

THE PORT AUTHORITY OF NY & NJ

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

7/29/2014

REVISED ADDENDUM #1

To prospective Respondents on RFEI 07112014, **now known as RFEI 38710** – CONTRACT LIFECYCLE MANAGEMENT (CLM) CONTRACT ADMINISTRATION SOLUTION

Originally Due back on 8/1/2014 no later than 2:00 P.M.
NOW DUE BACK on 8/5/2014 no later than 2:00 p.m.

I. CHANGES TO RFEI DOCUMENTS

The following changes are hereby made to the RFEI documents:

- Addendum #1 issued on 7/28/2014 incorrectly referenced 38729 as the new solicitation number. That has been corrected in this REVISED ADDENDUM #1.
- RFEI 07112014 is **now known as RFEI 38710**.
- The due date of this RFEI has been extended until August 5, 2014, no later than 2:00 P.M.
- The feedback survey page limit has been extended from 10 pages to 15 pages.

II. RESPONDENTS' QUESTIONS

The following information is available in response to questions submitted by prospective Respondents. The responses should not be deemed to answer all questions that have been submitted by Respondents to the Port Authority. It addresses only those questions that 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 Respondents does not mean or imply, nor should it be deemed to mean or imply, any meaning, construction, or implication with respect to the terms of RFEI #38729.

The Port Authority makes no representation, warranty or guarantee that the information contained herein is accurate, complete or timely or that such information accurately represents conditions that would be encountered during the performance of the Contract. 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 Respondents, by submitting its submittal, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise of the Port Authority, its Commissioners, officers, agents, representatives or employees, oral or in writing, shall impair or limit the effect of the warranties of the Respondents required by this RFEI or Contract; and the Respondents agrees that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever.

The Questions and Answers numbering sequence will be continued sequentially in any forthcoming Addenda that may be issued.

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Question # 1	What are the types of contracts the Port Authority would be administrating as part of the final deployed solution? Approximately what percentage of total contracts does each type of contract comprise?
Answer # 1	At this time, service contracts, particularly operations and maintenance, are the functions proposers should consider a primary targets for this solution. This should not preclude solutions that encompass contract administration in other areas. The Port Authority does not have the requested percentages.
Question # 2	Is the scope limited to Construction (or related) contracts? If not, would the Port be open to consider deploying a solution separately for Construction related contracts if there is significant business value that can be achieved by deploying a separate solution?
Answer # 2	At this time, service contracts, particularly operations and maintenance, are the functions proposers should consider a primary targets for this solution. This should not preclude solutions that encompass other areas for contract administration
Question # 3	Can the Port Authority provide the total number of construction contracts and what type (indicative if not exact) being awarded every year? Can the Port also share the average duration of the life of these contracts post-award?
Answer # 3	At this time, service contracts, primarily for operations and maintenance (unrelated to construction) are the primary consideration. At any given time, the Port Authority may have 700 to 1000 active service contracts with an average duration of 3 years. .
Question # 4	Can the Port Authority provide information on annual capital (construction) budgets for last 5 years and forecasts for next 3 to 5 years?
Answer # 4	The information sought is not relevant to this RFEI.
Question # 5	Can the Port Authority provide estimates for number of contracts for next 5 years.
Answer # 5	See Answer 3.
Question # 6	How many users will be accessing the software? How many of these are internal users? How many are external users?
Answer # 6	For estimating purposes, the Port Authority may require 200-300 internal users. No known estimated number of external users can be provided at this time.
Question # 7	Have you taken any assistance from external vendors or seen software demonstrations from vendors prior to issuing this RFEI? If so, by which vendors?
Answer # 7	No assistance was provided by external vendors in the preparation of this RFEI. Whether prior demonstrations may have been provided for similar products is not relevant to provide a response to this RFEI.
Question # 8	Would there be a preference given to minority-owned businesses if this RFEI proceeds to an RFP?
Answer # 8	This is not known.
Question # 9	Is there a budget already allocated for this software procurement? Will this RFEI be used to decide the budget for the procurement?
Answer # 9	This information is not relevant to respond to this RFEI.
Question # 10	Does the Port Authority have a preference for solutions that, in addition to contract lifecycle management, may complement your existing capital planning

	and project management tools and processes?
Answer # 10	No preference stated.
Question # 11	In order to ensure vendors are able to include all relevant information requested, would Port Authority consider extending the feedback survey page limit from 10 pages to 15 pages?
Answer # 11	Yes.
Question # 12	Would the Port Authority consider permitting privately held vendors to submit a Dunn & Bradstreet report or other financial information in lieu of their annual earnings figures?
Answer # 12	Yes.
Question # 13	On Section 3 G. Financial Budget & Timeline: is it correct that we do not need to submit the financial budget now and we will submit our financial budget while assisting the PA to perform
Answer # 13	A firm cost proposal is not required. Respondent's should submit some metrics on what average timelines for implementation and cost components and potential expenditures are in the areas set forth in that section.

This communication should be initialed by you and annexed to your RFEI upon submission.

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

THE PORT AUTHORITY OF NY & NJ

LUKE S. BASSIS
MANAGER

INTEGRITY, COMPLIANCE AND CONTRACT REVIEW

RESPONDENT FIRM NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO LUKE BASSIS, WHO CAN BE REACHED AT (201) 395-3440 or at LBASSIS@panynj.gov.