



Date: February 10, 2026

REQUEST FOR QUOTES INSURANCE AND RISK MANAGEMENT CONSULTING SERVICES

The Connecticut Housing Finance Authority (“CHFA”) requests written quotes from qualified firms for insurance/risk management consulting services.

CHFA, a body politic and corporate constituting a public instrumentality and political subdivision of the State of Connecticut, was created in 1969 and operates pursuant to Chapter 134 of the Connecticut General Statutes, as amended. CHFA’s purpose is to help alleviate the shortage of affordable housing for low-income and moderate-income families and persons in Connecticut by providing single family mortgages, financing for rental housing, and mortgages for the purchase, development, and construction of housing. For additional information about CHFA, please reference CHFA’s website at www.chfa.org.

Scope of Services:

CHFA is seeking the services of an insurance/risk management consultant to perform a review and provide advice regarding CHFA’s current insurance requirements for:

1. vendors with which CHFA hires to perform different services such as:
 - Building maintenance (janitorial, electricians, plumbers, trash pickup, etc.)
 - Professional services (external auditors, financial advisor, legal counsel, etc.)
 - Information technology (equipment, software, consulting, development, etc.)
 - Agencies for temporary personnel

2. multifamily projects for which CHFA has an interest which could include but not be limited to:
 - Construction-only loans
 - Construction/permanent loans
 - Permanent-only loans
 - Special financing

The selected firm must have the capacity to provide the following services:

1. Based on a comprehensive review of the risk management needs of CHFA, review CHFA's existing insurance requirements and make recommendations on appropriate specifications and levels of insurance coverage.
2. Be available from time to time to provide advice to CHFA within two business days on risk management questions, potential risk exposures, and insurance needs.

Requested Information:

Please respond to CHFA no later than **12:00 p.m.**, on **March 12, 2026**, by emailing your response to RFP.RFQ@chfa.org with the following:

- 1) Provide a brief overview of the individual/firm. Indicate the total number of staff and team available to CHFA. Provide a summary of the professional background of any individual(s) who would be assigned to work with CHFA.
- 2) Provide a summary of the key strengths and qualifications of you or your firm to serve as an insurance/risk management consultant to CHFA.
- 3) Please provide an hourly rate or range of rates at which the services would be billed.
- 4) Please provide as references, a minimum of three clients for whom your firm has performed similar and substantial services. Please include the name of the person to contact, their phone number and email address. Please include as references any other State of Connecticut agencies or departments that have engaged your firm to perform services.
- 5) Describe your presence in Connecticut, if any, including corporate existence in Connecticut, whether formed in Connecticut or authorized to do business in the state. This may include, but not be limited to, information on the number of offices your firm maintains in Connecticut, the location of such offices, the number of Connecticut residents employed in those offices, and payroll and corporate taxes paid in Connecticut. If your firm currently is not registered with the Connecticut Secretary of State, please indicate whether your firm will register if your firm is awarded a contract.
- 6) Firms/individuals should supply, if applicable, Small/Minority Business Enterprise Certificate.
- 7) Firms/individuals should supply a copy of any applicable licenses and other certifications, including Connecticut Certified Insurance.
- 8) Please submit any questions to RFP.RFQ@chfa.org no later than **February 23, 2026**.
- 9) Selected firm(s) will be required to execute a contract satisfactory to CHFA and will agree that it will comply with the provisions of Connecticut General Statutes applicable

to contracts with CHFA including, but not limited to, nondiscrimination and affirmative action provisions.

- 10) Selected firm(s) will be required to provide documentation regarding professional liability, in limits identified in “CHFA Insurance Requirements” attached.

CHFA reserves the right to:

- a. Reject any and all responses received to this request;
- b. Negotiate the fees contained in any submission;
- c. Waive or modify any irregularities in submissions received;
- d. Award contracts in any manner necessary to serve the best interest of CHFA and the State of Connecticut, without obligation to accept a quote based upon the lowest fee schedule; and
- e. Request additional information as determined necessary or request some or all firms or individuals responding to make oral presentations.

All quotes and required documentation must be submitted to RFP.RFQ@chfa.org by **12:00 p.m.** on **March 12, 2026**.

Thank you for your interest in the Connecticut Housing Finance Authority.

*The Connecticut Housing Finance Authority is
an Affirmative Action/Equal Opportunity Employer.*