



**FRANKLIN COUNTY
PURCHASING DEPARTMENT
REQUEST FOR PROPOSALS (RFP) COVER PAGE**

RFP NO: 2020-18

TITLE: Treatment Court Criminal Defense Attorney Services

Solicitation Schedule & Deadlines:

February 19, 2020	Solicitation Release Date
March 4, 2020 2:00PM	Deadline for Submitting Questions
March 6, 2020 4:30PM	Deadline to post Addendum
March 19, 2020 2:00PM	Deadline to Submit Response

Responses must be received no later than "Deadline to Submit Response"

March 19, 2020 2:00PM

Ann Struttmann, Purchasing Director

Shakara Bray, Assistant Purchasing Agent

Phone: 636-584-6274 Email: purchasing@franklinmo.net

Submittal Instructions: Print this Packet in its entirety and complete all pages per instructions. Print the SEALED RESPONSE LABEL found in Attachment 1 of this packet and attach to the front of your envelope.

PURPOSE/BACKGROUND

The County of Franklin, Missouri invites interested and well-qualified individual attorneys and law firms to submit written proposals to provide services as a member of the Criminal Defense Bar in the Franklin county Treatment Court.

SCOPE OF SERVICES

Section 478.001 RSMo. Authorizes the establishment of a Treatment Court. The Treatment Court team is required to include either the public defender or a member of the Criminal Defense Bar. The services that are the subject of this Request for Proposals (RFP) require the attorney to be a member of the Criminal Defense Bar. Proposers may be individuals, or law firms. The contracted services are intended to begin on April 1, 2020.

The Treatment Court is a division of the Circuit Court established pursuant to Sections 478.001 to 478-009 RSMo. To provide an alternative for the judicial system to dispose of cases which stem from, or are otherwise impacted by, substance use. The Treatment Court division may include, but not be limited to, cases assigned to an adult treatment court, DWI court, family treatment court, juvenile treatment court, veterans treatment court, or any combination thereof. The Treatment Court shall combine judicial supervision, drug or alcohol testing, and treatment of participants. Upon successful completion of the Treatment Court program, the charges, or penalty against a Treatment Court participant may be dismissed, reduced or modified, unless otherwise stated.

Additional information:

DWI and Drug Court have a combined caseload of approximately 50 participants currently. The defense attorney ensures participants constitutional rights are protected and advocates for participants stated legal interests. Although the defense representative does not have an attorney/client relationship with an individual participant, he or she shall help insure the treatment courts focus is therapeutic rather than punitive and point out mitigating factors at staffing and suggest potential sanctions other than incarceration.

Awarded attorney would become a permanent voting member of the treatment court team, expected to attend all treatment court required team meetings in addition to any training and or professional conferences permitted by approval annual budget.

MINIMUM QUALIFICATIONS

Any attorney proposed to provide prosecution services shall be licensed in the State of Missouri and be actively engaged in the practice of criminal defense.

COMPENSATION

The County and any attorney selected for these services will enter into a professional services agreement which will address compensation. Proposals must clearly set forth the fees or fee structure (e.g., hourly rate, monthly retainer, per-case fee) to be charged for the proposed services.

SELECTION PROCESS

All proposals will be reviewed and screened by the Purchasing Department, County Counselor, County Commission, and Presiding Judge of the Treatment Court. Proposals will be evaluated by considering the proposed attorney's quality of experience, the strength of the approach described in the proposal, and the cost to the County. Finalists will be invited for interviews, after which the County Commission will approve a professional services agreement.

INSTRUCTIONS TO REPLY TO THIS REQUEST FOR PROPOSALS:

To reply to this RFP, please submit a proposal of no more than five pages stating the information described in the "Requested Information" section below.

REQUESTED INFORMATION:

Proposals should include the following information. Proposers may submit additional information as deemed appropriate.

1. The proposer's professional qualifications for providing services, including for each attorney likely to provide services:
 - A. Year of admission to Missouri State Bar, and years of practice. Must be a member in good standing of the Missouri Bar Association. Provide the attorney's Missouri Bar number.
 - B. Years of criminal defense practice.
2. The proposer's understanding of the type and level of services needed;
3. The proposer's intended approach to providing the services;
4. Any pending litigation or judgements rendered against the attorneys proposed to provide services that relate in any manner to the professional activities of the attorney and/or the firm, including any pending complaints filed with the Missouri State Bar Association;
5. The proposed compensation structure for the services; and
6. Contact information for three professional references.

The County reserves the right to reject all proposals, to request additional information concerning any proposal, to accept or negotiate modifications to any proposal, to interview any proposer, and to waive any irregularities in any proposal following the proposal submission deadline date, in order to serve the best interests of the County.

All inquiries about this Request for Proposal, should be directed to:

Franklin County Purchasing Department

636-584-6274

purchasing@franklinmo.net

400 E Locust Street, Ste 004

Union, MO 63084

ATTACHMENT 1

SEALED RFP LABEL

PLEASE ATTACH LABEL TO OUTSIDE OF RFP PACKAGE

SEALED RFP RESPONSE ENCLOSED

DELIVER TO:

Purchasing Department
400 East Locust St, Rm 004
Union, MO 63084

RFP # 2020-18 DATE: 03/19/2020

DESCRIPTION: Treatment Court Criminal Defense Attorney
Services

Vendor Name: _____

Vendor Address: _____