

**REQUEST FOR QUALIFICATIONS ("RFQ")
FOR PUBLIC DEFENSE LEGAL SERVICES
IN PUYALLUP TRIBAL COURT**

I. PURPOSE

The Puyallup Tribe of Indians ("Tribe") is building a qualified contractor pool for public defense legal services in Puyallup Tribal Court. This is a prequalification process, not a contract award. Pool members are eligible for work as it becomes available, including conflict counsel assignments, and depending on fit and need, a primary public defender contract, subject to Tribal Council approval. Pool status does not guarantee a specific volume of work, a primary contract, or employment. Qualifications remain active for 24 months from the date of acceptance. The attorney who contracts with the Tribe is expected to personally perform the work; any subcontracting requires the Tribe's prior approval.

II. SCOPE OF SERVICES

- Representation of clients in criminal proceedings from arraignment through sentencing, including pretrial hearings, motions, and trial
- Representation in child welfare and dependency matters
- Advising clients on their rights and the tribal court process
- Communicating promptly with clients, the Prosecutor's Office, and the court
- Maintaining accurate case records and complying with applicable court rules and professional responsibility obligations

III. QUALIFICATIONS

The ideal candidate will have the following qualifications and experience:

- Be a licensed attorney in good standing with the Washington State Bar Association
- Have experience in criminal defense and dependency proceedings, preferred trial experience
- Be familiar with Puyallup Tribal Court procedures, applicable tribal codes, and Puyallup tribal culture and sensitivity to the Tribe's culture, values, and interests
- Maintain professional liability insurance in an amount acceptable to the Tribe

Tribal court experience is a plus, not a requirement. Attorneys with strong criminal defense or child welfare backgrounds who are new to tribal court practice are encouraged to apply.

IV. HOW TO APPLY

Submit as one PDF to Lois.Boome@PuyallupTribe-nsn.gov, subject line "Public Defense Proposal." Applications accepted on a rolling basis. Applicant is responsible for confirming receipt; proposal preparation costs are not reimbursed.

1. Name of the attorney who will be responsible for performing the work
2. Resume and three professional references
3. Description of any actual or potential conflicts of interest with the Puyallup Tribe of Indians, its entities, or Puyallup Tribal Court
4. Description of any ethics proceedings, including disposition, involving you or your firm during the last five years

V. COMPENSATION

Reference point: approximately \$15,000 for full-capacity engagements; open to discussing structure based on experience. Conflict counsel assignments may be structured differently depending on the volume and nature of the work. All additional expenses must be clearly identified in your proposal.

A primary contract selection is presented to Tribal Council for approval before execution; the Tribe may negotiate with the next highest scoring applicant if a selected applicant's negotiation does not result in a contract.

VI. RESERVATION OF RIGHTS

This RFQ does not obligate the Tribe to award any contract. The Tribe reserves the right to accept or reject any proposal, staff public defense services through direct employment rather than contract, modify or cancel this RFQ at any time, and remove attorneys from the pool based on performance, conflicts, bar status changes, or other program needs. Pool status does not create any right to work or compensation.