

November 7, 2017

SUBJECT: REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF EXPERT PROFESSIONAL CAPTIVE MANAGEMENT SERVICES FOR THE PORT AUTHORITY'S CAPTIVE INSURANCE COMPANY (RFP #51024) – ADDENDUM #1

Dear Sir or Madam:

The Port Authority of New York and New Jersey hereby amends the subject Request for Proposals (RFP), dated October 30, 2017, as follows:

RFP Letter

On page one, Section I. Proposer Requirements, Letter A, delete in its entirety and replace the sentence with: “The Captive Manager must have been in existence for at least five (5) years.”

The following is a question from a Request for Proposals (RFP) recipient. The question and the corresponding Authority answer is provided for your information and use, as appropriate.

Question #1: The RFP requests a presence in Washington D.C. However, of the 44 approved captive managers in DC (<https://disb.dc.gov/page/approved-captive-managers>) only 5 have locations listed in DC. The Department of Insurance, Securities and Banking does not require captive management firms to maintain a physical presence in D.C. Please confirm if it was the Authority's intent to limit the RFP response to the 5 companies with a DC location?

Answer #1: No, we are not looking to limit the search to the five firms. The Authority's intent is to engage a firm that has the ability to manage a D.C. domiciled Captive. However, for the Board of Director meetings, the Consultant needs to be physically present in D.C. to participate via conference call with the directors here at 4 WTC.

The date for receipt of proposals for the subject RFP remains at 2:00 P.M. on November 21, 2017.

If you have any questions, please contact Ms. Monika Radkowska at mradkowska@panynj.gov.

Sincerely,

David Gutiérrez, CPPO
Assistant Director
Procurement Department