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LOI 2021-759: PUBLIC DEFENDER SERVICES
AZTEC MUNICIPAL COURT

Issued: August 19, 2020
Closes: September 10, 2020, 2:00 PM MDT

The City of Aztec is accepting letters of interest for Public Defender services in the Municipal Court. After several years of providing service to the Aztec Municipal Court, Adam Bell has submitted his resignation effective September 30, 2020.

In addition to public defender services, the Court may assign representation of defendants accused of violating probation. In November 2019, the City entered into an agreement with H. Steven Murphy and Tyson K. Gobble to represent the City and may require the Public Defender to perform special prosecution in cases where the city attorney is unable due to conflict of interest.

Currently, cases assigned for public defender and special prosecutor are billed a flat rate of \$350.00 + tax per case with an average of 18 to 20 cases per year. On cases of probation violations, the current flat rate is \$175.00 + tax with an average of 12 to 15 per year. Attorney hearings are, at this time, scheduled two to three days a month normally at 10:00 am on Thursdays.

The City of Aztec will accept letters of interest from qualified attorneys until September 10, 2020, 2:00 PM MDT. The letter should include a brief biography including academic and professional experience, current licensing and professional associations, a brief history of criminal law experience, three references, and cost proposal for public defender services as defined above. Letters of interest should reference LOI 2021-759 Public Defender Services and be submitted to: Kathy Lamb, Finance Director, 201 W. Chaco St. Aztec, NM 87410 or email to klamb@aztecnm.gov

Questions may be submitted to klamb@aztecnm.gov until Tuesday, September 1, 2020, 10:00 AM. Responses will be posted to the City's website <http://www.aztecnm.gov/purchasing.html> by September 3, 2020, 10:00 AM.

Selection criteria will include criminal law experience, references and cost proposal. The City reserves the right to conduct reference checks and determine if interviews will be conducted. Selection will be determined by Judge Carlton Gray and City Manager Steve Mueller. It is anticipated this service will be considered a small purchase and issued a direct purchase order to the selected attorney.