



# Housing Authority of the City of Pittsburgh

Contracting Officer  
100 Ross Street, 2<sup>nd</sup> Floor Suite 200  
Pittsburgh, PA 15219  
(412) 456-5116  
www.hacp.org

**February 14, 2023**

## **Group Term Life, AD&D and LTD Benefits Rebid RFP #650-28-22-REBID**

### **ADDENDUM NO. 1**

This addendum issued February 14, 2023 becomes in its entirety a part of the RFP #650-28-22-REBID as is fully set forth herein:

**Item 1:** Q: Why was this put to a rebid? Was there qualified and suitable bids the first time around?

**A: The Housing Authority of the City of Pittsburgh only received one bid and based on HUD procurement rules the procurement must be rebid.**

**Item 2:** Q: Will you accept a bid from an agent vs a provider provided there are no additional fees? Using an agent to get to a provider/carrier?

**A: We will only accept bids from providers/carriers, no brokers or agents please.**

**Item 3:** Q: What is the lowest acceptable score and will you consider limited references? As an agent my experience will be dwarfed by the provider I work with and I admittedly do not have any housing authority experience.

**A: We will only accept bids from providers/carriers, no brokers or agents please.**

**Item 4:** Q: Are a MBE/WBE or other diversity staffing program required? As an agent I would be my only employee and would not have a program.

**A: You are not required to hire a staff member to fulfill the MBE/WBE goals. We encourage you to reach out to 10 certified MBE's and 10 certified WBE's in writing. The MBE's and WBE's would be subcontractors.**

**Item 5:** The bid due date, time, and location remain unchanged at February 21, 2023 at 10:00 AM, at the HACP Procurement Dept., 100 Ross St. 2nd Floor, Suite 200, Pittsburgh, PA 15219.

**Item 6:** The Housing Authority of the City of Pittsburgh will **only be accepting physical bids dropped off in person from 8:00 AM until the closing time of 10:00 AM on February 21, 2023** in the lobby of 100 Ross St. Pittsburgh, PA 15219. Proposals may still be submitted electronically:

<https://www.dropbox.com/request/FONdJeSYunh5LI2BL6Da> and may still be mailed via USPS at which time they will be Time and Date Stamped at 100 Ross Street 2nd Floor, Suite 200, Pittsburgh, PA 15219. All proposals must be received at the above address no later than February 21, 2023 at 10:00 AM regardless of the selected delivery mechanism.

**END OF ADDENDUM NO. 1**

*Kim Detrick*

Kim Detrick (Feb 14, 2023 08:32 EST)

Mr. Kim Detrick  
Procurement Director/Chief Contracting Officer

**Feb 14, 2023**

Date