



Housing Authority of the City of Pittsburgh

Contracting Officer
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October 6, 2014

Life Insurance, Long Term Disability and Accidental Death & Dismemberment Insurance Rebid RFP#600-25-14 Rebid

ADDENDUM NO. 2

This addendum issued October 6, 2014 becomes in its entirety a part of the Request for Proposals RFP#650-25-14 Rebid as is fully set forth herein:

Item 1: Q: Can you confirm the current rates
A: Rates will not be supplied. That is what the vendor will provide to HACP.

Item 2: Q. How many union groups/Collective Bargaining units does the HACP work with? Which Unions? Contract Renewals?

A. There is currently a total of six Collective Bargaining agreements:

- Operating Engineers Local #95
- Painter Local Union #6
- PGH Building & Construction Trades Council
- Service Employees International Union Local No 32BJ
- Teamster Local Union No. 249
- Teamster Local 250

All contracts are set to renew on 01/01/2015.

Item 3: Q: 3 year rate history for all LOC
A: Please refer to Item 1.

Item 4: Q: Is there any flexibility to modify benefit or propose alternative plan designs?
A.: All proposals that are submitted and meet the requirements in the Scope of Service will be reviewed.

Item 5: Q.: How are benefits currently communicated and enrolled?

A. During New Hire Orientation, eligible employees receive the benefits packet that includes the Summary of Benefits for all plans, and provider enrollment form. Enrollments are processed by the HR dept. via the provider's Employer Portal. During open enrollment all eligible employees receive a packet that includes Summary of Benefits for all plans, and provider enrollment form.

Item 6: Q.: Is there an HRIS/HRM in place? If so, what is the system, what functions are utilized?

A. Current HRIS is Ceridian HR/Payroll Web. This system is used to manage employee benefits, recordkeeping, payroll deductions, etc.

Item 7: Q.: Can we respond to all RFP's in a consolidated fashion ie. One set of required forms (section3, MBE, etc.) and sections for each LOC in each binder?

A. No, separate proposals are required for each RFP.

Item 8: Q.: Can you please share the RFP document in another format other than .PDF (word, excel, etc.)? In order to prepare our RFP responses it would be helpful to have this in another format to avoid re-typing the entire document.

A. No, the RFP will not be provided in another format.

Item 9: Q.: Can you share the current rates and volumes?

A. Rate: Please refer to Item 1.

Volumes: Current Total Volumes:

ADD (276 Employees) - \$13,429,000.00

Life (276 Employees) - \$20,018,000.00

LTD (246 Employees) - \$7,139,456.94

Item 10: Q.: Can you explain why the AD&D maximum is different than the Life maximum? Normally these two coincide with each other.

A. That is that way the plan has been design in the past and will not be changing at this time.

Item 11: Q.: Can questions/answers discussed during the Pre-Submission meeting be shared as an addendum?

A. Anything said in the Pre-Submission meeting does not change the RFP as written, unless issued in the form of a signed addendum. Answers provided in during the pre-submission meeting will only be officially, if the question(s) is/are submitted in writing. Attendees were advised to submit their questions in writing, so that they could officially be answered.

Item 12: Q.: I see this RFP is being issued as a Rebid can you advise as to why the RFP is being reissued?

A. The RFP was reissued to ensure that maximum competition was achieved.

Item 13: The proposal due date is revised to October 13, 2014. The time and location remain unchanged at 2:00 PM at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

END OF ADDENDUM NO. 2



Mr. Kim Detrick
Procurement Director/Contracting Officer

October 6, 2014

Date