

EXHIBIT B

QUALIFICATION AFFIRMATIONS

CONSULTANT INFORMATION	
Bidder:	<hr style="border: none; border-top: 1px solid black; width: 100%;"/>

MINIMUM QUALIFICATIONS
<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> <p><i>Please check all boxes that apply.</i></p> <ul style="list-style-type: none"><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 Apparently Successful Contractor.<input type="checkbox"/> Ability to act in a neutral capacity, meaning not a current employee of a school district or active advocate on behalf of school districts or on behalf of students and families against school districts.<input type="checkbox"/> Highly advanced understanding of state and federal nondiscrimination laws and other applicable laws as documented by resume or curriculum vitae.<input type="checkbox"/> Ability to analyze case law and state and federal 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 nondiscrimination laws and investigation skills.<input type="checkbox"/> Ability to complete investigations within reasonably prompt timelines as documented by resume or vitae, history of relevant professional development, and at least three (3) letters of recommendation.<input type="checkbox"/> Ability to use computers, Microsoft Word, and email effectively and independently, as documented by resume or curriculum vitae.<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 ten (10) pages or less detailing a fictitious or redacted (school and personally identifiable information removed) complaint investigation.<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.

EXHIBIT B
QUALIFICATION AFFIRMATIONS

ADDITIONAL DESIRED QUALIFICATIONS

Please check all boxes that apply.

- ☐ Bar Association member in good standing.
- ☐ Highly advanced understanding of state and federal nondiscrimination laws as they apply to public schools, OSPI's chapter 392-190 WAC, and OSPI's civil rights guidelines.
- ☐ Experience in K-12 or higher education or workplace discrimination investigations or legal analysis, as demonstrated by resume or curriculum vitae.

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