

**SERIAL 04021 ROQ ADULT CRIMINAL APPELLATE/PCR ATTORNEY SERVICES –  
OPDS**

**DATE OF LAST REVISION: February 24, 2009      CONTRACT END DATE: June 30, 2010**

**AMENDMENT #1 – (DTD 1/24/07) Consists of revisions to the language found in sections I, II, and III. New language is reflected in bold characters and deleted language is reflected as strike-through  
Effective date for AMENDMENT #1 is JULY 1, 2007.**

**JUNE 30, 2010**  
**CONTRACT PERIOD THROUGH ~~JUNE 30, 2007~~**

**TO:                    All Departments**

**FROM:                Department of Materials Management**

**SUBJECT:            Contract for **ADULT CRIMINAL APPELLATE/PCR ATTORNEY SERVICES –  
OPDS****

Attached to this letter is published an effective purchasing contract for products and/or services to be supplied to Maricopa County activities as awarded by Maricopa County on **JUNE 16, 2004**.

All purchases of products and/or services listed on the attached pages of this letter are to be obtained from the vendor holding the contract. Individuals are responsible to the vendor for purchases made outside of contracts. The contract period is indicated above.

---

Wes Baysinger, Director  
Materials Management

SF/bg  
Attach

Copy to:            Materials Management  
**Sheri Hill, Office of Public Defenders Services**

(Please remove Serial 02021-ROQ from your contract notebooks)

**VENDORS MUST ACKNOWLEDGE RECEIPT OF THIS AMENDMENT:**

**SIGNATURE ON FILE**

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

SECTION I  
GENERAL PROVISIONS1. **DEFINITIONS**

As used throughout the Contract, these terms shall have the following meanings unless the context requires otherwise:

- A. Board of Supervisors means Maricopa County Board of Supervisors.
- B. Billable Time means time spent for the benefit of the Client which substantially advances the case toward conclusion. Billable time may include court time, legal research, interviews of the Client and witnesses, and other work required to ~~be done to~~ effectively represent the Client. Billable time does not include, for example, the following:
  - 1. non-substantive motions such as motions to continue, motions to withdraw or time spent reviewing a file prior to moving to withdraw;
  - 2. support services or overhead items that are compensated through Contractor's Contract Rate including such things as secretarial services, typing, leaving messages, **transmitting documents by facsimile**, mailing letters and photo copying; or
  - 3. activity that does not substantially advance the Client's case such as waiting for meetings, unanswered telephone calls, leaving a message, or setting up a meeting or conference.
- C. Client means a person who receives services from Contractor pursuant to an assignment by OCC.
- D. Contract means this document and all attachments hereto.
- E. Contract Administrator means the agent designated by the County Administrative Officer to develop, administer and monitor the contracts for OCC.
- F. Contractor means the person listed on the Cover Page of the Contract.
- G. County means Maricopa County and is synonymous with OCC.
- H. Credit is one assignment **entitling** Contractor to the base compensation ~~required by the base compensation~~ as provided in Section III (Compensation) of the Contract.
- I. Extraordinary compensation means the calculation of additional compensation beyond that provided by contract. Extraordinary compensation must be negotiated between the Contract Administrator and the Contractor, in writing, based on the facts of the individual case and Contractor's overall compensation under the entire contract.
- J. Fiscal Year is ~~conterminous~~ **concurrent** with the County's fiscal year and which is comprised of the 12 consecutive months from July 1 to June 30.
- K. OCC means the Office of Contract Counsel and is synonymous with Maricopa County.
- L. Parties or Party mean OCC, the County and Contractor as the context requires.

- M. Reimbursable Expenses means expenses which are (1) reasonable and necessary; (2) for the legal representation of a Client; and (3) approved in advance by the Contract Administrator. Reimbursable expenses do not include (1) items that are compensated through billable time; (2) secretarial expenses; (3) travel within Maricopa County; (4) expenses for stationery, postage, envelopes, transmission by facsimile, parking and supplies; (5) fees for the issuance of subpoenas **or for copies of documents** charged by the Clerk of the Court; or (6) other items that are an ordinary cost of doing business, including, but not limited to, the transcription of interviews conducted by the Contractor or any other person.
- N. Representation means the services that Contractor provides to a Client in a specific legal matter.
- O. Trial means participation in a court hearing at which jeopardy (**preclusion**) has attached, witnesses are sworn, and testimony is taken. A trial day is ~~3.5~~**5.0** or more hours of **actual** trial time; a half-day is less than ~~3.5~~**5.0** hours.

**2. TERM**

The Contract begins on July 1, 2004 (the "Commencement Date") and expires on June 30, 2007, unless extended, amended or terminated consistent with the provisions of the Contract.

**3. RIGHT TO EXTEND CONTRACT**

The County may, at its option and with the approval of Contractor, extend the term of the Contract up to a maximum of 3 additional one-year periods. Contractor shall be notified in writing by OCC of the County's intention to extend the contract period at least 30 calendar days prior to the expiration of the original contract period. Nothing herein shall be construed to guarantee that the County will subsequently extend or award a Contract.

**4. DEFAULT, SUSPENSION AND TERMINATION**

- A. The Contract Administrator may suspend, modify or terminate the Contract upon Contractor's failure to perform or upon the occurrence of an event that may cause or result in Contractor's failure to perform any requirement of the Contract. Failure of performance shall include failure by Contractor to fulfill the reporting requirements of the Contract. Additionally, Contractor's contract may be terminated due to economic events that may have an adverse effect on the Office of Contract Counsel's budget **or material change in circumstances including, but not limited to, reduction in the number of cases to be assigned at a given location of the Maricopa County Superior Court or any of its lower courts.** ~~Termination will be based on the applicant's score and the court facility that is showing the greatest impact.~~
- B. The County may terminate the Contract as follows:
  - 1. No Cause: Upon thirty (30) days written notice to Contractor.
  - 2. For Cause: Immediately upon written notice to Contractor.
- C. Contractor may terminate this contract upon 30 days written notice to the Contract Administrator. Contractor's termination of a contract(s) does not terminate Contractor's duty to continue representing those cases/persons assigned to Contractor prior to the effective date of termination. See paragraph 6(D) below.

