

THE PORT AUTHORITY OF NY & NJ

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

June 18, 2013

ADDENDUM #2

To prospective Proposer(s) on **RFP # 33327 - REQUEST FOR PROPOSALS FOR EXPERT PROFESSIONAL SYSTEMS ACCEPTANCE & SUSTAINABILITY SERVICES FOR THE WORLD TRADE CENTER VEHICULAR SECURITY CENTER AND TOUR BUS PARKING FACILITY**

Due back on June 24, 2013, no later than 2:00PM

The following changes are hereby made to the solicitation document:

I. PROPOSER'S QUESTIONS AND ANSWERS

The following information is made available in response to questions submitted by prospective Proposer(s). It should not be deemed to answer all questions, which have been submitted by Proposer(s) to the Port Authority. It addresses only those questions, which 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 Proposer(s) does not mean or imply, nor should it be deemed to mean or imply, any meaning, construction, or implication with respect to the terms.

The Port Authority makes no representations, warranties or guarantees that the information contained herein is accurate, complete or timely or that such information accurately represents the conditions that would be encountered during the performance of the Agreement. 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 Proposer, by submitting its proposal, expressly agrees that it has not relied upon the foregoing information, and that it shall not hold the Port Authority liable or responsible therefore in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise, of the Port Authority, its directors, officers, agents, representatives, or employees, oral or in writing, shall impair or limit the effect of the warranties of the Proposer(s) required by this Proposal or Agreement and the Proposer(s) agrees that it shall not hold the Port Authority liable or responsible therefore in any manner whatsoever.

Question and Answer numbering sequence below is continued from previously issued Addenda.

3	Question	In regards to the M/WBE goals, is it acceptable to propose the full 17% as WBE? For example, if a firm has previous successful relationships with WBE's that are on the Port Authority's prequalified list of M/WBEs.
	Answer	Firms are encouraged to propose percentages higher than the goals stated in the RFP. However, doing so will not eliminate, reduce or offset the percentage for the Minority Business Enterprise.
4	Question	On page 4 of the RFP, III. Financial Information, Letter B. Please clarify what the PANYNJ is looking for here: a. Do we provide a list of all statement of works we have proposed on either won or loss? b. Do we provide a list of our current workload?
	Answer	a. Provide a list of bids currently active. b. Yes.
5	Question	Please confirm that the requested forms listed below are not included in the 100 page count: a. Attachment B: Agreement on Terms of Discussion b. Attachment C-1: Proposer Prerequisite A c. Attachment C-2: Proposers Prerequisite B d. Attachment D: M/WBE Participation Plan e. Attachment E: Staffing Plan Template f. Attachment F: Pricing and Compensation Proposal
	Answer	Confirmed.
6	Question	Are the Certified Financial Statements part of the 100 page count?
	Answer	No.
7	Question	Are the Signed Addenda part of the 100 page count?
	Answer	No.
8	Question	If a Risk Mitigation Plan is submitted, please confirm this is not in the 100 page count.
	Answer	Confirmed.

9	Question	Please confirm that by asking for a reproducible original, you are asking for an unbound original?
	Answer	Confirmed.
10	Question	Can a firm who has participated at the WTC Site submit a proposal for this RFP?
	Answer	Firms are not precluded from submitting a proposal. However, firms shall be mindful of any pre-existing Conflict of Interest Mitigation plan(s) currently in place and potential Conflict of Interest. Refer to Paragraph J. of the RFP entitled “General Conflict of Interest” and Paragraph K. of the RFP entitled “Organizational Conflict of Interest”.
11	Question	The last paragraph in Attachment A, Section I, states that the pre-design and design phases have already been completed in compliance with EEQ-2. Thus, the scope of this project is limited to the Construction and Acceptance phases only. Please note that in Attachment A, Section III, after Task J, under “Construction Phase Deliverables” lists item 1 as “Commissioning Plan” as a deliverable for this project. Please clarify if a commissioning plan was prepared and/or developed by others during the pre-design and design phases, or if we are required to prepare a commissioning plan under the scope of this project. If a commissioning plan was prepared or developed by others, will this be provided for our use to update and further development as we move through the construction and acceptance phases of the project? Also, should the “Optional projects” be treated separately, so that separate commissioning plans would be required for each “Optional project”?
	Answer	The selected firm will be required to prepare a commissioning plan under the scope of this project. The “Optional projects” are to be treated separately, so that separate commissioning plans are required for each “Optional project”.
12	Question	Attachment F “Pricing and Compensation Proposal” appears to be missing from the RFP document (Attachment F is listed in the RFP contents and is referenced in Section V, Item F). Please provide a copy of Attachment F or provide direction on required format for preparation of Pricing Proposal.

