

**STATE OF WASHINGTON  
OFFICE OF FINANCIAL MANAGEMENT  
OLYMPIA, WASHINGTON**

**REQUEST FOR QUALIFICATIONS  
RFQ NO. 17-600**

Note to Vendors: This RFQ and amendments will be available on the Office of Financial Management (OFM) website at [http://ofm.wa.gov/contracts\\_procurements/default.asp](http://ofm.wa.gov/contracts_procurements/default.asp). Vendors are also encouraged to register on the Department of Enterprise Services (DES), Washington Electronic Business Solution (WEBS) Procurement Website at <http://des.wa.gov/services/ContractingPurchasing/Business/Pages/WEBSRegistration.aspx>. All RFQ amendments or bidder questions/OFM answers will be posted on the OFM website and on WEBS.

**PROJECT TITLE: Personnel Resources Board – Mediation & Hearing Officers**

**PROPOSAL DUE DATE: October 6, 2017 ~~October 3, 2017~~, 3:30 PM**, Local Time, Olympia, Washington, USA

**EXPECTED TIME PERIOD FOR CONVENIENCE CONTRACTS: November 1, 2017 – June 30, 2020.**

**CONSULTANT ELIGIBILITY: This procurement is open to those consultants that satisfy the minimum qualifications stated herein and who are available for work in Washington State.**

**CONTENTS OF THE REQUEST FOR QUALIFICATIONS AND QUOTATIONS:**

- 1. Introduction**
- 2. General Information for Bidders**
- 3. Proposal Contents**
- 4. Evaluation and Selection**
- 5. Exhibits**
  - A. Certifications and Assurances**
  - B. Sample General Terms and Conditions**