



**THE PHILADELPHIA PARKING AUTHORITY
701 MARKET STREET – SUITE 5400
PHILADELPHIA, PA 19106**

**REQUEST FOR PROPOSALS PROFESSIONAL ACTUARIAL SERVICES
PROPOSAL No. 15-24**

NOTICE TO PROPOSERS

The Philadelphia Parking Authority is soliciting written proposals for Professional Actuarial Services from qualified vendors for their self-funded insurance plan. Sealed proposals will be received until 2:00 PM on Tuesday, January 5, 2016, by the Philadelphia Parking Authority (“the Authority”), a body corporate and politic created under the laws of the Commonwealth of Pennsylvania in accordance with the Act of June 19, 2001, P.L. 287, No. 22, as amended, known as the “Parking Authority Law,” in the offices of the Authority, located at 701 Market Street, Suite 5400, Philadelphia, PA 19106.

Documents will be available for download at the Parking Authority’s website, www.philapark.org, Wednesday, December 9, 2015. Vendors interested in downloading the documents from the Authority’s website must first register with Mary Wheeler, Manager of Contract Administration, by submitting your name and contact information to mwheeler@philapark.org. Vendors must be registered to be eligible to submit a proposal for this solicitation.

Prospective Proposers are encouraged to submit questions from date of issuance until December 23, 2015 at 2:00 PM. Please forward all questions to Mary Wheeler via email at mwheeler@philapark.org. Only questions submitted in writing will be addressed. Proposals are due no later than 2:00 PM on Wednesday, January 5, 2016.