	<i>Answer</i>	Please select the hyperlink incorporated into “Attachment F: Pricing and Compensation Proposal (in Excel format)” listed under the RFP Contents on Page 2 of the RFP”
13	<i>Question</i>	The projected project schedule issued under Addendum #1, indicates that substantial completion of construction for the two Optional projects is projected to be in late 2015 and in 2017. In addition, the scope calls for returning to the site for “Post Completion Operational Review” (Attachment A, Task U) which will occur 10 months after acceptance of the final phase of the project. In estimating the fee for the base scope and for the scope of the Optional projects, is it acceptable to apply a general annual escalation rate to the direct salary rates for the project staff to account for annual cost of living increases and promotions/raises? If not, what would be an acceptable way to account for salary increases over the duration of the project in our fee estimates?
	<i>Answer</i>	Proposals shall not include escalation. Refer to Section 8.A.2. of the Port Authority Standard Agreement.
14	<i>Question</i>	Can a copy of the contract we will be expected to execute be provided prior to proposal submission?
	<i>Answer</i>	Refer to the Port Authority Standard Agreement included as an attachment to the RFP.
15	<i>Question</i>	Please confirm that the Consultant’s role for building envelope commissioning will be confined to those areas for the VSC that are above ground.
	<i>Answer</i>	Yes
16	<i>Question</i>	Please confirm that Testing Adjusting and Balancing (TAB) will be performed by others and the consultant’s role will be to review the results.
	<i>Answer</i>	Yes
17	<i>Question</i>	Attachment A indicates the systems to be commissioned. Yet during the pre-proposal conference, there was a great deal of discussion concerning fire protection systems, which were not listed in systems to be commissioned. Additionally, the drawing sets indicated many other low voltage systems that could potentially interact with the HVAC systems. Please confirm the low voltage systems included in our scope of work and the extent the Port Authority expects them to be commissioned?

	Answer	Scope remains as identified in Attachment A																										
18	Question	Regarding General Conflict of Interest, paragraph J on RFP page 10 – Please confirm that any of the firms performing design and/or commissioning services for this facility or adjacent facilities at the WTC site will be responsible for all costs associated with the “Integrity Monitor” mentioned on page 11.																										
	Answer	Firms deemed to have integrity issues and which are required to retain an integrity monitor must do so at their own cost.																										
19	Question	Regarding Task E on Scope of Services Page 5: Please provide the identities of the Commissioning Authorities, Construction Manager, Trade Contractors, and Engineers of Record for this facility as well as all adjoining and abutting facilities.																										
	Answer	<p><u>VSC</u> Construction Manager: Tishman Construction Corp.</p> <p>Engineers of Record: <u>Liberty Security Partners (LSP)</u> Trade Contractors:</p> <table border="1"> <tr> <td>Structural Steel</td> <td>W & W Steel Co.</td> </tr> <tr> <td>Ventilation</td> <td>ASM Mechanical Systems</td> </tr> <tr> <td>Super Structure Concrete</td> <td>Navillus Contracting</td> </tr> <tr> <td>Miscellaneous Iron (incl. blast doors)</td> <td>Skyline Steel Corp.</td> </tr> <tr> <td>Electrical/Communication/Security/Fire Alarm</td> <td>Zwicker Electric Company, Inc.</td> </tr> <tr> <td>Fire Protection</td> <td>Rael Automatic Sprinkler Company, Inc.</td> </tr> <tr> <td>HAC and Controls</td> <td>WDF, Inc.</td> </tr> <tr> <td>Plumbing</td> <td>Pace Plumbing Corp.</td> </tr> <tr> <td>Hoist and Sidewalk Shed</td> <td>Metropolitan Enterprises, Inc.</td> </tr> <tr> <td>Masonry</td> <td>Holt Construction Corp</td> </tr> <tr> <td>Roofing and Waterproofing</td> <td>Eagle One Roofing Contractors, Inc.</td> </tr> <tr> <td>Architectural Finishes</td> <td>Padilla Construction Services, Inc.</td> </tr> <tr> <td>Security Screening Equipment</td> <td>Rapiscan Systems, Inc.</td> </tr> </table>	Structural Steel	W & W Steel Co.	Ventilation	ASM Mechanical Systems	Super Structure Concrete	Navillus Contracting	Miscellaneous Iron (incl. blast doors)	Skyline Steel Corp.	Electrical/Communication/Security/Fire Alarm	Zwicker Electric Company, Inc.	Fire Protection	Rael Automatic Sprinkler Company, Inc.	HAC and Controls	WDF, Inc.	Plumbing	Pace Plumbing Corp.	Hoist and Sidewalk Shed	Metropolitan Enterprises, Inc.	Masonry	Holt Construction Corp	Roofing and Waterproofing	Eagle One Roofing Contractors, Inc.	Architectural Finishes	Padilla Construction Services, Inc.	Security Screening Equipment	Rapiscan Systems, Inc.
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20	Question	Regarding the Architect and Engineer of record - Please identify who these parties are for this project and also please clarify the relationship between the A/E of record and the CxA, particularly with respect to witnessing commissioning activities and signing off acceptance of correct system performance.														
	Answer	LSP is the A/E of record. The CxA will be independent. The CxA will schedule, be present at all commissioning activities and furnish reports as specified in the RFP. LSP will be invited to all commissioning activities and will attend at their discretion.														
21	Question	Regarding the special inspectors - Please identify who these parties are for this project and also please clarify the relationship between the special inspectors and the CxA particularly with respect to witnessing any special inspection testing activities and signing of acceptance of correct system performance.														