5. **NON-EXCLUSIVE STATUS**

OCC may ~~contract provide~~ for the same or similar professional services through persons ~~or firms~~ other than Contractor. **This provision applies to OCC only and does not confer upon any Contractor permission to substitute performance in any way without the express written consent of OCC.**

6. **CONTRACTOR'S RESPONSIBILITIES**

- A. Effective Representation. Contractor shall ~~provide~~ **effectively represent the Client including:** ~~legal representation of the Client including, but not limited to, the following:~~
1. contacting **and conferring with** the Client concerning the representation within a **maximum of 48 hours of Contractor's** notice of appointment;
  2. maintaining reasonable contact with the Client until the representation is terminated;
  3. using reasonable diligence in notifying the Client of necessary court appearances including any court action that arises out of the Client's non-appearance; and
  4. conducting such interviews and investigation as are appropriate; and
  5. appearing in court on time at whatever time the court designates.
- B. Accept Assignments. Contractor shall accept all assignments made by the Contract Administrator unless Contractor is not ethically permitted to accept the Representation under the ~~Arizona~~ Rules of Professional Conduct.
- C. Replacement Representation. In the event Contractor becomes unable to complete an assignment and is allowed to withdraw, Contractor immediately shall report the circumstances to OCC so that OCC may appoint replacement counsel. OCC may require Contractor to account for the time Contractor has actually expended and to return any payment for the representation where appropriate.
- D. Continuing Representation. Contractor has a continuing duty to represent Clients until the court has terminated the representation. Termination of a contract(s) by either the County or the Contractor does not terminate Contractor's duty to provide services in those cases assigned prior to the effective date of termination. The County will not compensate Contractor for services rendered after termination or expiration of the Contract absent extraordinary circumstances.
- E. Removal for Failure of Performance. In the event a Court removes Contractor from representation due to any failure of performance relating to the representation, Contractor shall reimburse the County for any payment made to Contractor relating to the representation and provide a written explanation of the failure of performance.
- F. Determination of Indigence. Contractor shall notify the court and request a re-determination of the Client's indigence if reasonable grounds exist to believe that a Client is not indigent. In the event the court permits Contractor to withdraw from the representation, Contractor may not represent the Client for a fee arising out of that representation without prior written approval of the Contract Administrator. In the event the court permits Contractor to withdraw from the representation, Contractor shall notify OCC of ~~that ruling~~ the determination that the client is not indigent.

- G. No Additional Compensation. Contractor may not solicit or accept private or additional compensation of any kind, including attorneys' fees ~~or damages~~, in any matter that relates to or arises out of a pending assignment or representation other than compensation as specified in the Contract.
- H. Records and Reports. Contractor shall create and keep detailed and accurate case logs, final disposition records and time sheets relating to the representation. Contractor will report on a timely basis data and statistics periodically to the Contract Administrator in the manner prescribed by OCC. Failure to submit case logs, final disposition records and time sheets in the time and manner specified by OCC will result in withholding compensation until the contractor is in compliance. Contractor shall make available for inspection and copying by the County all records and accounts relating to the work performed or the services provided under the Contract except any document that is privileged as an attorney-client communication. Contractor shall safeguard confidential and privileged information in accordance with all applicable laws, rules, and regulations. See Section I, Part 6, subsection T.
- I. Cooperation. Contractor shall assist the County in monitoring Contractor's performance of the Contract. Contractor shall cooperate with other OCC Contractors and staff and shall carefully plan in order to perform duties under this contract timely and effectively. Contractor shall not commit or permit any act that will interfere with the performance of work by the Contract Administrator, any **other** Contract Attorney or their staffs. Contractor shall notify OCC if any non-contract counsel enters an appearance on behalf of a criminal defendant or a Knapp v. Hardy or other basis.
- J. Vacation Days. Contractor may designate 10 **business** days during the term ("Vacation Days") for which no appointments will be accepted provided, however, that the last 10 days of the contract term may not be designated as Vacation Days unless Contractor has received the total number of assignments authorized pursuant to the Contract. Contractor shall facilitate the orderly scheduling of cases by notifying OCC, in writing, at least 14 days prior to invoking this provision.
- K. Substitute Performance. This is a personal services contract between Contractor and the County. Contractor may substitute performance only 1.) through a conflict-free Contract Attorney; and 2.) with ~~the~~ **prior** written consent of the Contract Administrator. No previous substitute performance agreements are recognized or accepted by OCC simply because a previous Contract Administrator gave verbal or written consent to such agreements. Any previous consent to such agreements is revoked. Contractor shall provide a substitute performance only in the event Contractor is ill, on approved vacation, or otherwise **physically** unable to appear at any court proceeding. Notwithstanding the foregoing, Contractor shall remain primarily responsible for the performance of the Contract. **Similarly, because this is a personal services contract, Contractor is expected to personally attend each and every court or court-related proceeding. Any process or procedure, formal or informal, for the "coverage" of court appearances or court-related proceedings by other Contractors, other lawyers employed by Maricopa County, or any other persons will not be recognized or accepted by OCC.**

- L. Requests for Expenditures. Contractor shall submit for approval by the Contract Administrator all requests for payment of expert witness fees, travel expenses, publication of legal notices, **investigators, mitigation specialists in capital cases only** ~~social workers~~, service of process ~~(other than local service)~~, court transcript fees and other **reasonable and necessary** expenditures. Contractor may not incur any expense for the account of the County without prior approval of the Contract Administrator. Failure to obtain prior approval will result in non-payment for the expenditure and the debt shall become the personal responsibility of the Contractor. A copy of the approval must be given to the approved experts, transcriptionist, investigators, newspapers etc. for their billing purposes prior to the commencement of their work. If an approved expert, transcriptionist, investigator or other **approved supplier of goods or services** ~~person~~ exceeds the OCC approved amount for the expenditure, OCC is not obligated to pay any such overage and it becomes the personal responsibility of the Contractor. When billing for reimbursement, receipts for all expenses must be included ~~attached~~. All expenses must be approved by OCC prior to ~~the inception of the expense to being incurred~~. **Bills for expenses incurred prior to approval by OCC will not be honored or ratified.**

OCC will not reimburse Contractor for office supplies, secretarial or other staff services, transcripts of witness interviews or any other type of expense that involves the general cost of doing business including, but not limited to, long- distance telephone calls, unless approved in advance by the Contract Administrator as an extraordinary expense.

- M. Investigators. Contractor shall submit for approval by the Contract Administrator any request for appointment of an investigator. OCC will appoint an investigator from a group of contracted investigators and specify ~~approve a specific~~ a maximum number of billable hours to be expended by the investigator on the case. Contractors no longer have the ability to designate which investigator he/she may want. Any such designation will be done by OCC. Contractor will be responsible for reviewing and certifying the investigator's billings prior to payment by OCC.

Additionally, conducting witness interviews arranged by the prosecution is not the responsibility of the investigator. Conducting these interviews is the responsibility of the assigned lawyer unless the lawyer cannot be present due to illness or other unforeseen emergency. Then, and only then, will investigators be permitted to bill for the time spent conducting this type of interview.

