November 9, 2018

SUBJECT: REQUEST FOR PROPOSALS FOR INDEFINITE QUANTITY CONTRACTS (IQC’s) FOR THE PERFORMANCE OF EXPERT PROFESSIONAL ENGINEERING/ARCHITECTURAL SERVICES ON AN “AS-NEEDED” BASIS FOR MULTI-DISCIPLINE FEDERALLY FUNDED PROJECTS (ARCHITECTURAL LEAD) DURING 2019 THROUGH 2022 – RFP NO. 53247- ADDENDUM # 1

Dear Sir or Madam,

The Port Authority of New York and New Jersey (the Authority) hereby amends the subject Request for Proposal (RFP), dated October 24, 2018.


2) In Section I – Proposer Requirements – delete requirement A and replace with new requirement A below.

   A. Firms shall have a minimum of ten (10) years’ experience, in providing professional Electrical and Mechanical design experience for a variety of transportation and infrastructure projects within the New York and New Jersey metro area for all stages of projects, from planning through design and construction, for federally funded contracts.

3) The following questions were received from a Request for Proposals (RFP) recipients(s). The questions and the corresponding Authority answers are provided for your information and use, as appropriate.

   Question 1: Are sub consultants required to submit the Attachment C – company profile as well?

   Answer 1: No

   Question 2: Do we need to submit the Background Qualification Questionnaire (BQQ) separately to the Office of Inspector General, or with the proposal package, OR both?

   Answer 2: BQQ’s shall be submitted to the Office of Inspector General in accordance with Section V of the RFP Letter.

   Question 3: Are sub consultants required to submit the Background Qualification Questionnaire (BQQ) profile as well?

   Answer 3: Yes, all known sub-consultants at that time of proposal submission.
**Question 4:** Can we format the Attachment E form to suit the proposal standards, as long as the requested information is unmodified?

**Answer 4:** Proposers shall utilize the form provided herein. See revised Attachment E, attached.

**Question 5:** Can we format the Attachment G form to suit the proposal standards, as long as the requested information is unmodified?

**Answer 5:** Proposers shall utilize the form provided with the RFP.

**Question 6:** Please clarify if this proposal requires the 25% DBE requirements listed in the RFP, or the 20% MBE & 10% WBE listed in the contract document (referenced in the RFP requirements as well), or a combination of both. Based on which percentages are required, please clarify which corresponding forms should be submitted.

**Answer 6:** The participation goals are not cumulative.

- For Task Orders with MBE/WBE goals: The Consultant (PA-certified MBE/WBE or not PA-certified MBE/WBE) shall use every good faith effort to achieve the participation goals of 20% for MBE and 10% for WBE utilizing subconsultants who are Authority certified MBEs or WBEs. – Refer to PORT AUTHORITY STANDARD AGREEMENT (SAMPLE), Paragraph 26A.

- For Task Orders with DBE goal: The Consultant (PA-certified MBE/WBE or not PA-certified MBE/WBE) shall use every good faith effort to achieve the DBE participation goal utilizing eligible DBE firms listed on the NYS UCP and NJ UCP websites. – Refer to ATTACHMENT D – DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

**Question 7:** On page 3 of the RFP, under “Proposal Format Requirements”, the text states that, in addition to submitting one reproducible original proposal, responders are also required to submit:

“five (5) copies, along with six (6) copies of your Proposal (Technical only) on compact disc (CD) for review.”

I have two questions in regard to this requirement:

1.) Are the 5 copies mentioned in that line intended to be on compact disc, for a total of 11 compact discs to be submitted, or are the 5 copies mentioned intended to be printed copies, for a total of 6 printed copies (including the reproducible original) and 6 compact discs?

2.) Can you please specify which sections of the proposal are considered “technical only”, as mentioned in that line?
Answer 7:

1) 1 original paper original and 5 additional paper copies and 6 CDs.
2) Technical does not include cost elements, if any. (i.e. – MWBE/DBE forms that may require you to estimate proposed subconsultant values)

If you have any questions, please contact Ms. Joann Spirito, Manager – Federal Procurement & Compliance at JSpirito@panynj.gov

Sincerely,

Joann Spirito
Manager, Federal Procurement & Compliance
Procurement Department
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