



# Housing Authority of the City of Pittsburgh

Contracting Officer  
412 Boulevard of the Allies, 6<sup>th</sup> Floor  
Pittsburgh, PA 15219  
(412) 456-5116  
[www.hacp.org](http://www.hacp.org)

**October 3, 2025**

## **Vision Insurance for HACP Employees and Retirees RFP #650-22-25**

### **ADDENDUM NO. 3**

This addendum, issued October 3, 2025, becomes in its entirety a part of the Request for Proposals RFP #650-22-25 as is fully set forth herein:

**Item 1:** Q: Due to cyber security requirements/concerns, we are unable to utilize DropBox for proposal uploads. Would HACP 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 2:** 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 6 for the RFP due date.**

**Item 3:** Q: Is HACP considering alternative effective dates (February 1st or March 1st)?

**A: No.**

**Item 4:** 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 5:** Q: Is HACP requesting that the 2026 rates be held for 3 years OR requesting rate caps for years 2 and 3 on the Vision 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 Vision RFP (and any subsequent years should we exercise the optional renewals).**

**Item 6:** 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 6<sup>th</sup> Floor, Pittsburgh, PA 15219.

**Item 7:** 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/ovZg72IXFBrfSMeELjaY>

Sealed proposals may still be mailed via USPS at which time they will be time and date stamped at 412 Boulevard of the Allies, 6<sup>th</sup> 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**



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Mr. Brandon Havranek  
Associate Director of Procurement/Contracting Officer

October 3, 2025

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Date