- N. Mitigation Specialists. **In capital cases only**, Contractors may submit for preliminary approval by the Contract Administrator any request for appointment of a mitigation specialist. If the nominated mitigation specialist appears to be available to perform the requested work in a timely basis, Contractor will request that the assigned trial judge make the appointment. Only upon the approval of the trial judge will the mitigation specialist be authorized to initiate work on the case. In the event that the mitigation specialist should need additional hours, the Contractor is then responsible for filing a request with OCC which will then forward the request to the court for approval. Failure to obtain prior approval **for the work of a mitigation specialist** will result in non-payment and the debt shall become the personal responsibility of the Contractor. A copy of the trial court's order of appointment must be given to the appointed mitigation specialist ~~prior to the commencement of any work either at the outset of, or during, an appointment at the earliest possible date.~~

- O. Appointment of Interpreters. ~~Court~~ Interpreters **from Maricopa County's Office of Court Interpreters will shall** be used for non-English-speaking clients as ~~reasonable and~~ necessary for all court proceedings and out-of-court matters.
- P. Requests for Court Authorization. Any request made of any Court for any order directing any action or payment by OCC or Maricopa County must be served upon the Contract Administrator in compliance with the Rules of Civil Procedure regarding **service and giving** notice of motions. See also see Section I, Part 6, subsection S.
- Q. Compliance with Law. Contractor will comply with all laws, including rules and regulations of all governmental accrediting and regulatory authorities, including the State of Arizona, relating to the licensure and regulation of attorneys. In the event the Contractor is suspended by the Arizona State Bar, on an interim or other basis, Contractor must notify OCC of this suspension so that appointment of cases may be stopped. Failure to comply with such notice will result in termination of Contractor's contract(s).
- R. Technological Equipment. Contractor must possess the following equipment to meet the needs of OCC appointment protocol: ~~effective July 1<sup>st</sup>:~~
1. Desktop ~~computer operating system~~ or laptop computer,
  2. Microsoft Office Suite ~~Windows~~-Software and Adobe Reader;
  3. E-mail address; and
  4. Pager and/or cell phone.
- S. Court Orders for additional compensation. In the event that a Contractor files a motion with any Court for additional compensation **or any expenditure in addition to that provided for under the terms of the contract,** ~~that otherwise would not be covered under the contract,~~ Contractor must timely serve a copy of the motion upon OCC. Failure to give OCC notice of a motion for additional compensation **or expenditure** on a timely basis will result in either suspension or termination of the contract.
- T. Monthly Case Logs. All **case** logs must be returned via ~~Internet~~ e-mail to OCC by the date designated by ~~the department~~ OCC. This includes all changes to case dispositions, hours-to-date and possible credits. Failure to submit case logs by the designated date will result in the withholding of Contractor's monthly contract payment or other payments made by the department on a case-by-case basis until such documentation is provided.
- U. Reporting and Billing periods. Any case reported to OCC **for the first time** that is six (6) months old or older from the date of appointment will not be compensated by OCC. In addition, no service rendered by Contractor that is six (6) months old or older will be paid by OCC. Any such claim must be submitted to the ~~Office of County Counsel~~ Maricopa County Board of Supervisors.
- V. Attorney Complaints. Any complaint made about a Contractor will be forwarded to Contractor with a request for a response to the complaint. The Contractor must respond to the complaint in writing within 10 days and submit a copy of Contractor's response ~~thereof~~ to OCC.

7. **AVAILABILITY OF FUNDS**

Contractor and the County acknowledge that the continuation of any contract after the close of the County's fiscal year, (on June 30 of each year), is contingent upon the approval of a County budget that identifies such contract as an authorized expenditure. The County does not represent that any budget item will be actually adopted. The approval of such expenditures is the exclusive province of the Maricopa County Board of Supervisors at the time of the adoption of the budget.

8. **INDEPENDENT CONTRACTOR**

- A. Contractor's relationship to the County is that of ~~shall be as~~ an independent Contractor and not as an employee.
- B. This contract does not constitute, create, give rise to or otherwise recognize a joint venture, partnership, or employment relationship. The rights and obligations of the Parties shall be only those expressly set forth in the Contract.
- C. No persons **or services utilized** ~~supplied~~ by Contractor in the performance of obligations under the Contract are considered to be County employees, and no rights of County civil service, retirement or personnel rules accrue to such persons. Contractor shall have complete responsibility for all salaries, wages, bonuses, retirement withholdings, worker's compensation, and other employee benefits and all taxes and premiums relating to such persons, and shall defend indemnify and ~~save and~~ hold the County harmless ~~with respect to these responsibilities in the event of a claim for one or more of them is brought against Maricopa County~~ for any and all claims, suits, liability and damages which the County may incur because of Contractor's failure to pay such taxes or obligations.

9. **RIGHTS IN DATA**

The County shall have the use of data and reports resulting from the Contract without cost or other restriction. The County shall have complete discretion to create or prepare reports or compilations of data relating to the Contract. The data and reports or compilations of data are public records under Arizona law.

10. **MALPRACTICE INSURANCE**

- A. Contractor will provide to the Contract Administrator a declarations page for a current certificate of insurance for errors and omissions (professional malpractice) coverage in an amount not less than 250,000/\$500,000. Errors and omissions coverage ~~insurance~~ must remain in force during the entire term of the Contract. In the event Contractor's insurance is terminated or suspended, Contractor shall immediately **give written notice to** ~~notify~~ the Contract Administrator. Failure to provide proof of errors and omissions coverage during any period of the contract shall result in its **immediate termination for cause**. Proof of errors and omissions coverage is due on the first day of the second month of the effective date of the contract.
- B. Contractor shall not be entitled to **liability** coverage or costs of defense from County or its Self-Insurance Trust from liability or **any** other claims arising from Contractor's performance under the Contract.
- C. Contractor agrees to **defend indemnify** the County and hold it harmless from any claim that may arise from Contractor's performance of the Contract.

11. **AMENDMENTS**

All amendments to the Contract must be in writing, signed by both Parties, and approved by the Maricopa County Board of Supervisors. In the event Contractor becomes temporarily unable to perform the Contract, the Contract Administrator and Contractor shall make reasonable efforts to temporarily suspend payment under the Contract.

12. **STRICT COMPLIANCE**

Acceptance by OCC of a performance that is not in strict compliance with the terms of the Contract shall not be deemed to be a waiver of any term **or an acceptance of anything less than including** strict compliance with all other terms.

13. **LAWS, RULES AND REGULATIONS**

Performance under the Contract shall be accomplished in conformity with all applicable laws, ordinances, rules, regulations, and zoning restrictions.

14. **NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY**

Contractor in the performance of the Contract will not discriminate against any person based on race, religion, sex, national origin, or disability.

15. **RETENTION AND ADEQUACY OF RECORDS**

Contractor agrees to retain all books, records, and other documents relevant to the Contract for six (6) years after final payment or until after the resolution of any audit questions, whichever is longer. County auditors, ~~State or Federal auditors~~ and any other persons duly authorized by the County shall have full access to, and the right to examine, copy and make use of all such materials.

OCC will not pay for costs associated with the storage of any records or files **created for, pertaining to** ~~relative to~~, or arising from, this contract.

16. **AUDIT AND AUDIT DISALLOWANCES**

Contractor shall reimburse the County for any service or expenditure that is not sufficiently documented in Contractor's books, records and other documents. In the event the County disallows any payment or request for payment pursuant to this section, OCC shall notify Contractor in writing of the disallowance and the required course of action relating to the disallowance. OCC may recover from Contractor any sums due through an action at law or as a setoff or counterclaim.

17. **DISPUTES**

Except as otherwise provided by law, any dispute arising under the Contract shall be processed according to the procedure identified in the **relevant section(s) of the** Maricopa County Procurement Code, ~~Section MC1-906~~.

18. **WAIVER OF CLAIMS**

- A. Contractor accepts the compensation provided in the Contract in lieu of any other claim, demand, request or compensation for the services that Contractor provides pursuant to the Contract.
- B. Contractor's obligations under this section, including the duty of continuing representation, shall survive the termination or expiration of the Contract.

