

CITY OF BURLINGTON REQUEST FOR PROPOSAL

The City of Burlington has an immediate need to recruit additional attorneys and/or firms that will provide misdemeanor and gross misdemeanor defense services. The city is seeking to contract with conflict attorneys to provide legal representation to defendants that are not able to be represented by its primary defender Mountain Law. 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 one hundred and one hundred and fifty cases per year that are represented by “conflict” counsel. The city will pay \$85 an hour to conflict counsel and a fixed amount, to be negotiated, as payment for travel time, for out of area travel time. The city will also pay for membership in the Washington Defender Association.

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 interviews, selected candidates will need to negotiate contracts for provision of services. Although the duration of contract may vary, the city prefers to sign two-year contracts.

SUBMITTAL PROCESS

Interested applicants should provide a resume, cover letter, solely authored writing sample, a list of the past year’s CLE’s or 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 “Burlington Indigent Defense Qualifications” and sent via email to Maria Funk, Public Defense Program Assistant at publicdefense@burlingtonwa.gov Questions regarding this RFQ may also be sent to publicdefense@burlingtonwa.gov or via phone at 360-708-0045.