

City of Woodland  
Request for Qualifications for Hearing Examiner Services  
Submittal Deadline: April 27<sup>th</sup>, 2023

CITY OF WOODLAND REQUEST FOR QUALIFICATION INFORMATION TO FURNISH  
PROFESSIONAL HEARING EXAMINER SERVICES

The City of Woodland is inviting statements of qualifications (SOQ) and performance information from individuals interested in providing Hearing Examiner services beginning July 1<sup>st</sup>, 2023.

Key tasks for which services are sought are to serve as the City's third-party Hearing Examiner performing professional services in connection with development review and appeal hearings. Additional information regarding this request for Professional Services may be directed to Travis Goddard, Community Development Director.

Qualification and performance statements will be reviewed, placed on file for 2023 and used as a source from which to select one or more qualified individuals. Resumes will be accepted, but not required. Please state the knowledge base of state and local planning statutes and codes in the first paragraph of the letter of interest. The city has no specific submittal format. Submissions may be submitted electronically to [permitclerk@ci.woodland.wa.us](mailto:permitclerk@ci.woodland.wa.us), by hand to 230 Davidson, Woodland, WA, or by mail at PO Box 9, Woodland, WA 98674. Two copies are required of any paper document submitted.

Questions regarding this invitation should be directed to Travis Goddard, Community Development Director [goddardt@ciwoodland.wa.us](mailto:goddardt@ciwoodland.wa.us), 360-225-7299. Submittals from interested individuals are requested no later than 5:00pm, on Thursday, April 27<sup>th</sup>, 2023.