



## **ANNOUNCEMENT**

### **Washington Health Benefit Exchange (WAHBE) Request for Qualifications and Quotations (RFQQ) 21-008 Full-Service Compensation Consulting August 31, 2021**

WAHBE is the State of Washington's (State's) health insurance marketplace—the place where Washingtonians can compare and choose insurance from top insurance companies and qualify for financial assistance to reduce premiums and cost-sharing or qualify for no cost Washington Apple Health (WAH). WAHBE is an independent part of the state government whose job is to make the health insurance marketplace work for Washington consumers. WAHBE is overseen by an eleven-member bipartisan board nominated by the Legislature and appointed by the Governor.

In 2018, WAHBE implemented the current compensation policy and structure after working with a compensation consultant. The policy was created with the following as guiding philosophy:

- Provide a competitive, market-based total compensation package;
- Provide opportunities for employees to grow and develop their skills, knowledge and ultimately their careers;
- Maintain internal equity; and
- Be fiscally responsible.

In order to maintain the ability to remain competitive in the market, WAHBE needs a market analysis for new and reclassified positions, including a periodic review of benchmarks in each job grade.

WAHBE is initiating this RFQQ to obtain one (1) qualified Vendor to provide WAHBE with a full range of compensation-related services including, but not limited to:

- Salary assessment/market analysis of current staff positions
- Annual reassessments/reviews
- Salary assessment/market analysis for new and reclassified staff positions
- Pay equity analysis

Services may be performed offsite, with virtual collaboration. In performing the Compensation Services WAHBE needs, Vendor will work primarily with WAHBE's Human Resources team (currently 3 staff). Vendor may also work with a variety of stakeholders throughout the project, primarily while developing plans and outcomes.

The RFQQ is available at <https://pr-webs-customer.des.wa.gov/>. Additional materials or any addenda regarding this RFQQ, if needed, will be made available to Vendors at the same location.

Key dates and deadlines –

Action	Date
WAHBE issues RFQQ	8/31/2021
Optional Vendor Conference via Microsoft Teams	9/9/2021
Vendors may submit written questions until 3:00 p.m. PST	9/16/2021
WAHBE will issue responses in an Addendum by 3:00 p.m. PST	9/24/2021
Vendors must submit responses to RFQQ by 3:00 p.m. PST	10/6/2021
WAHBE evaluation of written responses	10/7/2021 – 11/5/2021
Vendor Oral presentations (if selected)	11/18/2021 – 11/23/2021
WAHBE notifies Vendors and begins negotiations with the ASV	12/2/2021
Vendor Debriefings	12/8/2021 – 12/17/2021
Contract(s) Execution	12/31/2021
Services Start Date	1/1/2022

For further information, please contact the RFQQ Coordinator:

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