

**ANNOUNCEMENT**  
**HBE 17-006**  
**Washington Health Benefit Exchange**  
**Request for Quotes and Qualifications (RFQQ)**

**Presiding Officer Services for WAHBE Appeals**

The Washington Health Benefit Exchange (HBE) is initiating this Request for Qualifications and Quotations (RFQQ) to secure Vendors to preside at administrative hearings as part of the implementation of the Affordable Care Act (ACA). The successful Respondent(s) may be required to perform a variety of HBE responsibilities, as defined in Statements of Work (SOW), throughout the term of the resulting Contract.

The successful Vendor(s) will serve as the Presiding Officer(s) for appeals of the Washington Healthplanfinder's health insurance tax credit and cost-sharing eligibility determinations. The Vendor provides this service in coordination with the HBE Legal Services Director and Appeals Program staff.

Vendors must have strong empathetic relational skills in dealing with appellants with diverse cultural and socio-economic background and language skills. Vendors must be able to demonstrate a willingness to accommodate cultural, language, mental health, medical, and physical needs of appellants. Vendor must have a level of professional and technical competence about law, applying facts to law, and caseload management. Vendor must be available to adjudicate cases with little advance notice, meet deadlines, and meet or exceed performance expectations.

Contracts resulting from this procurement will begin on or around August 1, 2017 and will end on June 30, 2018. The Exchange may extend contracts in whatever timeframes HBE deems necessary, not to exceed June 30, 2022.

The RFQQ is available for download on the Washington Health Benefit Exchange Website at <https://www.wahbexchange.org/about-the-exchange/what-is-the-exchange/vendor-procurements/past-procurements/> as well as on the Washington Enterprise Business Solutions (WEBS) website at <https://fortress.wa.gov/ga/webs/>. Additional materials or any addenda regarding this RFQQ, if needed, will be made available for download at these same websites. Vendors are encouraged to check often for addenda and other materials that may be posted.

Responses to the RFQQ are due to the RFQQ Coordinator no later than Friday, June 9, 2017 at 3:00pm PT.

For further information, please contact the RFQQ Coordinator:

Erin Hamilton, CPPB

WAHBE Contracts Manager

[contracts@wahbexchange.org](mailto:contracts@wahbexchange.org)

Phone: 360-688-7700