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MEMORANDUM

TO: Jeb Spaulding, Secretary of Administration
THROUGH: Christine Oliver, Deputy Secretary of Agency of Human Services *CMO*
FROM: Lindsey Tucker, Deputy Commissioner, DVHA *LT*
DATE: April 17, 2012
RE: Sole Source approval request for Vermont Campaign for Health Care Security Education Fund, Contract #21865, Contract Term: May 24, 2012 – November 10, 2012, Maximum Amount: \$55,000

In building Vermont's Health Benefits Exchange, the Department of Vermont Health Access (DVHA) wishes to obtain input from individuals and organizations with significant experience and expertise in working with low-income Vermonters to ensure that the Exchange will serve them well. Specifically, DVHA seeks advice in the design of the following Exchange functions: outreach and education strategy, call center, web portal, and the application and enrollment process.

The Vermont Campaign for Health Care Security Education Fund (the "Campaign") is a broad-based, non-partisan organization committed to creating and supporting outreach initiatives that facilitate popular understanding of and expand accessibility to publicly funded state health insurance programs. The Campaign also educates Vermonters on the affordability crisis in health care, and on the benefits of making health care available and affordable to every citizen, eliminating barriers to care, ensuring the adequate funding and financial sustainability of Vermont's health care system, and improving the safety and quality of care.

The Campaign will draw upon its extensive experience to provide DVHA with insight into the needs of Vermonters with low income and/or special enrollment challenges and will provide written feedback on the draft documents submitted by contractors charged with designing certain aspects of the Exchange. This feedback invaluable in assuring the Exchange meets the needs of low-income Vermonters.

The Campaign is uniquely qualified to provide assistance to the Exchange contractors because of its experience in providing outreach and education during the roll-out and implementation of the Catamount Health and Employer-Sponsored Insurance programs beginning in 2007. In addition, over the past five years, the Campaign has fielded many complaint calls from applicants for and beneficiaries of these programs. From this experience, the Campaign has accumulated considerable knowledge regarding the strengths and weaknesses of various functions such as the current State-operated call centers and the eligibility and enrollment processes. Therefore, we respectfully request that you waive the provisions of Bulletin 3.5 that require a competitive bid process that we may pursue a sole source contract with this uniquely qualified entity.

APPROVAL:

Jeb Spaulding

 JEB SPAULDING, SECRETARY OF ADMINISTRATION

DATE

05/24/12
 MAY 23 2012