White Pine County, Nevada

Request for Proposal (RFP)
2 year contract for Public Defender Services

GENERAL OVERVIEW AND DESCRIPTION:

White Pine County, Nevada is soliciting proposals from qualified law firms or individuals to provide Public Defender Services for fiscal year 2020 and 2021.

White Pine County will consider proposals to provide comprehensive Public Defender Services and/or proposals to provide conflict counsel services

COMPREHENSIVE PUBLIC DEFENDER SERVICES:

Comprehensive Public Defender is expected to handle the following types of cases:

1. Any criminal case arising in Ely Justice Court and the Seventh Judicial District Court;
2. Ely State Prison and Honor Camp cases;
3. 432B cases with the Division of Child and Family Services;
4. Appeals from Ely Justice Court to the Seventh Judicial District Court;
5. Appeals from the Seventh Judicial District Court to the Nevada Supreme Court;
6. Drug Court;
7. Pre-Conviction and/or Post-Conviction Habeas Corpus cases;
8. Death Penalty cases;
9. Motion in Limine;
10. Civil Commitment; Competency Hearings.

Proposals for comprehensive Public Defender Services shall detail the scope of work and types of cases to be handled, total contract price, types of cases and situations in which additional fees may be requested. The Public Defender is expected to log their hours and document their work. Proposals will be considered from independent attorneys, partnerships, firms, government entities or any combination thereof.

Minimum requirements are White Pine County resident attorney position for duration of contract; office hours of 8:00 a.m. to 5:00 p.m., Monday through Friday; one Death Penalty qualified attorney; legal malpractice insurance and premises liability insurance. Proposals should also address how it will cover investigation services; how conflict counsel will be paid for, and whether the Public Defender is allowed to engage in private practice; the proposal should also address whether or not there is the ability to provide own office, staff, annual CLE training including not limited to criminal law procedures and evidence procedures, vehicles, fuel, expenses, etc.
GENERAL PROPOSAL INSTRUCTIONS AND REQUIREMENTS:

THE DEADLINE FOR ALL PROPOSALS IS: Friday, February 22, 2019 at 5:00 P.M. PST. Any proposal not received before the date and time specified shall not be accepted. Faxes of proposals will not be accepted.

COMMUNICATION:

White Pine County Clerk’s Office will be the primary contact for the Public Defender Services. Any questions regarding this RFP should be directed in writing no later than 3:00 p.m. PST on Wednesday, February 20, 2019. The White Pine County Clerk’s Office is located at 801 Clark Street, Suite 4, Ely, Nevada 89301, telephone (775) 293-6509 and e-mail address wpclerk@whitepinecountynv.gov.

WHITE PINE COUNTY REQUEST FOR PROPOSAL SUMMARY SHEET

1. Location: City of Ely, White Pine County, Nevada

2. Requested Services: Professional services

3. Type of Submittal Required: Proposal in accordance with written guidelines as described in this RFP.

4. Submission Date: Friday, February 22, 2019

5. Submission Time: No later than 5:00 p.m. PST


7. Number of Submittal Copies: Ten (10), numbered sequentially from one (1) to ten (10) on the upper right-hand corner of the cover. Copies sent by facsimile machines will not be accepted.

8. Submittal Length: The entire submittal should not exceed twenty-four (24) pages in length.

9. Primary Contact:
   White Pine County Clerk’s Office
   801 Clark Street, Suite 4, Ely, Nevada 89301
   Telephone: (775) 293-6509
   E-mail: wpclerk@whitepinecountynv.gov
NOTICE OF REQUEST FOR PROFESSIONAL SERVICES

White Pine County is seeking the services of a qualified firm and/or individuals to provide Public Defender Services and/or Conflict Counsel Services.

If interested in providing these services, guidelines for preparing a submittal are available by email request to wpclerk@whitepinecountynv.gov or on the County’s website at http://www.whitepinecounty.net/Bids.aspx.

RFP deadline 5:00 p.m. PST on Friday, February 22, 2019.

Dated this 30th day of January 2019.
White Pine County
Nichole Baldwin
White Pine County Clerk