



Housing Authority of the City of Pittsburgh

Contracting Officer
412 Boulevard of the Allies, 6th Floor
Pittsburgh, PA 15219
(412) 456-5116
www.hacp.org

October 3, 2025

Dental Insurance for HACP Employees and Retirees RFP #650-21-25

ADDENDUM NO. 3

This addendum, issued October 3, 2025, becomes in its entirety a part of the Request for Proposals RFP #650-21-25 as is fully set forth herein:

Item 1: Q: Dental carriers require claims experience for any company with more than 200 employees enrolled. With that, Can [HACP] provide us with a trailing 24 months of monthly breakdown of claims, paid premiums, covered contracts, etc.

A: Please see *Attachment N - Dental Claims Report*.

Item 2: Q: Can [HACP] provide us with any rate / renewal history?

A: This information is a Right to Know Request. The Right to Know Request contact and form can be found on our website (www.hacp.org) on the contact tab under Open Records Officer.

Item 3: Q: What Ben Admin system does HACP utilize to feed eligibility files to the carrier system?

A: The HACP uses Dayforce as the Human Resources Information System (HRIS).

Item 4: Q: Are you receiving a medical bundle discount by placing the dental with UPMC? If yes, when does that expire?

A: The awards for medical, dental, and vision are based upon separate RFPs.

Item 5: Q: HACP provided a top provider report, but this would be needed in excel to analyze

A: An Excel file titled *Attachment O - Top Dental Providers* has been uploaded to our website www.hacp.org and is available to view and download.

Item 6: Q: Due to cyber security requirements/concerns, we are unable to utilize DropBox for proposal uploads. Would HCAP use our eShare platform which has the same capabilities? Or accept the proposal via secure email?

A: Proposals cannot be accepted by email. Offerors may either submit via the Dropbox file request or have physical copies sent to HACP.

Item 7: Q: Given the extensivity of the legal documents and contracts included with this RFP, additional time is needed to ensure a complete and thorough review. Would the Housing Authority of the City of Pittsburgh be willing to provide an extension to October 17th?

A: **No. Please refer to Item 12 for the RFP due date.**

Item 8: Q: Is HACP considering alternative effective dates (February 1st or March 1st)?

A: **No.**

Item 9: Q: In the context of a fully insured vision insurance contract where the majority of the contract value reflects vision claims payments to providers, can you clarify:

- are the participation thresholds for MBE/WBE intended to apply to the entire premium amount, or
- are the participation thresholds meant to apply only to the administrative/service component of the fully insured premium that is under the contractor's direct control?

A: **The participation goals percentages would apply to the total NTE amount of the agreement between HACP and the selected Offeror.**

Item 10: Q: Please confirm the UCR level.

A: **Please see *Attachment M - Dental Schedule of Benefits*.**

Item 11: Q: Is HACP requesting that the 2026 rates be held for 3 years OR requesting rate caps for years 2 and 3 on the dental RFP?

A: **No, HACP is requesting a maximum cap of 10% year over year (i.e. year over year increase is not to exceed 10%). We are requesting rate caps for years 2 and 3 on the dental RFP (and any subsequent years should we exercise the optional renewals).**

Item 12: The due date, time, and location remain unchanged at October 10, 2025, at 10:00 a.m., at the HACP Procurement Dept., 412 Boulevard of the Allies 6th Floor, Pittsburgh, PA 15219.

Item 13: The Housing Authority of the City of Pittsburgh will **only accept physical proposals dropped off in person from 8:00 AM until the closing time of 10:00 a.m. on October 10, 2025**, in the lobby of the One Stop Shop at 412 Boulevard of the Allies, Pittsburgh, PA 15219.

Proposals may still be submitted electronically via:

<https://www.dropbox.com/request/ovZg72IXFBrfSMELjaY>

Sealed proposals may still be mailed via USPS at which time they will be time and date stamped at 412 Boulevard of the Allies, 6th Floor - Procurement, Pittsburgh, PA 15219. All proposals must be received at the above address no later than October 10, 2025, at 10:00 a.m. regardless of the selected delivery mechanism.

END OF ADDENDUM NO. 3



Mr. Brandon Havranek
Associate Director of Procurement/Contracting Officer

October 3, 2025

Date