

THE PORT AUTHORITY OF NY & NJ

**PROCUREMENT DEPARTMENT
2 MONTGOMERY STREET, 3RD FL.
JERSEY CITY, NJ 07302**

October 7, 2013

**ADDENDUM #1
RFP NO. 34575**

REQUEST FOR PROPOSALS FOR PERFORMANCE OF EXPERT PROFESSIONAL ARCHITECTURAL/ENGINEERING INDEFINITE QUANTITY SERVICES CONTRACT (IQCs) FOR THE DESIGN OF FEDERALLY FUNDED SUPERSTORM SANDY RELATED REPAIR AND RESILIENCY PROJECTS ON AN “AS-NEEDED” BASIS DURING 2013 THRU 2017

Dear Sir/Madam,

The Port Authority of New York & New Jersey hereby amends the subject Request for Proposals (RFP) Letter dated September 23, 2013 as follows:

DUE DATE FOR PROPOSALS IS CHANGED AS FOLLOWS:

CURRENT DATE OF OCTOBER 15, 2013 AT 2:00 P.M. IS CHANGED TO READ “OCTOBER 22, 2013 AT 2:00 P.M.”

I. RFP LETTER

1. Page 2, under “RFP Contents,” delete “Attachment F: Insurance Requirements” in its entirety;
2. Page 2, under “RFP Contents,” after “Attachment G,” delete “Contractor Quality Program Requirements” and replace with “Commercial Liability Insurance and Workers’ Compensation Insurance;”
3. Page 3, under “I. Submission of Proposals:,” paragraph A, delete “The Proposal should not be more than 50 pages (double-sided) using 12 point or greater font size,” and replace with “If submitting on one Group, proposal should not be more than 25 pages (double-sided) using 12 point or greater font size, not including resumes and attachments. If submitting on both Groups, proposal should not be more than 50 pages (double-sided) using 12 point or greater font size;”
4. Page 3, under “I. Submission of Proposals:,” paragraph C., after the end of the first sentence, insert, “Group 1 and Group 2 proposals must be separated in individual sealed envelopes and clearly labeled “Group 1” or “Group 2”.”

5. Page 3, under “I. Submission of Proposals;” paragraph F, delete the reference to “October 15, 2013” and replace with “October 22, 2013;”
6. Page 9, Section G. Background Qualifications Questionnaire on page 9 of the RFP is modified to read: “The Proposer shall submit a completed Background Qualifications Questionnaire (BQQ) as required for all consultants, subconsultants, contractors and vendors providing services to the Port Authority of New York and New Jersey.” The remainder of the paragraph is unchanged.
7. Page 11, after the end of paragraph I.3, insert a blank line and insert:
“J. MISCELLANEOUS INFORMATION:
Any information that is required but does not have a section labeled above.”
8. In the RFP Letter, Attachment D, Attachment D-1 and the Port Authority Standard Agreement, replace all references to “Appendix D” with “Attachment D.”

II. PROPOSERS QUESTIONS AND ANSWERS

The following information is made available in response to questions submitted by prospective Proposer(s). It should not be deemed to answer all questions, which have been submitted by Proposer(s) to the Port Authority. It addresses only those questions, which the Port Authority has deemed to require additional information and/or clarification. The fact that information has not been supplied with respect to any questions asked by a Proposer(s) does not mean or imply, nor should it be deemed to mean or imply, any meaning, construction, or implication with respect to the terms.

1	<i>Question</i>	Is it a valid assumption that the Port Authority will be issuing an RFP for project and/or program management work for Super Storm Sandy repair and/or resilience projects for PATH and/or resilience projects for the Aviation, Port Commerce and Tunnels, Bridges & Terminals Departments?
	<i>Answer</i>	Not at this time.
2	<i>Question</i>	If the Port Authority were to issue one or more Requests for Proposals for project and/or program management work for Super Storm Sandy repair and/or resilience projects, would there be a conflict between any of those Requests for Proposals and the subject RFP? In other words, if a firm were successful on the subject RFP, would it be precluded from being awarded any of the project and/or program management RFPs? Please answer separately with respect to Groups 1 and 2 work in the subject RFP.
	<i>Answer</i>	If a conflict arises in either Group, it will be handled on a case-by-case basis by the Authority. Actual circumstances will define the acceptability of, or the non-appropriateness of, a mitigation plan.

