

April 9, 2019

**SUBJECT: REQUEST FOR PROPOSALS FOR INDEFINITE QUANTITY CONTRACTS (IQCs) FOR THE PERFORMANCE OF EXPERT PROFESSIONAL PROGRAM MANAGEMENT SERVICES FOR FEDERALLY FUNDED MAJOR CAPITAL PROJECTS ON AN “AS-NEEDED” BASIS DURING 2019 THROUGH 2022 RFP # 56640 - ADDENDUM # 1**

Dear Sir or Madam,

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:** Can you provide clarification on the services and functions required under Task I: Program Controls?

**Answer 1:** Program Controls under this IQC may include but not be limited to areas that support and supplement Program Management activities (cost estimating, scheduling, budget analysis and forecasting, etc.). Individual Task Order requests will specify the requirements for Task Order specific scopes of work.

**Question 2:** Are we permitted to use 10-point font in graphics/tables?

**Answer 2:** Yes.

**Question 3:** Can you confirm that the (Appendix A2, Appendix A4, and the Form PA 3760C) forms referenced in the section below from the subject RFP are not required for this submission, but only to be included with subsequent Task Order proposal submissions?

**L. DBE/MBE/WBE SUBMISSION REQUIREMENTS**

i) DBE Submission Requirements:

In accordance with Attachment D, the Proposer shall submit, with each Task Order proposal: 1) the completed DBE Participation Plan and Affirmation Statement (Appendix A2) for each DBE firm it intends to use on this Contract and, 2) the completed Information on Solicited Firms form (Appendix A4), listing every firm that provided a quotation to the bidder for any subcontract to be performed under this Contract, whether the firms are DBE certified and whether the firms' quotes were included in the final Proposal.

ii) MBE/ WBE Submission Requirements

In Accordance with Attachment D1, the Proposer shall submit, with each Task Order proposal the MBE/WBE Participation Statement (Form PA 3760C).

**Answer 3:** Confirmed.

If you have any questions, please contact Ms. Megan Connors, Principal Contract Specialist, at [meconnors@panynj.gov](mailto:meconnors@panynj.gov)

Sincerely,

Joann Spirito  
Manager, Construction/ Federal Procurement & Compliance  
Procurement Department