

November 2, 2017

**SUBJECT: REQUEST FOR PROPOSALS FOR PERFORMANCE OF EXPERT PROFESSIONAL AND TECHNICAL PROJECT MANAGEMENT SERVICES AS REQUESTED ON A “CALL-IN” BASIS DURING 2018 (RFP# 51375) – 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 26, 2017, as follows:

Agreement

1. On page 9, Section 21, item D, after the fourth sentence, skip a line and insert the following:

“Good faith efforts to include and facilitate participation by MBE/WBEs shall include, but not be limited to the following:

- A. Dividing the services and materials to be procured into smaller portions, where feasible.
- B. Giving reasonable advance notice of specific contracting, subcontracting and purchasing opportunities to such MBE/WBEs as may be appropriate.
- C. Soliciting services and materials from Port Authority certified MBE/WBE firms. To access the Port Authority’s Directory of MBE/WBE certified firms, go to <http://www.panynj.gov/business-opportunities/sd-mwsdbe-profile.html>
- D. Ensuring that provision is made to provide progress payments to MBE/WBEs in accordance with prompt payment provisions of the Agreement under which services are being provided, if applicable.
- E. Observance of reasonable commercial standards of fair dealing in the respective trade or business.

MBE/WBE participation goals may be subject to change during the duration of this Agreement and any options or extensions thereof. Any new participation goals determined by the Authority shall be applicable to and considered a part of this Agreement. The current participation goals will be posted on the Authority’s website at <https://www.panynj.gov/business-opportunities/become-vendor.html> as PA Form 4250, “MBE/WBE Participation-Professional Services Call-In”. You must consult PA 4250 prior to proposing on any task orders issued under this Agreement.”

**The date for receipt of proposals for the subject RFP remains at 2:00 P.M. on November 17, 2017.**

If you have any questions, please contact Mr. Thomas Barlotta at [TBarlotta@panynj.gov](mailto:TBarlotta@panynj.gov).

Sincerely,

David Gutiérrez, CPPO  
Assistant Director  
Procurement Department