

**TAMPA-HILLSBOROUGH COUNTY
EXPRESSWAY AUTHORITY**

Letter of Clarification No. 1

FOR

Request for Qualifications (RFQ)

Insurance Broker Services

RFQ L-00221

Letter of Clarification No. 1 ~ RFQ No. L-00221

Date of Letter of Clarification: March 17, 2021

To all prospective respondents:

The following responds to questions received on the solicitation reference above:

Question 1:	Please provide a copy of the current insurance policies that are part of the insurance that will be handled by the Insurance Broker awarded the contract.
Response 1:	Please send an email request to Man.Le@tampa-xway.com to access these documents via the Authority's file sharing. There are numerous documents.
Question 2:	Please provide a premium summary by policy/line of insurance for the Authority's Insurance program for the last three to five (3-5) years.
Response 2:	Please send an email request to Man.Le@tampa-xway.com to access these documents via the Authority's file sharing. There are numerous documents.
Question 3:	Are respondents to the RFQ expected to include the cost of our services as part of the initial written response to the RFQ that is due on April 6, 2021 ?
Response 3:	Any fees to be charged should be included in your response.

Respondents MUST acknowledge receipt of this Letter of Clarification by signing, dating and returning the completed Acknowledgement of Receipt of Letter of Clarification/Addendum form with the bid package.

All other items, conditions, and specifications in the procurement document not specifically changed by the Addendum remain unchanged.

Please send all questions to THEA's Procurement Manager, Man Le, via email at Man.Le@tampa-xway.com.

**ACKNOWLEDGEMENT OF RECEIPT OF ADDENDUM and/or LETTER OF
CLARIFICATION**

Were Addenda issued on this Solicitation?

Yes

No

Were Letter of Clarification issued on this Solicitation?

Yes

No

I (We) hereby acknowledge receipt of the following Addendum/Addenda issued in reference to this solicitation by listing the Addenda by number, date and signing the form:

Addendum _____ Date: _____

Addendum _____ Date: _____

Letter of Clarification _____ Date: _____

Letter of Clarification _____ Date: _____

BIDDER:

By: _____

Authorized Signature

Printed Name of Signer

Title of Signer

Date Signed

[END OF ACKNOWLEDGMENT OF RECEIPT FORM]