- C. Any dispute concerning the reasonableness or adequacy of the compensation under the Contract shall be resolved by reference to the value of the Contract as a whole and not by reference to a single case or to a portion of the cases that Contractor has performed under the Contract. The value of the Contract as a whole shall be determined by reference to the following factors:
1. County's average cost per case for all the services provided by Contractor under the Contract compared to the County's average cost per case for the same services performed by the Public Defender, Legal Defender, Legal Advocate, and other Contract Attorneys;
  2. County's average cost per hour of services provided by Contractor under the Contract, compared to the County's average cost per hour for the same services performed by the Public Defender, Legal Defender, Legal Advocate and, other Contract Attorneys; and
  3. Contractor's average hours per case, compared to the average hours per case for the same services performed by the Public Defender, Legal Defender, Legal Advocate and, other Contract Attorneys.
- D. This section is not severable, in whole or in part, from any other provision of the Contract. In the event any portion of the Contract is **found** ~~construed as~~ to be invalid or unenforceable, the Contract may be terminated in the sole discretion of the Contract Administrator.

**19. GOVERNING LAWS**

The Contract shall be governed and construed in accordance with the laws of Arizona. Any action to enforce or interpret the Contract shall be litigated in the Maricopa County Superior Court only after the exhaustion of administrative remedies.

**20. FURTHER ASSURANCES AND CORRECTIVE INSTRUMENTS**

The Parties will, from time to time, execute, acknowledge and deliver, or cause to be executed, acknowledged and delivered, any corrective instruments as may be reasonably necessary to carry out the intent of the Contract.

**21. COMPLIANCE WITH APPLICABLE LAWS**

The Parties shall use reasonable efforts to comply with all applicable federal and state laws, rules and regulations.

**22. NOTICE**

All notices, demands and other communications to be given or delivered pursuant to the Contract shall be in writing, and shall be deemed delivered upon the following:

- A. personal delivery;
- B. one (1) business day from the transmission by telecopier; or
- C. **five (5)** ~~three (3)~~ business days from deposit in the United States mail, registered mail or certified mail, return receipt requested, with postage prepaid to the Notice Address or to the last known address of the Party who is to be given notice.

**23. RULES OF CONSTRUCTION**

- A. Incorporation of Definitions, Recitals and Exhibits. The Parties acknowledge the accuracy of the definitions and recitals set forth in the Contract. All exhibits to the Contract are incorporated into the Contract as if set out verbatim.

- B. Merger. All prior and contemporaneous contracts, agreements, statements and understandings with respect to the subject matter of the Contract, if any, among the Parties, or their agents, are merged into the Contract, and the Contract shall constitute the entire agreement among the Parties.
- C. Successors. The Contract shall be binding upon and inure to the benefit of, and shall be enforceable by, the successors, assignees and transferees of the Parties.
- D. Third Party Beneficiaries; No Rights Conferred on Others. Any person who is entitled to indemnity 1.) by the terms of the Contract or 2.) by operation of law, is a third party beneficiary of the Contract to the extent only that such status is necessary to fulfill or enforce the indemnification.
- E. Severability; Blue Pencil. Each provision of the Contract shall be construed to preserve its validity and enforceability to the extent possible. If any provision of the Contract is declared void, invalid or unenforceable, the Party who would have enforced the provision may elect whether the provision shall be 1.) modified to the extent necessary to make it valid and enforceable or 2.) excluded from the Contract.
- F. Remedies Cumulative. Any remedy in the Contract is cumulative and is not exclusive of any other remedy, and does it limit any other legal or equitable remedy that may be available to any Party.

**24. MISCELLANEOUS**

- A. Process Server. Currently, OCC has purchase agreements with E-Z Messenger and Frontier Attorney Services. Once you have a subpoena issued by the Clerk of the Court, contractor may give it directly to one of the firms for service without pre-approval by OCC. You must, however, use the appropriate form so that these firms know to invoice OCC and not you. **All expenditures for service of process must be approved by OCC prior to incurring any such expense. In the event that Contractor does not request and receive OCC's approval before incurring such an expense, Contractor shall be personally responsible for payment of the process server's service invoice.**
- B. Court Reporters  

Only appellate and post-conviction relief transcripts are paid directly by OCC. Any other use of court reporters or transcriptionists must be approved beforehand by a Request for Expenditure of Funds. It is the Contractor's responsibility to deliver the approval to the appropriate vendor. As a general rule, when you request transcripts during a trial (to impeach a witness, etc.), you should make it clear to the court reporter that you alone are requesting a transcript of the testimony and that OCC will pay \$2.50 per page for the original only and an additional \$0.30 per page for one copy. If a motion for a new trial is granted, the County Attorney and all defense counsel should share the cost of the transcript of original trial. OCC encourages you to bring this provision to the court's attention **should the parties disagree about sharing the costs**. RUSH (delivery within 5 days) and EXPEDITED (delivery within 10 days) transcription requests are strongly discouraged **and likely to be rejected absent unforeseen exigent circumstances**. OCC requires that Contractor justify such requests with an explanation as to why this additional expense was unavoidable. If the necessity for rush or expedited charges is the result of delay on Contractors part, Contractor will be required to pay any charges beyond the reporter's standard page rate.

C. Audio and Video Tape Transcription

Currently, the only approved contract vendor for audio and video tape transcription is Copperstate Court Reporters. It is the responsibility of each Contractor to deliver the tapes in time to take advantage of the Regular delivery rate (\$2.50/page) of 20 calendar days. The Expedited delivery rate (\$2.75/page) of 10 calendar days and the Rush delivery rate (\$5.00/page) of 1 day will not be approved absent extraordinary circumstances.

D. Travel

All travel for contractors, witnesses or expert witnesses must be pre-approved and scheduled through OCC. If a car rental is necessary, OCC will ask that Contractor supply OCC with Contractor credit card information so that a vehicle may be reserved for Contractor. OCC will work with contractor to make these arrangements.

E. Identification Badges

Identification badges are available to Contract Counsel at no charge. Please contact OCC at (602) 506-7228 to obtain an identification badge.

F. Change of Address/Firm

Please advise OCC promptly in writing of any changes to telephone numbers, e-mail addresses and business addresses. If Contractor's business changes its name, i.e., if you form a new P.C., etc., please remember that this change will modify the contract Contractor has with the Board of Supervisors. OCC asks that you notify OCC in writing.

G. Weapons policy

No weapons, loaded or unloaded, props or real, are to be brought into the courthouse buildings. There are security lockers for storage of these items in the court buildings. If you have questions regarding this policy, call Court Administration at (602) 506-3070.

H. Contractor Residential and Business Locations

Due to the nature of our business, OCC cannot contract with an individual who resides or whose business location is outside of Maricopa County.

