Attachment B

Scope of Work

1. Introduction

Created by the Utah legislature in 2016, the Utah Indigent Defense Commission (IDC) protects constitutionally guaranteed liberties through ongoing support for effective indigent defense services throughout the state. The administrative and programmatic functions of the commission are carried out by the Office of Indigent Defense Services (Office). The Office may create and enter into contracts to provide indigent defense services and to accomplish the duties of the office (Utah Code Subsection 78B-22-452).

1.1 Background

In 2024, the Gault Center published the results of a years-long evaluation of youth defense in Utah. The report, sponsored by the Utah Indigent Defense Commission, was based on court observations and interviews with juvenile court judges, defense attorneys, prosecutors, and other stakeholders. While recognizing that Utah has made significant gains in the area of youth defense, the researchers made several key findings and recommendations to strengthen and improve the quality of youth defense statewide. Among its recommendations, the report urged "Utah and its counties must ensure that juvenile court is recognized as an important, specialized practice for all practitioners, including youth defenders, prosecutors, judges, and probation officers. In rural and remote areas of the state, where the youth defense contract in a single county is not sufficient for a fulltime contract, IDC and counties should encourage the regionalization of youth defense. An attorney who can provide youth defense services across counties can dedicate themselves to specializing in youth defense." This solicitation seeks to implement this recommendation by creating a conflict youth defender position for the 6th Judicial District to provide legal services to individuals when the primary defender has an ethical conflict of interest (Provider).

1.2 Scope of Work.

The Office is seeking to create and enter into a contract with a vendor, who can be either a solo legal practitioner or a law firm with two or more attorneys, who will provide legal services for youth referred to juvenile court in the 6th Judicial District.

1.3 Requirements

The Provider will:

- Represent juveniles in delinquency proceedings from intake through disposition and post-disposition matters.
- Conduct client interviews, case investigations, and legal research.
- Advocate for clients during detention hearings, adjudications, plea negotiations, motions, and trials.
- Develop defense strategies tailored to the developmental and emotional needs of youth clients.
- Collaborate with social workers, probation officers, schools, therapists, and community agencies.
- Review police reports, witness statements, school records, and other evidence.
- Advise youth and families regarding legal rights, court procedures, and possible outcomes.
- Prepare and file legal documents, motions, briefs, and appeals as needed.
- Advocate for alternatives to detention, diversion programs, counseling, and rehabilitative services.
- Maintain accurate case records and comply with ethical and confidentiality standards.
- Attend court hearings, multidisciplinary meetings, and case staffing conferences.
- Stay informed regarding juvenile law, child welfare issues, and changes in state statutes or case law.

2. Compliance

The Provider must comply with the following requirements:

- Provider must maintain an active license and remain in good standing with the Utah State Bar at all times during the period of the contract.
- Provider may not be currently, or prospectively a party to any litigation which would place a Provider's licensing or standing with the Utah State Bar in question.
- Provider must abide by all federal state and local laws, the Canons of Ethics adopted by the Utah State Bar, the Rules of Professional Conduct, and the Rules of Civility, as adopted and modified by the Utah Supreme Court, in the performance of the duties under this Agreement.
- Resume
- Statement of Interest
- The vendor must be familiar and comply with the IDC's "Core Principles for Appointed Attorneys Representing Youth in Delinquency Proceedings"

3. Project Deliverables

Effective representation of youth referred to juvenile court in the 6th Judicial District. Provider agrees to annual performance reviews with the Southern Utah Regional Managing Defender.

4. Project Timeline:

The term of the contract is three years.

5. Project Budget and Scope:

The contract budget is $30,000 per year. Funding for the contract is subject to appropriations from the legislature. The scope of work, including requirements, may be modified based on legislative directives, and at the discretion of the Office.