	Answer	The relationship is independent. CxA is to witness the tests and LSP will sign off on acceptance of correct system performance.
22	Question	Regarding PANYNJ witnessing and acceptance of systems - Please clarify the responsibilities of the CxA in this regard and the extent that the CxA is involved in organizing and participating in PANYNJ acceptance procedures.
	Answer	CxA is the party responsible for organizing and participating in PANYNJ acceptance procedures.
23	Question	Please confirm the scheduling, collaboration, and other tools (software name and version) that are being used to manage CxA activities at all adjoining and abutting facilities.
	Answer	Information will be provided to successful proposer.
24	Question	Will work spaces be provided at a site project office or should be plan on working out of our offices? If they will be provided, please advise size/number of workstations and whether they will be provided with Internet service. If Internet service is provided, please advise what the capacity is.
	Answer	Work/Office space will not be provided.
25	Question	Regarding Task G on Scope of Services Page 6 – Typically equipment and contractor’s manufacturers develop and provide Pre-Functional and Functional checklists for review of the EOR. Am I correct in my understanding that the contractors will be submitting this information and that the CxA role is to review, comment on, and distribute these documents?
	Answer	As per the Scope of Services, the CxA to provide Pre-Functional and Functional checklists.
26	Question	Scope of Work page 7 – Construction Phase Deliverables – Please confirm that contractor will provide schedule for delivery of all submissions so that we can plan resources required to achieve 7 day reviews. Also, please confirm if this 7 day period refers to work days or calendar days.
	Answer	Contractor will provide schedule for delivery of all submissions. A 7 day period is 7 working days.
27	Question	Scope of Work Task L Document HVAC Controls Installation page 7 – Item 1. States Coordinate with BATC Contractor to document all aspects of the controls installation. Please confirm that BATC contractors are responsible for preparing as built documentation and that

		CxA role is to manage process and confirm completions.
	Answer	BATC contractors are responsible for preparing as built documentation and that CxA role is to manage process and confirm completions.
28	Question	<p>Scope of Work Task V. Systems to be Commissioned pages 10 & 11 – We note that commissioning of several systems is not included in scope. Please confirm that commissioning of following systems is not included in CxA scope and advise who is responsible for commissioning of these systems:</p> <ul style="list-style-type: none"> a. Intelligent Traffic/Parking Guidance System b. Fire Detection and Alarm Annunciation System c. Public Address System d. Stair Pressurization & Smoke Control e. Backflow preventers f. SCADA (supervisory control and data acquisition). g. Monorails & Gantry h. FM 200, Dry Pipe, & PreAction Systems i. Vehicle Scanners j. Vehicle Arrestors k. Staff & Visitor Scanning l. Stray Current Monitoring m. UPS (uninterruptable power supplies) – Emergency Lighting & Operations & Maintenance n. Access controls o. CCTV (visual surveillance system) p. Control Room Equipment q. Distributed Antenna and Radio System r. Other systems not specifically mentioned in this section
	Answer	Scope is as shown in Attachment A.
29	Question	Scope of Work Task V. Systems to be Commissioned pages 11 – Minimum Sample for Commissioning. We note that sample size must be no less than 10% and no less than ten units. Is this adequate? For a prestigious, iconic, mission critical facility such as this we would expect to commission 100% of the systems and equipment.

