



**Contract and Award Letter
Purchase Resolution – Exhibit “A”**

TO: Board of Contracts and Awards
FROM: Andy Cherullo, Director, Finance Department
Teresa Green, Budget Officer/Assistant Director, Finance Department
COPY: City Council, City Manager, City Clerk, EIC Coordinator, LEAP Coordinator, and
Brandon Snow, Senior Buyer, Finance/Procurement
SUBJECT: Extension and Increase of Indigent Defense Legal Services Contract Interlocal
Agreement Contract No. CW2233487 – August 11, 2026, City Council
DATE: July 20, 2026

RECOMMENDATION SUMMARY:

The Office of Management and Budget (OMB) requests approval to increase and extend Interlocal Agreement Contract CW2233487, with the Pierce County Department of Assigned Counsel (DAC), Tacoma, WA, by \$3,077,390, plus applicable taxes, budgeted from the General Fund 0010, for the provision of legal services for individuals who otherwise would not be able to afford them. This increase will bring the contract to a projected total of \$15,300,428, plus applicable taxes, and will extend the contract term by one year to December 31, 2026.

STRATEGIC POLICY PRIORITY:

- Ensure all Tacoma residents are valued and have access to resources to meet their needs.

Access to legal services is important for anyone who appears before a court of law. The Sixth Amendment of the United States Constitution explicitly protects the right “to have the Assistance of Counsel.” Thus, access to legal advice is at the very heart of American democracy. As such, this contract fulfills the vision of equal access to legal advice, not merely for those who can afford it.

BACKGROUND:

The OMB works with the Pierce County DAC to update this contract on a yearly or biennial basis. The DAC provides data quarterly to the OMB to evaluate the performance of this contract, including caseload per attorney, types of cases handled by the DAC, and case outcomes. This agreement is pursuant to Section five of the Interlocal Agreement between the City and Pierce County dated November 23, 2003. All services rendered by the DAC are for indigent individuals who appear before the Municipal Court.

ISSUE: Not all individuals are able to pay for legal advice. Legal proceedings affect individuals of all income levels which is why the United States of America and Washington State Supreme Courts have found that the provision of legal services is essential for those who may not be able to afford them. This contract ensures that individuals appearing before the City Municipal Court who may not be able to afford a lawyer have access to legal advice.

ALTERNATIVES: Alternatives include not approving this contract, which could lead to a potential service disruption, or seeking other service providers, which could lead to a potential conflict with the Interlocal agreement with Pierce County.



COMPETITIVE ANALYSIS: This agreement is pursuant to Section 5 of the Interlocal Agreement between the City of Tacoma and Pierce County dated November 23, 2003.

CONTRACT HISTORY: This contract was originally entered into with Pierce County DAC as a result of an interlocal agreement between the City of Tacoma and Pierce County in the amount of \$4,305,291, plus applicable taxes, for providing legal services to indigent defendants appearing in the City’s Municipal Court. The initial contract term was January 1, 2020, through January 1, 2022.

Amendment No. 1 extended the term through December 31, 2022 and brought the contract to a projected total of \$6,108,102, plus applicable taxes.

Amendment No. 2 extended the term through December 31, 2023 and brought the contract to a projected total of \$7,965,128, plus applicable taxes.

Amendment No. 3 extended the term through December 31, 2025 and brought the contract to a projected total of \$12,223,038, plus applicable taxes.

This amendment will extend the contract through December 31, 2026 and will bring the contract to a projected total of \$15,300,428, plus applicable taxes.

SUSTAINABILITY: Sustainability was not a considered factor in establishing this agreement. However, both parties are actively working to make their operations more sustainable. Please visit the respective sustainability websites for both City of Tacoma and Pierce County for more information.

EQUITY IN CONTRACTING (EIC) COMPLIANCE: Not applicable - Service contract - EIC Regulations are not yet established

LOCAL EMPLOYMENT AND APPRENTICESHIP TRAINING PROGRAM (LEAP) COMPLIANCE: Not applicable

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
0010 General Fund	659000	5311300	\$3,077,390
TOTAL			Up to \$3,077,390

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
0010 General Fund	Various	Various	(\$3,077,390)
TOTAL			Up to (\$3,077,390)



FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: This amendment adds \$3,023,187 in planned costs for fiscal years 2025 and 2026 and acknowledges \$54,203 in previously paid costs from 2024, resulting in a total contract increase of \$3,077,390.

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? Yes

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A