I. Multiple Contract Awards.

**During this contract period, re-solicitation efforts (subsequent award(s), if requirements demand such, contracts will be awarded, and contractors may hold only "like category" contracts, as defined by OCC (listed below) in the following categories:**

1. **Juvenile Delinquency and Juvenile Drug Court;**
2. **Juvenile Appeals and Adult Appeals/PCR;**
3. **Probate, Mental Health and Adult Special Advocacy;**
4. **Juvenile Dependency;**
5. **Juvenile Special Advocacy; and**
6. **Adult Felony and Homicide/Major Felony.**

The contract applications include a cover sheet for applicants to rank their preferences for each of the contract categories and location. Applicants may apply for more than one category of contract and more than one location, but no applicant is guaranteed an award of any, one, or multiple contract categories or a preferred location. If an applicant does not wish to be considered for one or more category of contract, the applicant shall clearly designate that category or those categories with "n/a." In the event that the contractor award(s) are in conflict with the OCC defined "like categories", as listed above, the contractor will be notified of such conflict, and the Contractor, in turn, shall advise OCC, in writing, of the contract they wish to terminate.

**J. Adult and Juvenile Contracts.**

Effective this contract period, re-solicitation efforts (subsequent award(s), contractors shall no longer be awarded both adult and juvenile contracts with the exception of the appeals contracts.

**K. Appointments.**

1. **Bench Appointments:** Any and all appointments made from the bench without the consent of OCC will result in non-payment for the case.
2. **Non-contract appointments:** Appointments made to counsel who have not been awarded contracts by the Maricopa County Board of Supervisors will result in non-payment for the case.

**L. Billing for Time.**

1. All Contractor invoices submitted for payment **must** contain an itemized statement of hours describing in detail in **chronological** order the following:  
  

<u>Date</u>	<u>Description of Event</u>	<u>Time (in tenths of an hour)</u>
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2. This is a contract between Maricopa County and Contractor. Time for the services of secretaries, paralegals, legal assistants, caseworkers, or any other non-contract person will not be considered when considering hours worked by a Contractor on a case.

**M. Total Open Caseload.**

1. All Adult Contractors who hold the following contracts are subject to a combined open/pending maximum caseload for all past and present contracts regardless of contract type of 100 OCC-assigned cases (determined by primary case numbers):
  - A. Adult Felony;
  - B. Appeals/PCR;
  - C. Homicide/Major Felony;
  - D. Mental Health;
  - E. Probate; and
  - F. Adult Special Advocacy

2. All Juvenile Contractors who hold the following contracts are subject to a combined open/pending maximum caseload for all past and present contracts regardless of contract types of 260 OCC-assigned cases (determined by primary case numbers):
  - A. Juvenile Appeals;
  - B. Juvenile Delinquency;
  - C. Juvenile Dependency;
  - D. Juvenile Drug Court; and
  - E. Juvenile Special Advocacy.
3. In the event that Contractor's caseload exceeds the applicable threshold, Contractor will be locked in OCC's case management system to prevent future appointments until Contractor's assigned cases fall below the applicable threshold.

**N. Office of Contract Counsel's Policies and Procedures.**

Throughout the contract period, OCC reserves the right to implement new administrative policies and procedures in response to the demands of the Superior Court, its lower courts, the Materials Management Department of Maricopa County, the Department of Finance of Maricopa County, and the Board of Supervisors of Maricopa County. Any new or amended policies and procedures will be updated on OCC's Web site at: [www.maricopa.gov/contractcounsel](http://www.maricopa.gov/contractcounsel).

SECTION II  
WORK STATEMENT

1. **EFFECT**

This Work Statement shall control should there be any conflict with the General Provisions or Consideration sections of this contract.

2. **DUTIES**

In addition to the duties specified in Section I (General Provisions), Contractor shall provide legal services as assigned in the following proceedings that involve adult criminal appellate and post-conviction relief matters before the Arizona Court of Appeals or the Arizona Supreme Court:

- A. Direct Appeals **in criminal case** proceedings; and
- B. **Petitions for** post-conviction relief **filed** pursuant to Rule 32 of the Arizona Rules of Criminal Procedure.

3. **ASSIGNMENT OF CASES**

OCC will credit Contractor with one credit for each assigned case. See breakdown of payments and credits in Section III Consideration.

**OCC will not pay any additional credit when a direct appeal is dismissed and later reinstated or re-filed for whatever reason(s).**

4. **EXTRAORDINARY CASES**

Contractor may petition the Contract Administrator for additional compensation for any assignment that requires Contractor to expend an extraordinary amount of time. ~~or request that the case be re-designated as a major felony matter.~~ The Contract Administrator may postpone a determination as to the extraordinary nature of the case or the amount of additional compensation until after the Contractor has completed the matter.

SECTION III  
CONSIDERATION

1. **COMPENSATION**

This section specifies the amount of compensation that OCC shall pay Contractor for services provided pursuant to this Contract.

~~C. If Contractor withdraws or is relieved from a case prior to completing twenty hours of work, Contractor will be paid at \$50.00 per hour up to a maximum of \$1,000.00.~~

**B. OCC shall give Contractor credit for representing a client on multiple matters that are not joined for trial or plea subject to the following conditions:**

1. **One credit (1) credit if all matters are ended or resolved in a separate plea.**
2. **One credit (1) for each matter that proceeds to a separate trial.**

C. If the Contractor terminates the contract prior to its expiration, Contractor will be responsible for the completion of all cases assigned to him/her prior to the date of termination at the same rate the Contractor was previously compensated. If any of the clients that the Contractor is assigned to receives additional Appellate/PCR matters after termination of the contract, OCC will assign the new matter to an existing Contractor.

D. This is a three (3) year contract, with the 1<sup>st</sup> year period defined as July 1, 2004 thru June 30, 2005 and the 2<sup>nd</sup> year period defined as July 1, 2005 thru June 30, 2006 and the 3<sup>rd</sup> year period defined as July 1, 2006 thru June 30, 2007.

E. This contract does not guarantee any assignments or compensation.

2. **METHOD OF PAYMENT**

A. The parties shall calculate Contractor's compensation in accordance with the following Schedule of Services and Fees:

1. Appeals at ~~\$1800~~ **\$2000.00** per credit;
2. Post Conviction Relief from Trial at ~~\$2280.00~~ **\$2000.00** per credit;
3. Post Conviction Relief from Plea at ~~\$300.00~~ **\$500.00** per credit; and
4. Capital Appeals at \$20,000.00 per credit.

B. Subject to the availability of funds, OCC will process and remit to the Contractor a warrant for payment on the ~~last day~~ **third Friday** of each month during the term of the contract.

1. The first payment of the contract term will commence in August of each fiscal year.
2. Payment will be based on the number of actual case credits assigned to the Contractor from the previous month, **minus any credit withholdings**. ~~Due to the nature of the new payment protocol, all Contractors logs must be submitted to OCC by the date designated by OCC for monthly payment. Those Contractors who do not submit their logs by the designated date will not be paid until the month following the receipt of the Contractor's logs.~~

3. **TAXES AND BENEFITS**

Contractor assumes sole and exclusive responsibility for payment of any federal and state income taxes, federal social security taxes, unemployment insurance benefits, workman's compensation and other mandatory governmental obligation, if any, and any pension or retirement program. Contractor agrees to indemnify and hold the County harmless for any and all liability, which the County may incur because of Contractor's failure to pay such taxes or obligation including any liability for any such taxes or obligations.



