

## **Request for Qualifications to Provide Public Defender Services**

Stevens County requests statements of qualifications from attorneys experienced in providing Public Defender services for persons charged with felony criminal offenses. Stevens County is seeking to contract with Class A Felony-qualified attorneys as well as other qualified attorneys to handle conflict cases and excess caseloads as further described below.

### **SCOPE OF WORK**

1. Provide legal representation to defendants facing felony criminal charges including probation violations, SSOSA and DOSA revocation matters, and fugitive/extradition matters;
2. Attend hearing in defense of clients as necessary;
3. Prepare motions in defense of clients as necessary;
4. Do trial work in defense of clients as necessary;
5. Maintain awareness of ethical standards and appearance of fairness standards and avoid potential conflicts of interest, prohibited transactions and the appearance of prohibited transactions.
6. The scope of work will include RALJ appeals for eligible defendants, which shall be paid at a negotiated flat rate.

### **MINIMUM QUALIFICATIONS**

1. Possess a Juris Doctorate degree;
2. Be a graduate from a law school accredited by the American Bar Association;
3. Be a member in good standing of the Washington State Bar Association;
4. Service under the contract shall be compatible with the Standards for Indigent Defense (SID), particularly paragraphs 14.1 and 14.2.

### **SUBMITTAL PROCESS**

Interested applicants should provide:

1. A resume;
2. A cover letter;
3. A list of the past year's CLEs or other trainings that relate to felony defense;
4. Names of judges and opposing counsel in the last three cases that went to trial and any other information the applicant feels demonstrates his/her ability to provide vigorous and effective client representation;
5. Description of practice and services the attorney/firm is capable of providing, including an explanation of how these services will best meet the County's needs;
6. A list of references regarding reputation and qualifications of the attorney/firm;
7. Disclosure of any pending litigation or judgments rendered against the attorney/firm in any matter relating to professional activities, including any pending complaints to the Washington State Bar Association.

Stevens County reserves the right to reject any or all applicants, waive technicalities or irregularities and accept any proposal if such action is believed to be in the best interest of the County. Statements of Qualifications will be accepted on a continual basis until the County achieves sufficient capacity to provide said services.

**Responses must be marked "STEVENS COUNTY REQUEST FOR QUALIFICATIONS TO PROVIDE PUBLIC DEFENDER SERVICES" and be sent to Polly Coleman, Stevens County Clerk of the Board at [pcoleman@stevenscountywa.gov](mailto:pcoleman@stevenscountywa.gov) or by mail at 215 S. Oak Street; Colville, WA 99114 or delivered to the office at 230 E. Birch Avenue; Colville, Washington.**

**Open until filled.**