

November 21, 2014

SUBJECT: REQUESTS FOR PROPOSALS FOR AN INDEFINITE QUANTITY CONTRACT FOR PERFORMANCE OF EXPERT PROFESSIONAL STORM MITIGATION AND RESILIENCE INSURANCE ADJUSTMENT AND GRANT MANAGEMENT SERVICES FOR FEDERALLY FUNDED STORM RESILIENCY PROJECTS AS REQUESTED DURING 2015-2016 (RFP #40007) ADDENDUM # 1

Dear Sir or Madam:

The Port Authority of New York & New Jersey (“Authority”) hereby amends the subject Request for Proposals (RFP) letter, dated November 13, 2014, as follows:

RFP Letter –

Page 2, Section II. SUBMISSION OF PROPOSALS, Paragraph B., at end of paragraph, skip a space and add the following paragraph:

“With regard to staff and firm qualifications and experience, subdivide these areas into one or more sections based upon specific areas for which you are proposing: (A) Strategic and Tactical Grant Management and Advisory Support; (B) Database and Performance Management; and (C) Data Analysis. “

The following questions were received from RFP recipients. The questions and corresponding Authority answers are provided for your information and use, as appropriate.

1. Attachment A Section III has listed 3 tasks. Do we need to respond to all 3 categories of services listed below, or can we respond to 2 of the 3 categories?
 - A. Strategic and Tactical Grant Management and Advisory Support
 - B. Database and Performance Management
 - C. Data Analysis

A. *See amended RFP Letter, above. Proposers are asked to respond to the category(ies) of services they can perform.*
2. Can a firm that has strong qualifications for some, but not all, of the tasks outlined in the RFP propose as a prime consultant? This question is raised as the scope says the scope of services “will be defined under individual competitive Task Orders.” A firm selected for this IQC could then propose only on specific competitive Task Orders that would relate to their qualifications.

A. *See Answer #1, above.*
3. If a firm is allowed to propose as a prime due to its strong qualifications for specific tasks in the scope, does it need to meet the DBE requirement? The firm would propose on competitive Task Orders specific to its area of expertise.

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- A. *Every task order must have the 17% DBE requirement. Refer to Standard Agreement Section 20, Disadvantaged Business Enterprise Program, subparagraph E.*
4. If a firm is selected as a prime and has no subconsultants as part of its proposal response but it is later determined that the firm could handle a specific Task Order if it brought a subconsultant on to its team, would that firm be allowed to bring the subconsultant on after the initial award of the IQC?
- A. *Yes*

The due date for receipt of proposals remains **2:00 P.M. on December 5, 2014.**

If you have any questions, please contact Ms. Isabel Amado, Principal Contract Specialist, at iamado@panynj.gov.

Sincerely,

David Gutiérrez
Manager, Construction Procurements
Procurement Department