

REQUESTS FOR QUALIFICATIONS INDIGENT DEFENSE COUNSEL

Uintah County is requesting applications from qualified Defense Services Providers for eight (8) separate contracts to provide indigent legal services in the 8th Judicial District, Juvenile, and associated appeals as outlined below:

1. 1/4 District Court
2. 1/4 District Court
3. 1/4 District Court
4. 1/4 District Court
5. 1/3 Juvenile Delinquency and Child Welfare
6. 1/3 Juvenile Delinquency and Child Welfare
7. 1/3 Juvenile Delinquency and Child Welfare
8. Appeals – District, Juvenile Delinquency, and Child Welfare

The budget for each type of contract is as follows: \$7,500/month for each District Court contract, \$7,000/month for each Juvenile Court contract, and up to \$10,000 for a 12-month appeals contract. Uintah County has hired a Managing Public Defender and Legal Assistant to manage and oversee all public defense work in Uintah, Daggett, and Duchesne Counties. Management and Oversight includes, but is not limited to: approval of defense resource requests, courtroom observation, mentorship, case assignments, conflict management, performance reviews, trainings, etc.

Public Defender Services are professional services and not subject to the procurement code. Applications (**attached**) are due to the Uintah County Clerk-Auditor's Office at 147 East Main, Vernal, Utah 84078 no later than **5:00 p.m. November 9th, 2018**.

By November 13th, 2018, the Uintah County Clerk-Auditor will distribute the applications to a Selection Committee which will conduct in-person interviews. The Selection Committee consists of:

- Deputy County Attorney – Civil
- Managing Public Defender
- Indigent Defense Commission representative(s)
- One Uintah County Commissioner
- Retired Judge

Each finalist selected by the Committee will be presented by the Managing Public Defender to the Uintah County Commission during its public meeting on **November 26th, 2018 at 11:00 a.m.** Further discussions or interviews may be conducted and revisions of the proposals are allowed. It is anticipated that final contract awards will be made during the same meeting, but circumstances may necessitate awarding on a future date. Selected Providers must be available to begin work by January 1, 2019. However, because of current vacancies in contracts, Uintah County is in need of some applicants to begin as soon as possible.

Selected providers will be required to comply with the standards of representation related to the Indigent Defense Commission Grant and track and report both public defense and private caseloads, including time tracking on public defense cases. Uintah County will provide a case management system at no cost to providers.

Applicants NOT selected for a contract should indicate on the Application whether they wish to remain on a conflict roster for compensation at a rate of \$75 per hour.

Uintah County reserves the right to accept or reject any and all responses or any configuration of responses as the County deems necessary. For more information, please contact the Uintah County Attorney's Office at (435) 781-5432 or via email to melissa@uintahcountyattorney.org.

APPLICATION FOR UINTAH COUNTY INDIGENT DEFENSE SERVICE CONTRACT

1. Please select which contract you wish to apply for (you may select more than one):

- 1/4 District Court
- 1/4 District Court
- 1/4 District Court
- 1/4 District Court
- 1/3 Juvenile Delinquency and Child Welfare
- 1/3 Juvenile Delinquency and Child Welfare
- 1/3 Juvenile Delinquency and Child Welfare
- Appeals – District, Juvenile Delinquency, and Child Welfare

2. Please attach:

- a. Resume and Cover Letter containing the following:
 - i. Your education and experience
 - ii. Your philosophy about criminal defense and the criminal justice system
 - iii. Notable cases
 - iv. References
- b. Proof of active Utah Bar License and good standing with the Utah State Bar
- c. Copy of all indigent defense contracts for which you are currently engaged

3. If you are NOT selected, are you willing to be listed on a conflict roster for cases in Uintah and Daggett Counties (\$75/hour)?

- No. I do not wish to be included on the conflict roster.
- Yes, please include me on the conflict roster for the following case types:
 - District Court
 - Juvenile Delinquency and Child Welfare
 - Justice Court

4. How many jury or bench trials have you tried in the past five (5) years? Career?

5. What qualities should a public defender possess?

6. Do you have ties to or a history with Uintah, Duchesne, or Daggett Counties? If yes, please describe.

7. If you hold an existing indigent defense contract outside of Uintah County, or if you reside outside of Uintah County, please list the days/times you will be available to meet in-person with clients locally (minimum of 4 hours/wk). Also state whether you intend to maintain an office within Uintah County and if not, where you plan to conduct client meetings.

8. Please list support staff you intend to hire or utilize in order to fulfill your obligations under the contract. (Note: If you hold defense contracts outside of Uintah County, there is a preference for local support staff.)

9. If you hold an indigent defense contract outside of Uintah County, please provide an estimate of the time commitment (or number of cases) and the court appearance days required under those contracts. Also explain how you intend to handle the Uintah County caseload in addition to your prior commitments.

10. Please list all of the CLEs you have attended in the last year.
