

EXHIBIT B
QUALIFICATION AFFIRMATIONS

CONSULTANT INFORMATION	
Bidder:	_____

MINIMUM QUALIFICATIONS
<p><i>Please check all boxes that apply.</i></p> <p><input type="checkbox"/> Licensed to do business in the State of Washington. If not licensed, provide a written intent to become licensed in Washington within thirty (30) calendar days of being selected as the Apparent Successful Bidder.</p> <p><input type="checkbox"/> Bar Association member in good standing.</p> <p><input type="checkbox"/> Highly advanced understanding of IDEA, OSPI WAC 392-172A, and other applicable laws as documented by resume or curriculum vitae.</p> <p><input type="checkbox"/> Ability to analyze case law and the IDEA Federal and State statutory and administrative law, policy and guidance, and apply to facts and circumstances of a particular situation as documented by resume, history of relevant professional development, and at least three (3) professional letters of recommendation from references who can speak to the Contractor's knowledge of the IDEA, special education, and investigation skills</p> <p><input type="checkbox"/> Ability to complete investigation within the timelines set forth by the IDEA and the OSPI as documented by resume or vitae, history of relevant professional development, and at least three (3) letters of recommendation.</p> <p>Consultants who do not meet the minimum qualifications noted above will be rejected as non-responsive and will not receive further consideration. Any proposal that is rejected as non-responsive will not be evaluated or scored.</p>

ADDITIONAL DESIRED QUALIFICATIONS
<p><i>Please check all boxes that apply.</i></p> <p><input type="checkbox"/> Ability to use computers, Microsoft Word, and email effectively and independently, as documented by resume or curriculum vitae.</p> <p><input type="checkbox"/> Strong interpersonal written and oral communication skills that demonstrate accuracy, clarity, civility, and professionalism as demonstrated by the submission of an original sample letter of two (2) pages or less detailing a fictitious complaint investigation and required corrective action.</p> <p><input type="checkbox"/> History of professional behavior, including addressing concerns appropriately, arriving to scheduled meetings on time, and submitting quality written work in a timely manner, as documented by letters of recommendation and, if applicable, a review of previous work provided to OSPI.</p>

I certify under penalty of perjury of the laws of the State of Washington that the foregoing is true and correct.

Signature of Bidder

Date

Place Signed (City, State)

Printed Name

Title

Organization Name