

REQUEST FOR QUALIFICATIONS
HISTORIAN SERVICES
U.S. DISTRICT COURT
EASTERN DISTRICT OF WASHINGTON

May 8, 2015

Purpose of Request

The U.S. District Court for the Eastern District of Washington is seeking the services of a qualified individual to research, analyze, interpret and present historical documents and sources to create a comprehensive, and accessible historical record of the federal judiciary in the Eastern District of Washington. Services will include review, analysis, interpretation, and organization of existing historical records on file as well as capturing additional current and historical data through documents and other sources such as oral interviews. Previous experience with similar historical projects and with the Eastern District of Washington Court is preferred.

Historical Background

The Eastern District of Washington was formed by the March 2, 1905, “Act to Divide Washington into Two Judicial Districts,” (Chapter 1305, Session III, 58th Congress). At that time, the state was divided into two federal districts and a separate judge, Judge Edward Whitson, was appointed to the Eastern District.

The Eastern District of Washington comprises twenty counties, and generally is all of Eastern Washington east of the summit of the Cascade Mountains. The Eastern District comprises 41,960 square miles. The Court is present within the district at three court points, the primary in Spokane, and two divisional locations in Richland and Yakima.

The Eastern District has a long, distinguished history comprised of district, magistrate, and bankruptcy judges, numerous buildings which have served as courthouses, and many significant cases resolved along the journey in the administration of justice.

The purpose of this project is to capture the past and on-going history of the U.S. District Court for the Eastern District of Washington.

Project Scope

The individual selected for this project will gather historical data from all available sources including archives, institutional records, interviews, books, unpublished manuscripts, and artifacts. The data will be analyzed and interpreted to determine its authenticity and significance. In addition, they will research and

compile additional historical records including, but not limited to, oral interviews with past and present judicial officers and members of the Bar of this Court. Utilizing all of the compiled data, a complete and concise historical record will be created.

The deliverables and requirements under this RFQ/project include:

- Research, analyze, interpret, and present historical record of the Eastern District of Washington
- Oral interviews with current and former judicial officers
- Meetings, as necessary, with Chief District Judge, District Court Executive and Historical Committee of the Eastern District of Washington
- Begin project no later than June 1, 2015
- Project completion date no later than May 31, 2016
- The budget for this project is not to exceed \$10,000.00
- The project will be funded with non-appropriated monies. Procurement policies and regulations mandated for the Federal Judiciary's use of appropriated funds are not applicable.

Responses Should Include:

- Past experience
- Past Performance – List of representative projects you have completed
- Qualifications including education
- Location
- References

Method of Evaluation

- This office will evaluate the responses and rank each based upon the criteria stated above. The final contract will be negotiated with the District Court Executive.
- Responses to the RFQ will be accepted electronically or in paper form. Electronically submitted responses are encouraged and should be emailed to: Sean_McAvoy@waed.uscourts.gov
- Paper responses should be sent to: U.S. District Court, c/o Sean McAvoy, District Court Executive, PO Box 1493, Spokane, WA 99210
- Any questions regarding this RFQ should be directed to Sean McAvoy, District Court Executive, at 509.458.3439 or by email (above).
- Use a PDF file format for any attachments that may accompany your response.
- Responses should be received by May 25, 2015.

Thank you for your interest in our project.

THE U.S. DISTRICT COURT IS AN EQUAL OPPORTUNITY EMPLOYER
AND VALUES DIVERSITY IN THE WORKPLACE