**Application for Indigent Representation**  
**Office of Contract Counsel**  
**Submit Applications to:**  
**Materials Management**  
**320 W. Lincoln St.**  
**Phoenix, AZ. 85003**

Please complete a separate application for each type of contract for which you are applying. This application is for the following contract (check only one):

**JUVENILE CONTRACTS**

- Juvenile Delinquency \_\_\_\_\_  
Indicate SEF/Durango
- Juvenile Dependency \_\_\_\_\_  
Indicate SEF/Durango
- Juvenile Appeals \_\_\_\_\_
- Special Advocacy \_\_\_\_\_  
Includes: DR, CV, CR, PB, JN, FC, etc.
- Juvenile Drug Court \_\_\_\_\_  
Indicate SEF/Durango

**ADULT CONTRACTS**

- Adult Felony \_\_\_\_\_  
Indicate SEF/Downtown
- DUI \_\_\_\_\_
- Homicide
- Adult Appeals/PCR \_\_\_\_\_
- Death Penalty \_\_\_\_\_
- (Probate Only) Quadrant 1 2 3 4 SEE EXHIBIT A**  
Indicate Preferred Quadrant, by circling preference(s).
- Mental Health \_\_\_\_\_

**PREFERENCE:**

- Juvenile Contracts     Adult Contracts

**NOTE:** Please indicate the contract you wish to apply for in the above box by checking the appropriate box. If you wish to rank your order of preference for this contract, please rank it on the line provided next to the contract type. If a preference for a facility is not indicated on application, one may be assigned to you. Additionally, OCC no longer allows contractors hold to both juvenile and adult contracts. Please check one of the above boxes under **Preference** indicating your preference. If a preference is not checked this may result in a non-recommendation for award of contract.

**GENERAL INFORMATION**

Contract Number \_\_\_\_\_  
Located in the upper left corner of contract signature page.

Social Security Number \_\_\_\_\_

Last Name \_\_\_\_\_

First Name \_\_\_\_\_

Business Address \_\_\_\_\_

City \_\_\_\_\_ Zip \_\_\_\_\_

Business Phone \_\_\_\_\_ Fax Number \_\_\_\_\_

Home Phone \_\_\_\_\_ Pager/Cell \_\_\_\_\_  
Mandatory

E-mail Address \_\_\_\_\_  
Mandatory

**GENERAL INSTRUCTIONS**

- Type or print in black ink this application in its entirety.
- Specify Contract Number for which you are applying. (Note: a **separate** application must be submitted for each contract.
- Sign the form; please note that all information given is subject to verification.
- Submit the completed application by the closing date noted on the bid solicitation.
- Retain a copy of this application for your records. Once submitted, copies will not be provided to applicants.

**FILL OUT ACCORDINGLY**

Are you currently employed by Maricopa County/ Superior Courts YES  NO

Have you ever worked for Maricopa County/Superior Courts    YES  NO

Are you currently licensed to practice law in Arizona?    YES  NO  State Bar ID: \_\_\_\_\_

Bar admissions and dates \_\_\_\_\_

Firm Name \_\_\_\_\_ Federal Tax ID No. \_\_\_\_\_

Please list associates and/or partners \_\_\_\_\_

Have you ever been denied admission to the Bar of any state? \_\_\_\_\_

Has a charge of professional misconduct ever been made against you with a state bar in any jurisdiction? If so, provide details, including date and resolution.

List, describe and provide the date of any sanctions imposed upon you by any court for violation for any rule, procedure, or for any other impropriety: \_\_\_\_\_

What other public contracts do you currently hold, or will you seek during this contract period. (If Maricopa County awards you a contract, you will be required to maintain a current statement of other contracts simultaneously held.)

EDUCATION			
College/University	Dates	Type of Degree	Degree Awarded
Law School attended	Dates	Type of Degree	Degree Awarded

List your three most current CLE courses: \_\_\_\_\_

Driver's Licenses, Professional Licenses, Certifications and Registrations			
Type(s)	Lic/Reg. #	Exp. Date	State of Insurance

Skill in languages other than English			
Language(s)	Check elements attained for each language		
		<input type="checkbox"/> Read	<input type="checkbox"/> Write
	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Speak
	<input type="checkbox"/> Read	<input type="checkbox"/> Write	<input type="checkbox"/> Speak

MEMBERSHIP AND ACTIVITIES IN PROFESSIONAL ORGANIZATIONS		
MEMBERSHIP/ORGANIZATION	ACTIVITIES	TOTAL YEARS

**WORK HISTORY**

Please describe chronologically your law practice and experience since your graduation from law school.  
FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION WILL RESULT IN DISQUALIFICATION.

Current/Last Employer \_\_\_\_\_ Kind of Business: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone Number \_\_\_\_\_  
Your job title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
From \_\_\_\_/\_\_\_\_ Full-Time  Part-Time  # of hours worked per week \_\_\_\_\_  
Month Year

**Duties and Responsibilities**

Previous Employer \_\_\_\_\_ Kind of Business: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone Number \_\_\_\_\_  
Your job title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
From \_\_\_\_/\_\_\_\_ Full-Time  Part-Time  # of hours worked per week \_\_\_\_\_  
Month Year

**Duties and Responsibilities**

If needed, attach additional sheets, using the same format as this application.

**WORK HISTORY**

Please describe chronologically your law practice and experience since your graduation from law school.  
FAILURE TO PROVIDE COMPLETE AND ACCURATE INFORMATION WILL RESULT IN DISQUALIFICATION.

Current/Last Employer \_\_\_\_\_ Kind of Business: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone Number \_\_\_\_\_  
Your job title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
From \_\_\_\_/\_\_\_\_ Full-Time  Part-Time  # of hours worked per week \_\_\_\_\_  
Month Year

**Duties and Responsibilities**

Previous Employer \_\_\_\_\_ Kind of Business: \_\_\_\_\_  
Address: \_\_\_\_\_ Phone Number \_\_\_\_\_  
Your job title \_\_\_\_\_ Supervisor's Name \_\_\_\_\_  
From \_\_\_\_/\_\_\_\_ Full-Time  Part-Time  # of hours worked per week \_\_\_\_\_  
Month Year

**Duties and Responsibilities**

If needed, attach additional sheets, using the same format as this application.

Describe the nature of your law practice and any specialties in which you have been certified by the Arizona State Bar: \_\_\_\_\_.

- a. What percentage of your practice consists of litigation in:  
Civil \_\_\_\_\_ Criminal/Delinquency \_\_\_\_\_ Probate \_\_\_\_\_ Mental Health \_\_\_\_\_
- b. What percentage of your court appearances are in:  
Federal Court \_\_\_\_\_ Superior Court \_\_\_\_\_ Justice Courts \_\_\_\_\_ Regional Court Centers \_\_\_\_\_ City Courts \_\_\_\_\_
- c. In the last three years:  
How many juries have you tried to verdict? \_\_\_\_\_  
How many trials to the Court? \_\_\_\_\_  
How many appeals have you written and argued? \_\_\_\_\_

The following information on this page is being compiled by the Maricopa County Materials Management Department to comply with applicable federal and state regulations to do related statistical research. You are not required to furnish this information, but your cooperation is encouraged. The information provided on this form is CONFIDENTIAL.

