

# PENNSYLVANIA HEALTH INSURANCE EXCHANGE AUTHORITY

Date:	<b>April 29, 2020</b>
Subject:	<b>Pre-Proposal Skype Meeting/Conference Call Correction</b>
Solicitation:	<b>RFP# PHIEA 20-01 Exchange Assister Services</b>
Due Date/Time:	<b>May 15, 2020 12:00 PM</b>
Addendum Number:	<b>3</b>

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To All Suppliers:

The Commonwealth of Pennsylvania defines a solicitation "Addendum" as an addition to or amendment of the original terms, conditions, specifications, or instructions of a procurement solicitation (e.g., Invitation for Bids or Request for Proposals), including but not limited to questions and answers, which are considered a material part of the solicitation.

**Please see the following update:**

Addendum 3 does the following:

1. **Corrects the day of the Pre-Proposal Skype Meeting/ Conference Call as presented on Page 1 from:**

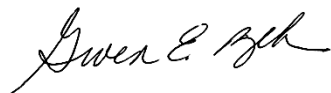
April 29, 2020 1:30 PM – 2:30 PM

**to:**

April 30, 2020 1:30 PM – 2:30 PM

Except as clarified and amended by this Addendum, the terms, conditions, specifications, and instructions of the solicitation and any previous Addendum(s), remain as originally written.

Regards,



Gwen E. Zeh, Issuing Officer  
PA Health Insurance Exchange Authority  
312-318 Market Street, Bowman Tower, Floor 3  
Harrisburg, PA 17101  
Email: [gzeh@pa.gov](mailto:gzeh@pa.gov)

**ADDENDUM 3**  
**NOTIFICATION OF PRE-PROPOSAL SKYPE MEETING/  
CONFERENCE CALL AND**  
**EXTENSION OF QUESTION SUBMITTAL DEADLINE**

The Pennsylvania Health Insurance Exchange Authority (PHIEA) has received inquiries regarding how Small Diverse Businesses (SDB) and Veteran Business Enterprises (VBE) can identify potential offerors for RFP# PHIEA 20-01, Exchange Assister Services. In an effort to address these concerns, PHIEA is scheduling a special Pre-Proposal Skype Meeting/Conference Call for Thursday, April 30, 2020 from 1:30 – 2:30 PM. This call will be dedicated to covering the SDB/VBE participation submittals. Audrey Smith, Procurement Liaison for the PA Department of General Services Bureau of Diversity, Inclusion and Small Business Opportunities (BDISBO) will provide a presentation on the topic which will be followed by a question and answer period. PHIEA anticipates Ms. Smith's presentation to take approximately 20 to 30 minutes, after which we will permit attendees to hold an open conversation which can include the introduction of potential prime offerors and SBE/VBE owned businesses.

To join this Skype meeting/call:

If you have Skype, click on this link [Join Skype Meeting](#)  
Otherwise [Try Skype Web App](#) and you can join as a guest.

If you need to join by phone (you won't see the presentation) call:  
Toll number: 1 (267) 332-8737, Conference ID: 418646045#

PHIEA asks all who are interested in the procurement to submit the following information to Gwen Zeh at [gzeh@pa.gov](mailto:gzeh@pa.gov) prior to the Pre-Proposal Skype Meeting/Call:

Individual Name  
Company Name  
Email Address  
Telephone #  
Interest (Prime or Sub)

The list of companies who provide this information prior to and during the meeting/call will be distributed as an outcome of the Pre-Proposal Skype Meeting/Conference Call (along with the BDISBO presentation) via a post-meeting addendum as well as an email to all on the list.

Additionally, PHIEA will be extending the Question Submittal Deadline from April 29, 2020 at 12:00 PM to May 5, 2020 at 12:00 PM.