3	Question	On the US DOT website it states: "The U.S. Department of Transportation's DBE (disadvantaged business enterprise) program provides a vehicle for increasing the participation by MBEs in state and local procurement." Does the DBE participation in this case also include MBE and WBE?
	Answer	Only firms certified as DBEs can count towards the DBE goal.
4	Question	Is there a way for proposers and subconsultants to check if the Authority has an up-to-date version of their Background Qualifications Questionnaire?
	Answer	No
5	Question	Is it permissible for a consultant to pursue the subject project in both a prime and sub consultant capacity?
	Answer	Yes, but not in the same Group. A responder may propose as a prime for one Group, and as a subconsultant for another Group.
6	Question	Clarify the prerequisites are only for the Prime, not for a subconsultant
	Answer	The proposing firm is the only responsible entity for completion and submission of the Prerequisites as part of their proposal.
7	Question	Are there any sections of the Proposal submission requirements that are excluded from the Page count?
	Answer	The page limit consists of the following subsections of paragraph V. Proposal Submission Requirements: A (excluding resumes), B, and C. All other forms and attachments are excluded from the page count.
8	Question	The requirements for Attachment C-1 and C-2 are mentioned in two different places in the RFP: Once on page 5 in the Proposer Prerequisites Section and the other on page 7 in the Firm Qualifications Section. Where exactly and in which section does PANYNJ prefer to see these two forms included?
	Answer	The two forms should be included in the firm's proposal under the Section entitled "Firms Qualifications and Experience."
9	Question	Confirm that we can leave the dollar value and percentage blank for Attachment D-2 due to the on-call nature of these services.
	Answer	Yes
10	Question	The Lobbying form for FTA and FEMA are the same in content. Should we submit the same form twice?
	Answer	Yes, the forms should be completed and submitted for both FTA and FEMA. Submit under section "J. Miscellaneous".
11	Question	Page 7, what is the difference between the third bullet, "Duration of the Contract" and the fourth bullet, "Date(s) the services were provided"? Aren't they the same?
	Answer	Not necessarily, it depends on the terms and conditions of the contract/agreement.

12	Question	Does the subconsultant need to submit financial information to satisfy the Authority's prerequisites?
	Answer	No
13	Question	Does the subconsultant need to submit the FTA and FEMA forms in addition to the D-2 and D-3 forms?
	Answer	The prime only.
14	Question	Please clarify the pre-requisites are only for the Prime, not for a subconsultant.
	Answer	Correct. The Proposing entity (prime) is only responsible for the completion and submission of the pre-requisites.
15	Question	Does the subconsultant need to submit financial information to satisfy the Authority's pre-requisites?
	Answer	The subconsultant does not need to submit financial information, this is only for the proposing firm (prime).

Should you have any questions, please e-mail them to **Peter Staples** at **pstaples@panynj.gov**. **All such emails must have "RFP Number 34575 in the subject line.** All questions should be submitted no later than 2:00 P.M. (EST) on **October 10, 2013**. Neither Mr. Staples nor any other employee of the Authority is authorized to interpret the provisions of this RFP or accompanying documents or give additional information as to its requirements. If interpretation or additional information is required, it will be communicated by written addendum issued by the Authority and such writing shall form a part of this RFP, or the accompanying documents, as appropriate.

The Port Authority makes no representations, warranties or guarantees that the information contained herein is accurate, complete or timely or that such information accurately represents the conditions that would be encountered during the performance of the Agreement. The furnishing of such information by the Port Authority shall not create or be deemed to create any obligation or liability upon it for any reason whatsoever and each Proposer, by submitting its proposal, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold the Port Authority liable or responsible therefore in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise, of the Port Authority, its directors, officers, agents, representatives, or employees, oral or in writing, shall impair or limit the effect of the warranties of the Proposer(s) required by this Proposal or Agreement and the Proposer(s) agrees that it shall not hold the Port Authority liable or responsible therefore in any manner whatsoever.

This communication should be initialed by you and annexed to your response to the above-referenced RFP upon submission.

In case any proposer fails to conform to these instructions, its submission will nevertheless be construed as though this communication had been so physically annexed and initialed.

THE PORT AUTHORITY OF NY & NJ

RICHARD PEREZ, MANAGER
WTC SITE PROCUREMENT PROJECTS

PROPOSER'S FIRM NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO PETER STAPLES, WHO CAN BE REACHED AT pstaples@panynj.gov (**preferred method**) or (212) 435-5694.