<p align="center"><b>Date of Birth</b></p> <p align="center">____/____/____ month day year</p>	<p align="center"><b>Disabled?</b></p> <p align="center"><input type="checkbox"/> YES</p> <p align="center"><input type="checkbox"/> NO</p>	<p align="center"><b>How did you first learn of this contract?</b></p> <p><input type="checkbox"/> Newspaper</p> <p><input type="checkbox"/> Contract Announcement posted in the Maricopa County Materials Management Department.</p> <p><input type="checkbox"/> From a County Employee</p> <p><input type="checkbox"/> Internet/Intranet</p> <p><input type="checkbox"/> Other</p>
<p align="center"><b>Ethnic Category</b></p> <p><input type="checkbox"/> White (Not of Hispanic Origin)</p> <p><input type="checkbox"/> Black (Not of Hispanic Origin)</p> <p><input type="checkbox"/> Hispanic</p> <p><input type="checkbox"/> American Indian or Alaskan Native</p> <p><input type="checkbox"/> Asian or Pacific Islander</p>	<p align="center"><b>Gender</b></p> <p align="center"><input type="checkbox"/> Male</p> <p align="center"><input type="checkbox"/> Female</p>	<p align="center"><b>Vendor Classification</b></p> <p><input type="checkbox"/> Vendor (any individual, company, corporation or other entity potentially able to provide any commodity or service to the county).</p> <p><input type="checkbox"/> Non-Registered Vendor (a vendor who has not registered, through Materials Management, and does not have a County Vendor number. A payment cannot be made to this vendor).</p> <p><input type="checkbox"/> Registered Vendor (a vendor who has registered, through Materials Management, and has a County Vendor Number. Payments may be made to this vendor. However, this designation does not imply that this classification of vendor has a County Contract and may automatically be given County business without a</p>
<p align="center"><b>AGE</b></p> <p align="center">Over 40?</p> <p align="center"><input type="checkbox"/> YES</p> <p align="center"><input type="checkbox"/> NO</p>		

I certify all information given by me in this application is true. I authorize Maricopa County and the Office of Contract Counsel to verify the information provided and realize that false information (misrepresentation or omission of information called for) is a basis for disqualification or dismissal. I have read the contract and agree to the conditions established therein. I authorize Maricopa County and the Office of Contract Counsel in Maricopa County to contact current and previous employers if I am one of the top candidates. I further authorize current and former employers to give you any and all information concerning my previous employment and any pertinent information they may have, and release all parties from all liability for any damages that may result from furnishing such information.

Sign: \_\_\_\_\_ Date: \_\_\_\_\_

Contract No.: 04021-ROQ	Contract Type: Variable Cost
Contract Amount: \$ Schedule Fee	Purpose: Adult Criminal Appeals/PCR
Budget Code: 100-560-5673	Contractor TIN/SSN:
Start Date: July 1, 2004	Expiration Date: June 30, <del>2007</del> <b>2010</b>

This contract is entered into by and between \_\_\_\_\_,  
(Applicant's name)

licensed attorney(s) in the State of Arizona, referred to hereinafter as Contractor, and Maricopa County, Office of Contract Counsel, referred to hereinafter as OCC. The Contractor, for and in consideration of the covenants and conditions set forth herein, shall provide and perform the services as set forth below. All rights and obligations of the parties shall be governed by the terms of this document, its exhibits, attachments and appendices, including any subcontractors or amendments as forth herein and in:

- Section I – General Provisions
- Section II – Work Statement
- Section III - Consideration

This contract contains all of the terms and conditions agreed to by the parties. No other understanding, oral or otherwise, regarding the subject matter of this Contract shall be deemed to exist or to bind any of the parties hereto. Nothing in this Contract shall be construed as consent to be sued or as waiver of any defense in a suit brought against the State of Arizona, Maricopa County, Office of Contract Counsel or Contractor in any State, or Federal Court.

Legal notice under this Contract shall b given by personal delivery, or by registered or certified mail, to the addresses set forth below and shall be effective upon deposit in the mail, postage pre-paid, and addressed as provided below.

Notice to Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

Notice to Maricopa County: Materials Management \_\_\_\_\_

Address: 320 W. Lincoln, Phoenix • AZ. 85003 Phone: (602)506-3967

**IN WITNESS WHEREOF**, the parties enter into this Contract:

**CONTRACTOR**

**MARICOPA COUNTY  
BOARD OF SUPERVISORS**

BY: \_\_\_\_\_  
Signature

BY: \_\_\_\_\_  
Chairman

BY: \_\_\_\_\_  
Signature

Attest: \_\_\_\_\_  
Clerk of the Board

\_\_\_\_\_  
Type or Print Attorney's or Firm Name

Approved as to form:

\_\_\_\_\_  
Maricopa County Attorney Date

BUSINESS PLAN

NOTE: All of the questions below must be fully answered. Any questions not answered may result in disqualification.

SECTION ONE

DESCRIPTION OF THE BUSINESS

**Question 1. What is the status of the business? Select sub-sections a, b, c or d below and answer the series of questions associated with that sub-section.**

a.)  Start-up

1. Why will you succeed in this business?

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2. What is your experience in this business?

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3. What will be special about your business?

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b.)  Expansion

1. How will you effectively manage the expansion of your business?

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2. Into what areas are you expanding your business?

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c.)  Takeover

1. When and by whom was the business founded?

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2. Why is (did) the owner selling it?

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3. If the business is not succeeding, why? How can you make it more successful?

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4. How will your management make the business more profitable?

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d.)  Existing

1. What action are you taking to improve your business?

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2. What do you expect of your existing business?

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**Question 2. Why is your business going to be profitable (or continue to grow)?**

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**Question 3. When will (did) your business open?**

                   
month year

SECTION TWO

PRODUCT/SERVICE

**Question 4. How do your services differ from your competitors?**

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**Question 5. If your service line is not special, why should Maricopa County award you a contract?**

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**Question 6. What benefits do your clients think they receive from your services?**

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**Question 7. What service benefits does your company have that would cause Maricopa County Office of Contract Counsel to award your business a contract?**

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SECTION THREE

S.W.O.T ANALYSIS

**Question 8.** Define the strengths of your business. A strength is something a company is good at doing or a characteristic that gives it enhanced competitiveness.

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**Question 9.** Define the weaknesses of your business. A weakness is something a company lacks or does poorly or a condition that puts it at a disadvantage.

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**Question 10.** Define the opportunities of your business. An opportunity is something a company uses to shape its strategy.

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**Question 11.** Define the threats to your business. A threat is something a company is faced with in its external environment that poses a threat to its profitability and competitive well-being.

