

TUCSON AIRPORT AUTHORITY

NOTICE OF REQUEST FOR PROPOSALS

EMPLOYEE GROUP BENEFITS BROKER AND CONSULTANT

The Tucson Airport Authority (TAA) is seeking written Proposals and interest from qualified insurance brokers to provide professional services including, but not limited to, marketing of insurance coverage, negotiations with underwriters and carriers, conduction of open enrollment meetings, review and analysis of existing programs, and development of wellness initiatives.

Pre-Proposal Conference: A non-mandatory pre-proposal meeting will be held October 18, 2023, at 9:30 a.m. Local Tucson Time, at the Tucson Airport Authority Administrative Offices, Catalina Room, Tucson International Airport, 7250 South Tucson Boulevard, Suite 300, Third Level, Tucson, Arizona 85756.

Proposal Deadline: Proposals must be received by 2:00 p.m. local Tucson time on November 2, 2023, at the TAA Administration Office, Tucson International Airport, 7250 South Tucson Boulevard, Suite 300, Third Level, Tucson, Arizona 85756. Proposals received after that time will not be accepted.

A copy of the Request for Proposals may be obtained beginning Tuesday, October 3, 2023, by contacting Kathy Myers via email at kmyers@flytucson.com. TAA assumes no obligation for any costs incurred by any party in preparing Statements of Qualifications, attending an interview, or any other activity prior to award of the broker contract to the selected insurance broker.