

CITY OF OAK HARBOR

REQUEST FOR QUALIFICATIONS TO PROVIDE CONFLICT COUNSEL PUBLIC DEFENDER SERVICES

PURPOSE

The City of Oak Harbor, Washington (“City”) request statements of qualifications from attorneys experienced in providing Public Defender services for indigent criminal defendants. The City currently contracts for Public Defender services from Island Defense, LLC. Island Defense provides defense services for approximately 365 misdemeanor and gross misdemeanor defendants per year. The City is seeking to contract with additional attorneys to provide legal representation to defendants that are not able to be represented by Island Defense, LLC due to a conflict. The City is offering compensation at \$75.00/hour for conflict defense services. Defendants will be represented at arraignment, pretrial hearings, trials or pleas and appeals from the municipal court of limited jurisdiction to superior court. It is anticipated that there will be between sixty and seventy cases per year that are represented by “conflict” counsel. The City anticipates that multiple attorneys may serve as conflict counsel.

SCHEDULE

The City has an immediate need to recruit additional attorneys and/or firms that will provide misdemeanor and gross misdemeanor defense services. **As such, Statements of Qualifications will be accepted on a continual basis until the City achieves sufficient capacity to provide said services.** Interviews of selected candidates will, if required, be scheduled as soon as possible. Following interview, one or more candidates will be selected to negotiate contracts for provision of services. Although the duration of contract may vary, the City prefers to sign two year contracts.

SCOPE

Pursuant to Chapter 10.101 RCW, all indigent criminal defendants must be provided with vigorous and effective legal representation, including but not limited to, the representative duties listed below in (1) through (5). Oak Harbor has adopted standards for the provision of public defense services as required by state law. The City has adopted an un-weighted case load standard of 400 cases annually per full time Public Defense Attorney (Resolution 14-41). This standard, and those adopted by the Washington State Supreme Court, will apply to conflict counsel. Copies of public defense standards adopted by the City are available upon request.

Public Defense attorneys are expected to:

- (1) attend all court hearings required by the Washington Court or Local Court Rules now or hereafter adopted;
- (2) appear and represent clients/defendants at all hearings and trials involving defendants on whose behalf the Public Defender has been appointed;
- (3) be available to talk with and meet, in person, eligible indigent defendants at the Skagit County jail, and an office location in the City of Oak Harbor. Confidential meeting space that is ADA compliant is required;
- (4) research the law and investigate facts in a manner appropriate to each case; and
- (5) document and report selected data to the City regarding represented cases on forms prepared by the City (monthly and quarterly reports as required).

SUBMITTAL PROCESS

Interested applicants should provide a resume, cover letter, solely authored writing sample, a list of the past two years CLE's of other trainings that relate to criminal defense, 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 representation to clients.

Responses must be marked "Oak Harbor Indigent Defense Qualifications" and be sent to the City of Oak Harbor, ATTN: City Clerk, 865 SE Barrington Drive, Oak Harbor, WA 98277. Questions regarding this RFQ may be sent to cbrown@oakharbor.org.