	<i>Answer</i>	The minimum standard is as set in Attachment A.
30	<i>Question</i>	LEED references begin with LEED-NC v.2.1, but then references v.2.2 for the Systems Manual. Which standard is applicable for the project?
	<i>Answer</i>	LEED-NC v.2.1 is the standard for the project.
31	<i>Question</i>	Will the project be seeking USGBC LEED certification or are we simply working to comply with those standards without submitting documentation for certification?
	<i>Answer</i>	VSC will not seek LEED certification.
32	<i>Question</i>	The project references LEED guidelines including Enhanced Cx which requires Design Phase tasks such as review of the OPR/BOD and design review of the construction documents prior to mid-point of the CD phase. The RFP (p3 of Attachment A) states that Pre-Design and Design phases of the project have been completed, and that the Scope of Services to be performed by the CxA are limited to the Construction and Acceptance phases of the VSC. This means that unless someone else has completed these tasks for the USGBC, then the Enhanced Cx points are unattainable. However, if we are merely following guidelines and not seeking certification per our question #[31 above], then this is a moot point. Please clarify.
	<i>Answer</i>	VSC will not seek LEED certification.
33	<i>Question</i>	Will efficiency and capacity testing be required for the MEP equipment to be commissioned, or will standard functional performance testing be acceptable? (p9 of Attachment A, item 2a).
	<i>Answer</i>	The selected Proposal will be required to follow Task S, #4.
34	<i>Question</i>	Systems include “plumbing”. Does that include non-equipment based systems, e.g. sanitary and storm drainage, plumbing fixtures, etc. or only active equipment (e.g. sump pumps, SEP’s, etc.)

	<i>Answer</i>	Only active equipment based systems are included.
35	<i>Question</i>	Building Envelope is included in RFP Attachment A Scope of Services Section V “Systems to be Commissioned”. Since the structure is underground and is already substantially in place, we would appreciate some guidance on what should be included in the scope of commissioning for the building envelope.
	<i>Answer</i>	Only above grade – see question and answer #15
36	<i>Question</i>	Can you please clarify the wording for the required scope of Attachment A Scope of Services Section VI “Defective Work”?
	<i>Answer</i>	If there is a defective piece, CxA is to retest 10% of equipment in the system.
37	<i>Question</i>	Will Cx Agent be working with PANYNJ or Construction Mgr. to incorporate Cx milestones into the overall project schedules.
	<i>Answer</i>	Construction Mgr.
38	<i>Question</i>	Who will be point of contact for Cx submittal review/coordination process, PANYNJ or the construction manager
	<i>Answer</i>	Construction Mgr.
39	<i>Question</i>	Are there systems that will need to be commissioned twice in order to accommodate beneficial use during early the early phase(s) of the project?
	<i>Answer</i>	Yes.
40	<i>Question</i>	Would it be possible to provide a color coded phasing drawing in the plan room to assist with understanding the sequence and timing of work?

	<i>Answer</i>	Yes.
41	<i>Question</i>	What are the “normal business hours” of work on the site?
	<i>Answer</i>	7am – 3pm
42	<i>Question</i>	Will we have the ability to work outside of normal business hours to accelerate work without incurring charges?
	<i>Answer</i>	Costs incurred due to acceleration are the responsibility of the selected proposer, unless otherwise agreed upon in writing by the Port Authority.
43	<i>Question</i>	Will we be allowed an on-site office and/or staging area? If so, will it be secured? Will this area have hardwired internet access?
	<i>Answer</i>	No space within the project site in the field is available. No internet is available.
45	<i>Question</i>	We now have corporately signed NDAs to allow access to the plan room and will be reviewing documents []. Can the question deadline be extended one week to allow time for further questions that will occur from this plan review. Can the overall deadline be extended by two weeks to allow time for PANYNJ to address the answers and our team to incorporate those answers in our response.
	<i>Answer</i>	At this time, no extensions will be provided.
46	<i>Question</i>	Attachment A – Scope of Work states that the CxA is to attend construction meetings, please provide an approximate number of meetings the Authority expects the CxA to attend.
	<i>Answer</i>	CxA is to attend construction meetings as required.
47	<i>Question</i>	The Scope of Work also states that “the minimum sample must be no less than 10 percent and no less than ten units”. Can drawings or equipment lists showing quantities of equipment be provided?

	<i>Answer</i>	This information is provided in the available documents.
48	<i>Question</i>	Can a copy of the project schedule be made available as well?
	<i>Answer</i>	Schedule information was provided in Addendum #1. See question #1.
49	<i>Question</i>	Please clarify what is meant by “one (1) reproducible original”?
	<i>Answer</i>	The original proposal shall not be permanently bound (i.e. spiral bound, glued, staples, etc.) for the ease of reproduction.

This communication should be initialed by you and annexed to your response to the above-referenced RFP upon submission.

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

THE PORT AUTHORITY OF NY & NJ

RICHARD PEREZ
 PROCUREMENT MANAGER
 FTA/WTC SITE PROJECTS

PROPOSER’S FIRM NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO MARIO SOCRATES, WHO CAN BE REACHED AT (212) 435-5383 or at msocrates@panynj.gov.