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| CONSULTANT INFORMATION |
| Bidder:  |        |

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| MINIMUM QUALIFICATIONS |
| 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.*Please check all boxes that apply.*[ ]  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.[ ]  Vendors must have engaged in the provision of stenographic court reporting and transcription services.[ ]  Vendors must currently employ or contract with, or demonstrate the ability to employ or contract with, enough stenographic court reporters and transcriptionists to adequately meet the Scope of Services.[ ]  Each individual stenographer employed by or under contract with the Vendor, must be a stenographic court reporter who: [ ]  Is a certificated by the [State of Washington](https://dol.wa.gov/professional-licenses/court-reporters) as outlined in [Chapter 18.145 RCW](https://app.leg.wa.gov/RCW/default.aspx?cite=18.145) and holds a valid Register Professional Reporter (RPR) certificate or other higher-level credentials from the [National Court Reporter Association](https://www.ncra.org/home). [ ]  Has experience reporting and transcribing court trials or other comparable experience; [ ]  Is capable of translating, editing and producing technically accurate transcripts consistent with established standards of accuracy; [ ]  Is knowledgeable of court practices and procedures; [ ]  Is dedicated to achieving and maintaining a high level of professionalism; and[ ]  Is proficient in the English language, legal terminology, transcript preparation, and professional responsibility[ ]  In special education due process proceedings pursuant to the IDEA, 20 U.S.C. 1400 et seq., and chapter 392-172A WAC, the Vendor must possess knowledge of, and the ability to understand, the provisions of the IDEA, federal and state regulations pertaining to the IDEA, and legal interpretations of the IDEA by federal and state courts.  |

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

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 Signature of Bidder Date Place Signed (City, State)

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