

RFP Proposal Checklist

HBE 16-003 Navigator Program Services

The following documents are required elements of the Applicant’s Response for RFP HBE 16-003, Pierce County Lead Organization Navigator Program Services. This checklist is provided for proposal organization purposes only and is not a required part of your proposal.

[ ]  Certifications and Assurance – signed; alternate language included, if any, for proposed Contract Terms and Conditions

[ ]  Application Template

[ ]  Navigator Organization Profiles

A profile is required for each organization listed in the proposed service area network.

[ ]  Background Check Policy for Navigator positions

[ ]  Budget Proposal Worksheets

**Proposals are due no later than 5:00PM PDT, August 8, 2016 by email to:**

**Kathy Krulich, RFP Coordinator**

**Washington Health Benefit Exchange**

**Email:** **Kathy.krulich@wahbexchange.org**

**Phone: 360-688-7754**