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NIC Purchasing
Office of Finance and Business Affairs
1000 W. Garden Ave.
Coeur d'Alene, ID 83814

VIA EMAIL: nicpurchasing@nic.edu

RE: *REQUEST FOR QUALIFICATION North Idaho College Legal Counsel RFQ 23-04*

Greetings:

Please consider this letter and my attached resume as my Proposal in response to the above referenced RFQ:

- Information about the attorney: Please see my attached resume.
- Summary of strengths and experience: I am an experienced, ethical lawyer who has represented the public as city attorney for 20 years. I have worked with governmental entities at all levels and have worked with local and state educational institutions. I have 20 years of working with the best and brightest lawyers in Idaho and have maintained a strong network of colleagues in many disciplines. I am a respected and trusted member of the Coeur d'Alene community. I have been a licensed attorney for over 40 years.
- Affirmation of availability: I hereby affirm that I am able to attend to the College's needs at any time, exactly as I did for the City as city attorney. My office is approximately one mile from the NIC campus.
- Other firm members: I am a sole practitioner.
- My fees for legal services are \$200 per hour. I bill for actual time working, not a set increment of an hour. There is no charge for travel time. I will bill for fees and expenses on a monthly basis. If I need to consult with outside counsel who specialize in areas of law like environmental and federal regulatory law, I will notify NIC leadership and secure approval before incurring additional fees and costs for outside legal assistance.

Thank you for your time and consideration.

Michael C. Gridley