

THE PORT AUTHORITY OF NY & NJ

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

October 11, 2013

ADDENDUM #2 RFP NO. 34575

REQUEST FOR PROPOSALS FOR PERFORMANCE OF EXPERT PROFESSIONAL ARCHITECTURAL/ENGINEERING INDEFINITE QUANTITY SERVICES CONTRACT (IQCs) FOR THE DESIGN OF FEDERALLY FUNDED SUPERSTORM SANDY RELATED REPAIR AND RESILIENCY PROJECTS ON AN "AS-NEEDED" BASIS DURING 2013 THRU 2017

DUE DATE REMAINS AS FOLLOWS: OCTOBER 22, 2013 AT 2:00 P.M.

Dear Sir/Madam,

- I.** The Port Authority of New York & New Jersey hereby amends the subject Request for Proposals (RFP) dated September 23, 2013 as follows:

RFP Letter: On Page 5, Section V, delete subsection B in its entirety, starting with "B. A statement of work ..." and ending with "...work on these jobs." and replace it with a new subsection B as follows:

"B. A statement of work of the Proposer's ten highest gross valued projects it currently has on hand, including any work on which a bid and/or Proposal has been submitted, containing a description of the work, the annual dollar value, the location by City and State, the current percentage of completion, the expected date for completion, and the name of an individual most familiar with the Proposer's work on these jobs. In addition, Proposer's are to submit a summary total of all other projects it currently has on hand."

Attachment C-2: "Proposer Prerequisite B.", delete all references to: "Brief description of Scope of work" and replace with "Brief description of Scope of work/A&E dollar value".

II. PROPOSERS QUESTIONS AND ANSWERS

The following information is made available in response to questions submitted by prospective Proposer(s). It is not intended 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 may provide 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.

1	Question	Should the Buy America Certifications form be submitted with the proposal, who should submit it, and where?
	Answer	Yes, the form should be submitted with the proposal, by the Prime Consultant and, if submitting as a Joint Venture, all parties that comprise the Joint Venture. This certification should be submitted under letter J. Miscellaneous Information and it does not apply to the page count.
2	Question	Does the text in the matrixes and tables need to be 12 point or greater as well?
	Answer	No, but the text needs to be no less than 8 point.
3	Question	Please confirm that it is acceptable for firms to send their BQQ form directly to the Office of Inspector General, and that a copy of the form is not required as part of the actual proposal submission.
	Answer	Correct. Firms should state that they have submitted the BQQ form in their proposal. This statement does not count toward the page count.
4	Question	Can we use 11x17 page format for matrixes, and how many pages will they count?
	Answer	Yes, they count as 1 page.
5	Question	On page 4, II.B. that correlates with page 7 Letter B – Attachment C-2 – ‘Gross annual revenues of not less than \$5M per year for each of the last five (5) years...’ Please clarify if the projects listed need to have a gross annual revenue of \$5M and be ongoing for the last 5 years, or if a combination of projects with total combined gross annual revenues of \$5M for each year over the last five years would be satisfactory.
	Answer	The total combined gross annual revenues of projects performed during each of the last five years must be \$5M or more.
6	Question	Please clarify whether Attachment C-1 is limited to the Prime firm or may also include projects from other team members.
	Answer	The experience of the Prime is the only factor in consideration for both C-1 and C-2. The Prime can be a Joint Venture.
7	Question	The list of disciplines required for the Proposal does not include Landscape Architecture. It is conceivable that under the Aviation Group; Runways/Taxiways; and under the Port Commerce Group; Shoreline Reconstruction, that particular discipline/expertise may be very relevant. Might Landscape Architecture be added to the list of required disciplines?
	Answer	Per Attachment A, “The Specific services are not quantifiable and therefore, competitive Task Orders will be issued against a series of Indefinite Quantity Contracts (IQCs).” Any and all subdivisions of the disciplines identified in the RFP letter may be requested in an individual task order, as appropriate.
8	Question	In reference to Page 4 Section II Proposal Prerequisites – Section A, we assume you are looking for a minimum of five years experience from the three Group 2 categories (Rail, Traction Power, and Tunnel Drainage) only. Please confirm.