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**THERESA MARIE ARMENDAREZ PLC, 219 E CAMELBACK RD STE #828, PHOENIX, AZ 85018-2307**  
**, 1322 W PORTLAND, PHOENIX, AZ 85007**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000005324 X**

Telephone Number: **602/274-7238**

Fax Number: ~~602/271-0634~~

**E-Mail:** [Theresa.Armendarez@azbar.org](mailto:Theresa.Armendarez@azbar.org)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**KENNETH S. COUNTRYMAN P.C., 1726 NORTH 7<sup>TH</sup> STREET, PHOENIX, AZ 85006**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000001405 X**

Telephone Number: 602/258-~~2599~~ **2928**

Fax Number: 602/258-5070

E-mail Address: [Kenneth@Countrymanlaw.com](mailto:Kenneth@Countrymanlaw.com) [andyb@countrymanlaw.com](mailto:andyb@countrymanlaw.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

MICHAEL J DEW, ATTORNEY AT LAW, 6501 N CENTRAL AVENUE, PHOENIX, AZ 85012-1139

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000004123 X**

Telephone Number: 602/234-0087

Fax Number: ~~623/321-1273~~ **602/234-0087**

E-mail Address: [dewme@cox.net](mailto:dewme@cox.net)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**KERRIE DROBAN, 3434 W ANTHEM WAY SUITE 118-441, ANTHEM AZ 85068**  
**LAW OFFICES OF, 15029 N THOMPSON PEAK, SUITE B-111, #427, SCOTTSDALE, AZ 85260**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000004111 X**

Telephone Number: **480/612-3058**

Fax Number: 623/551-3289

E-mail Address: [kerriedroban@yahoo.com](mailto:kerriedroban@yahoo.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**LAW OFFICES OF RICHARD D. GIERLOFF, 45 E JEFFERSON, SUITE 412, PHOENIX, AZ 85003**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000006967 X**

Telephone Number: 602/254-8861

Fax Number: 602/254-9310

E-mail Address: [richard@aztrialattorney.com](mailto:richard@aztrialattorney.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**THOMAS A GORMAN, 331 N 1<sup>ST</sup> AVENUE SUITE 150, PHOENIX, AZ 85003-0001**  
**PO BOX 1909 SEDONA, AZ 86339**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000004252 X**

Telephone Number: 602/452-2918 **928/282-4614**

**Fax Number:** **928/863-0900**

**E-Mail** [lawyergorman@aol.com](mailto:lawyergorman@aol.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**MICHAEL S REEVES, 1212 E OSBORN ROAD, PHOENIX, AZ 85014**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000004124 X**

Telephone Number: 602/604-7577

Fax Number: 602/604-7555

E-mail Address: [Michael.Reeves@azbar.org](mailto:Michael.Reeves@azbar.org)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

TREASURE VANDREUMEL, PLC, LAW OFFICE OF, 2000 N. 7<sup>TH</sup> STREET, PHOENIX, AZ 85006  
335 E PALM LANE, PHOENIX, AZ 85004

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: **W000004323 X**

Telephone Number: 602/253-7348

Fax Number: 602/253-7881

E-mail Address: [Treasure.Vandreumel@azbar.org](mailto:Treasure.Vandreumel@azbar.org)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

CHRISTINE DAVIS, ONE N. CENTRAL AVE STE 1130, PHOENIX, AZ 85004

PRICING SHEET NIGP 9614909

Terms: \_\_\_\_\_ NET 30

Vendor Number: \_\_\_\_\_ W000010402 X

Telephone Number: \_\_\_\_\_ 602 256 6400

Fax Number: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ [cdavix@dessaulsharper.com](mailto:cdavix@dessaulsharper.com)

Contract Period: \_\_\_\_\_ To cover the period ending JUNE 30, 2007 2010.

CONTRACT AWARD EFFECTIVITY 7/01/07.

**CANCELLED 08/16/07 EFF. 07/25/07**

**PAMELA J. EATON, 4158 W. BERYL AVE., PHOENIX, AZ 85051**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000010061 X

Telephone Number: 623-934-2655

Fax Number:

E-mail Address: [pam753@qwest.net](mailto:pam753@qwest.net)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**NICOLE FARNUM, PO BOX 12542, TEMPE, AZ 85284**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000007489 X

Telephone Number: 480-628-4226

Fax Number: 480-460-0240

E-mail Address: [Nicole.farnum@azbar.org](mailto:Nicole.farnum@azbar.org)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**DAVID GOLDBERG ATTORNEY AT LAW, PO BOX 608, FORT COLLINS, CO 80522**  
**746, FLAGSTAFF, AZ 86002**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000009369 X

Telephone Number: 928-779-7171

Fax Number: 929-779-7171

E-mail Address: [beardog1960@msn.com](mailto:beardog1960@msn.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**YVETTE C. GRAY, ATTORNEY AT LAW, 1334 E. CHANDLER BLVD STE 5 C-18, PHOENIX, AZ 85048**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000010344 X

Telephone Number: 480-460-5531

Fax Number: 480-460-5531

E-mail Address: [ycgray@cox.net](mailto:ycgray@cox.net)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**ERIC W. KESSLER, 240 N. CENTER ST., MESA, AZ 85255**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000004064 X

Telephone Number: 480-644-9047

Fax Number: 480-644-0095

E-mail Address: [eric@kesslelaw.phxcoxmail.com](mailto:eric@kesslelaw.phxcoxmail.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**JANELLE A. MCEACHERN, PO BOX 1974, CHANDLER, AZ 85244-1974**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000000690 X

Telephone Number: 480-899-4115

Fax Number: 480-812-1085

E-mail Address: [Janelle.mceachern@azbar.org](mailto:Janelle.mceachern@azbar.org)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**GAIL GIANASI NATALE, 817 N. 2<sup>ND</sup> ST, PHOENIX, AZ 85004**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30  
Vendor Number: W000010376 X  
Telephone Number: 602-258-1778  
Fax Number: 602-258-1779  
E-mail Address: [natale@azbar.org](mailto:natale@azbar.org)  
Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**JAMES PARK, 111 W. MONROE ST, STE 716, PHOENIX, AZ 85003**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30  
Vendor Number: W000010427 X  
Telephone Number: 602-462-5700  
Fax Number: 602-253-7275  
E-mail Address: [sun@parklaw.us](mailto:sun@parklaw.us)  
Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**SHARMILA ROY, 5130 W BASELINE ROAD, #117-252, LAVEEN, AZ 85339**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000010428 X

Telephone Number: 602-930-2690

Fax Number:

E-mail Address: [sharmilaroy@hotmail.com](mailto:sharmilaroy@hotmail.com)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

**NATALEE SEGAL, 1095 E. INDIAN SCHOOL RD STE 600, PHOENIX, AZ 85014**

PRICING SHEET NIGP CODE 9614909

Terms: NET 30

Vendor Number: W000010343 X

Telephone Number: 602-277-0044

Fax Number:

E-mail Address: [nsegal@cox.net](mailto:nsegal@cox.net)

Contract Period: To cover the period ending **JUNE 30, 2007 2010.**

**CONTRACT AWARD EFFECTIVITY 7/01/07.**

JOHN P. TODD, 4866 W. CARLA VISTA COURT, CHANDLER, AZ 85226

PRICING SHEET NIGP 9614909

Terms: \_\_\_\_\_ NET 30

Vendor Number: \_\_\_\_\_ W000009680 X

Telephone Number: \_\_\_\_\_ 480 940 7645

E-mail Address: \_\_\_\_\_ [johnpressleytodd.law@gmail.com](mailto:johnpressleytodd.law@gmail.com)

Contract Period: \_\_\_\_\_ To cover the period ending JUNE 30, 2007-2010.

CONTRACT AWARD EFFECTIVITY 7/01/07.

CONTRACTOR CANCELLATION EFFECTIVE 9/05/07.