

**CITY OF WOODLAND  
REQUEST FOR QUALIFICATIONS  
CITY ATTORNEY SERVICES**



**Proposal Due Date: 4/30/24**

The City of Woodland invites proposals for contracted City Attorney services. Proposals are due to the City Clerk's Office by 2:00 p.m. on April 30, 2024. The City seeks services encompassing the traditional scope of work including legal counsel, opinions, consultation and coordination with special counsel. Attendance at Council meetings is required. Attendance at various other meetings may be required occasionally. This position will not include prosecuting services. Questions regarding this RFQ should be sent to Mayor Todd Dinehart at [dinehartt@ci.woodland.wa.us](mailto:dinehartt@ci.woodland.wa.us) or 360.225.8281.

**Delivery:** Proposals may be mailed or hand-delivered to the City of Woodland Deputy Clerk-Treasurer, PO Box 9, 230 Davidson Ave., Woodland, WA 98674. A full RFQ packet may be obtained by contacting the Deputy Clerk-Treasurer at [andersong@ci.woodland.wa.us](mailto:andersong@ci.woodland.wa.us) or 360.225.8281.

**Minimum Qualifications:**

- (a) Each attorney in the proposed team must possess a Juris Doctorate degree and have graduated from a law school accredited by the American Bar Association;
- (b) Each attorney in the proposed team must be a member in good standing of the Washington State Bar Association;
- (c) The proposed designated City Attorney must have a minimum of five years experience in the field of municipal law with particular experience in land use and public work construction.

The City of Woodland reserves the right to reject any or all proposals, waive technicalities or irregularities, and to accept any proposal if such action is believed to be in the best interest of the City.

Posted: Reflector 3/27/2024, 4/3/2024  
City Website 3/19/2024