	Answer	No. Per the RFP letter, Section I, Subsection J. states, “ <u>In addition to the listing of major disciplines</u> required as identified above, the Firms/Consultants at a minimum, must provide the following Firm/Staff experience as part of each Line Department proposal: . . .”
9	Question	On page 3 of the RFP letter, Section I.D. requires full legal name of Proposer. If full legal name of Proposer is clear on the cover, cover letter, and upon first mention in the 50 page Proposal, is it permissible to use an abbreviation for the remainder of the Proposal and resumes?
	Answer	Yes.
10	Question	Page 7, Letter B – Firms Qualifications and Experience: Please clarify if you are looking for additional narrative of project descriptions beyond attachments C-1 and C-2.
	Answer	Yes, as it pertains to firm experience.
11	Question	Page 7, Letter B – Firms Qualifications and Experience: If you are looking for additional narrative of project descriptions beyond attachments C-1 and C-2 would this count toward the required page count?
	Answer	Yes.
12	Question	Page 9, Letter F – Please confirm nothing is needed to be submitted to satisfy ‘Proposer’s Integrity Provisions’.
	Answer	<u>By submitting</u> a Proposal, the Consultant <u>shall be deemed to have made the certifications</u> contained therein <u>unless</u> said Consultant <u>submits a statement with its Proposal explaining why any such certification(s) cannot be made.</u> Such a submission shall be submitted in a separate envelope along with your Proposal, clearly marked “CERTIFICATION STATEMENT” Such statement(s) are not included in the prescribed page count.
13	Question	In the cover letter, eight disciplines are listed that the Consultant should have experience in. Please define what “electronics” means in Item C.
	Answer	Electronics includes but is not limited to communications, signals, CCTV, telephone, etc.
14	Question	Page 3, Section I., Item A – Please identify the section in which this discipline chart should be included in the proposal submission.
	Answer	Section V., Subsection A. “STAFF QUALIFICATIONS AND EXPERIENCE”.
15	Question	In reference to Page 3 of the RFP, we understand that the resumes and attachments are exempt from the 50-page limit. Are they also exempt from the 12 point or greater font size?
	Answer	No.
16	Question	With regard to submitting qualifications for this RFP which state laws govern the Port Authority of NY/NJ for professional services, NY, NJ or neither?
	Answer	The applicability of laws is not relevant to the proposal process. Firms should secure their own legal counsel with respect to this and similar questions.

17	<i>Question</i>	Is the information asked for in Section III. Financial Information, considered part of the page count?
	<i>Answer</i>	No. Items provided under this section are considered an attachment.
18	<i>Question</i>	Would a general statement guaranteeing availability, and compliance with Authority requirements regarding substitutions or approval of additional staff, be sufficient?
	<i>Answer</i>	All firms are required to comply with the Authority’s Agreement including those provisions that relate to the assignment of staff. The Proposer’s approach to ensuring the continued availability of approved staff is as determined/proposed by the Proposer.
19	<i>Question</i>	Is the Certification Regarding Lobbying Pursuant to 31 U.S.C. 1352 form required to be submitted with the proposal? If it is required, please identify which entities (prime/subs) are to provide, and where it should be placed within the proposal submission.
	<i>Answer</i>	Yes, at this time, by the Prime Consultant and, if submitting as a Joint Venture, all parties that comprise the Joint Venture.
20	<i>Question</i>	Is the Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion - Lower Tier Covered Transactions form required to be submitted with the proposal? If it is required, please identify which entities (prime/subs) are to provide, and where it should be placed within the proposal submission.
	<i>Answer</i>	Yes, at this time, by the Prime Consultant and, if submitting as a Joint Venture, all parties that comprise the Joint Venture.

Should you have any questions to this addendum, please e-mail them to **Peter Staples** at **pstaples@panynj.gov**. **All such emails must have “RFP Number 34575” in the subject line.** Neither Mr. Staples nor any other employee of the Authority is authorized to interpret the provisions of this RFP or accompanying documents or give additional information as to its requirements. If interpretation or additional information is required, it will be communicated by written addendum issued by the Authority and such writing shall form a part of this RFP, or the accompanying documents, as appropriate.

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.

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, MANAGER
WTC SITE PROCUREMENT PROJECTS

PROPOSER'S FIRM NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO PETER STAPLES, WHO CAN BE REACHED AT pstaples@panynj.gov