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STATE OF WASHINGTON

Date: October 16, 2019

To: Interested Attorneys

From: Grays Harbor County Commissioners and the Department of Public Defense (GHCDPD)

Re: **Request for Qualifications** - Superior Court Contract Public Defender Services for remainder of 2019 (approximately two (2) months)

Grays Harbor County requests statements of qualifications from attorneys experienced in providing Public Defender Services for indigent parties for representation in Grays Harbor County Superior Court. Both in-custody and out of custody clients will be assigned to contractors for representation from arraignment through trial. This contract will be for the remainder of 2019, approximately two months in duration. New applications will have to be submitted for continuing services in 2020.

GHCDPD is in the process of developing a defense model. Attorney input is welcomed and appreciated. The approaches will be client-centered, community-oriented effective and critical solution to challenges within our criminal legal system.

HOW TO APPLY:

Interested individuals must complete the **application attached** and submit the following:

- 1. Letter of Interest:** Not exceeding three pages, summarizing experience, qualifications and reasons for applying. Include: legal name, street address, city, state, zip code, daytime phone number, email address, signature.
- 2. Resume:** Current resume, include all positions in the past 10 years.
- 3. Reference Information:** Please provide the name and contact information for three (3) professional references.
- 4. Insurance Verification:** Proof of Professional and Commercial General Liability coverage.

Please visit the Grays Harbor County website under latest news on the home page to review all application materials and requirements for this RFQ.

Selection Schedule: Deadline for Submittal, October 31, 2019 by 12:00 p.m. Interviews of qualified applicants will be held November 4, 2019. Contract Review and Signature, by November 5, 2019. Contract Start Date, November 6, 2019, contract end date of December 31, 2019. **Department of Public Defense Contact: Mac Jardine (360) 964-1599.**

***NOTE:** Professional Services Contractors provide occasional and temporary services for Grays Harbor County. Contractors are not considered regular employees of Grays Harbor County and must meet the eligibility requirements as established by the IRS. Contractors are not eligible to receive any employee benefits, must be responsible for their own unreimbursed business/service related expenses and must be responsible for any profit or loss associated with the service agreement.*