agency's Executive Director, and twenty-eight staff. Five commissioners who hold 4-year terms make up the Gaming Commission.

This Proposal seeks to work with a contractor who will perform Tribal Gaming Law & Order Code 20 assessment for the Tribal Gaming Regulatory Agency.

SCOPE OF WORK

The Port Gamble S'Klallam Tribe is seeking a qualified consultant to conduct an assessment of the Tribal Gaming Law & Order Code 20 with the objective of enhancing it through the creation of comprehensive subsequent regulations and Tribal Internal Control Standards (TICS).

The consultant selected must have proven expertise and demonstrated hands-on experience guiding tribal gaming regulatory agencies through the implementation and successful completion of organization-wide Indian Gaming transformation. The scope of work outlines the phases and deliverables of the project. However, PGST may consider an alternative approach to the project if proposed by the consultant.

This project includes several activities and deliverables including

- Development of comprehensive subsequent regulations that supplement and strengthen the existing legal framework.
- Establish Tribal Internal Control Standards (TICS) that exceed NIGC Minimum Internal Control Standards and ensure alignment with the Tribal-State Compact for Class III Gaming in the state of Washington.
- Define clear processes and procedures for the Gaming Commission and Tribal Gaming Agency, ensuring effective regulatory oversight.
- Provide recommendations for amendments or revisions to the Tribal Gaming Law Code 20 to address any identified shortcomings and align with evolving industry standards and best practices.

PROPOSED SCHEDULE

- a. Tribe to release RFP June 10, 2024
- b. Proposals due by: July 10, 2024
- c. Tribe interviews applicants August 5 - 9, 2024
- d. Tribe will award by August 31, 2024

PROPOSAL REQUIREMENTS/GUIDELINES

- a. Letter of Interest and overall qualifications.
- b. Name of provider who will be responsible for the performance of any work assigned including all contact information.
- c. Detailed biographies and summary of the relevant experience of each provider who would be available to perform services on behalf of the Tribe.
- d. Description of the services provided to tribal or other clients over the last three years including examples of successful results as well as unsuccessful results.
- e. Three references from current or former clients, including tribal clients.
- f. A description of any costs that would be charged to the Tribe to provide the agreed

upon services.

g. Statement of availability to commence and complete work

PROCEDURES FOR SUBMISSION

Interested consultants are invited to submit electronic copies of their written proposal by 4:00 pm PST on July 10, 2024 to TGA Executive Director, Nic'Cola Armstrong at narmstrong@pgst.nsn.us . All material submitted in response to this Request for Proposals becomes the property of the Tribe and will not be returned. Proposals must not exceed five (5) pages. If you have supplementary appendices or additional relevant information, please reference these in your submission.

SELECTION CRITERIA (IN NO PARTICULAR ORDER)

- a. Reasonableness of fees
- b. Qualifications of candidate
- c. Availability
- d. Organizational development expertise and experience, especially as it relates to Native American Tribes.

REJECTION OF RESPONSES

The Tribe reserves the right to not award a contract at all.

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 consultant 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 consultant will be limited to declaratory and injunctive relief in Port Gamble S'Klallam Tribal Court. **A model contract is provided as a part of this RFP and the successful candidate will be expected to use the standard terms of the model in the final agreement.**