

REQUEST FOR PROPOSALS FOR LEGAL SERVICES

TRAFFIC COURT PROSECUTOR

VILLAGE OF WALDEN

This request for Proposals ("RFP") is issued by the **VILLAGE OF WALDEN, NEW YORK ("Village")** to determine the eligibility of experienced Legal Counsel to provide services for the Village of Walden as a Prosecutor of Vehicle and Traffic violations in the Village Justice Court. The purpose of this RFP is to establish the identity of individuals and organizations that are qualified for this service.

Typical responsibilities of the Village Attorney will include:

Representation of the People of the State of New York in Village Justice Court for the purpose of prosecution Uniform Traffic Tickets that have been issued alleging violations of the New York State Vehicle and Traffic Law. Said representation will include conducting plea bargaining negotiations with defendants and conducting Traffic Trials, if necessary

Desired Qualifications of the sole practitioner and/or firm:

A thorough understanding of the legal framework of Vehicle and Traffic Law in New York. Admission before all New York State Courts. Prior legal experience, particularly in the areas of Vehicle and Traffic Law, is preferred. Accessibility for the Mayor, Board, Village Manager and designated village staff as needed.

Consideration for Proposals:

All Respondents must submit a detailed statement of the services to be performed and the costs and fees anticipated to be incurred. Proposals may include a monthly retainer, and hourly rate or a monthly retainer against which the hourly rate will be billed. The hourly rate may be a blended rate or separate hourly fees for specific services, different attorneys or paralegal services.

Application Submission:

All applications become the property of the Village. Submissions will be promptly reviewed by the Village. Interviews and/or additional information may be requested by the Village.

Proposals must be signed and received on or before March 24, 2025 at 2:00pm, and addressed to Marisa Kraus, Village Clerk, One Municipal Square, Walden, New York, 12586. Contact number: 845-778-2177

The Board of Trustees reserves the right to reject any and all proposals or any portion thereof that it feel are not in the best interest of the Village and to negotiate with any one or more of the responding firms.