

THE PORT AUTHORITY OF NY & NJ
PROCUREMENT DEPARTMENT
115 BROADWAY, 19TH FLOOR
NEW YORK, NY 10006

July 8, 2014

ADDENDUM #2

TO PROSPECTIVE BIDDER(S) ON RFP #38268 - REQUEST FOR PROPOSALS FOR INDEFINITE QUANTITY CONTRACTS (IQCs) FOR PERFORMANCE OF EXPERT PROFESSIONAL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR FEDERALLY FUNDED STORM RELATED RESILIENCY PROJECTS ON AN “AS-NEEDED” BASIS THROUGH 2018

Proposal Due Date 7/14/2014 at 2:00PM

The following changes are hereby made in the documents:

I. RFP LETTER

A. In RFP Section I entitled SUBMISSION OF PROPOSALS, make the following changes:

i) In paragraph A, delete the first sentence and substitute the following:

“The Proposal shall be not more than twenty-five (25) pages (double-sided) or fifty pages (single-sided) using 12 point or greater font size, not including resumes and attachments.

ii) In paragraph I.F., delete “July 9, 2014” and substitute “July 14, 2014”.

B. Delete Attachment E “Staffing Plan Template” and substitute therefor new [Attachment E](#), which is attached hereto and made a part hereof.

C. In Attachment A, paragraph II, second paragraph, first line, delete “design of” without substitution therefor.

II. PROPOSER 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 that 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.

Question #1	Our firm is leading a team for Group 2 - PATH and is a sub on another team (for Group 1) which was selected for INDEFINITE QUANTITY CONTRACT (IQC) FOR EXPERT PROFESSIONAL ARCHITECTURAL AND ENGINEERING SERVICES FOR THE DESIGN OF FEDERALLY FUNDED SUPER STORM SANDY RELATED REPAIR AND RESILIENCY PROJECTS ON AN “AS NEEDED” BASIS DURING 2013 – 2017. As such, would we be precluded from participating in the above-referenced CM contracts?
Answer #1	Refer to Pages 10-12 of the RFP Cover Letter sections I and J respectively entitled “GENERAL CONFLICT OF INTEREST” and “ORGANIZATIONAL CONFLICT OF INTEREST”.
Question #2	Can you please send the attachment E for the above-reference proposal? The link in the RFP document does not work.
Answer # 2	Hyperlinks have been corrected in the RFP and a revised Attachment E has been posted and is attached to this addendum.
Question #3	Please confirm that financial information (per page 5 of the RFP) should be submitted separately from the proposal document.
Answer #3	The financial information must be submitted with your proposal. For further clarification please refer to Section III “Financial Information” on Page 5 of the RFP Cover Letter.
Question #4	Please clarify if each sheet of paper, containing content on both sides counts as 1 or 2 pages in the 20 page limit. If each side of the sheet counts in the limit, please advise if sheets only containing content on one side still count toward the overall 20 page limit.
Answer #4	The requirement has been changed. The Proposal shall be not more than twenty-five (25) pages double sided or fifty (50) pages single sided.
Question #5	In the RFP, it refers to submitting 1 reproducible original copy, please clarify if this reproducible copy is to be single sided and unbound.
Answer # 5	Any format of the reproducible original is acceptable.
Question #6	In the instructions for completing the Firm's BQQ, it states that an original must be mailed to specified address and that an electronic copy was also to be sent. Please clarify if we are to include more than a statement of recent completion in our proposal under section H.
Answer # 6	Please complete the Background Qualification Questionnaire (BQQ) as instructed and with your proposal submit a statement indicating when the BQQ was submitted to the Port Authority Office of the Inspector General.

Question #7	Section III of the RFP, page 5 refers to the Financial Information. Please clarify if we are to include certified financial statements, statement of work and required numbers as part of our proposal, if so under which section, or if the information can be provided in a separately sealed package.
Answer #7	Please refer to Section III “Financial Information” on Page 5 of the RFP Cover Letter for clarification on the information that is to be submitted pursuant to this section.
Question #8	Is the NDA Agreement required to be signed and completed with our proposal for the prime firm and all sub consultants? If required, please advise if it should be included in our submission and where, or just sent directly to the referenced office and procurement contact.
Answer #8	NDA Agreements shall be submitted for the prime firm and all key sub consultants.
Question #9	Are consultants who have Federally Funded task order agreements for Sandy design eligible to be on teams who are proposing on the CM and Inspection RFP?
Answer #9	Refer to Pages 10-12 of the RFP Cover Letter sections I and J respectively entitled “GENERAL CONFLICT OF INTEREST” and “ORGANIZATIONAL CONFLICT OF INTEREST”.
Question #10	Can you please let me know if RFP 38268 is an additional solicitation to the expected 2015-2018 On-call for CM services? We were anticipating an RFP to replace the current 2011-2014 Construction Management Services contracts (references P410110).
Answer #10	This RFP pertains to federally-funded Storm Resiliency projects and is independent from any other construction management RFP’s.
Question #11	Will the PANYNJ recognize the ICC Reinforced Concrete Special Inspector Certification as the equivalent of the ACI Concrete Special Inspector Certification for the purpose of qualified concrete inspectors?
Answer #11	No.
Question #12	In the staffing table (Attachment E) there is no column for names. Does the PANYNJ want the names of staff shown with their company titles?
Answer #12	If known, please include names of staff. Otherwise, the anticipated titles will suffice.
Question #13	In the staffing table (Attachment E) the titles are only shown for Engineers. Some of the qualified staff who hold Certificates such as ACI Special Inspector and ICC Structural Bolting are not graduate engineers, where should we show these titles in the table?

Answer #13	Please see revised Attachment E .
Question #14	In Attachment A, Section II Scope of Work, the last paragraph states that “resiliency projects shall include, but not be limited to, design of mitigation measures to...” Does the Authority intend to utilize this Indefinite Quantity Contract for CM and inspection services, not design services?
Answer #14	There is no design as part of this RFP’s scope of work. See revision to the Scope of Work section above.
Question #15	Is there a difference between ACI Level II Concrete Inspector vs. ACI Concrete Special Inspector?
Answer #15	Yes.
Question #16	Just want to confirm that Attachment C-1 and C-2 are both supposed to include project examples. C-2 requires sample projects be listed, so assume they will be called to provide a reference for our staffing resources?
Answer #16	Please include all necessary documentation in support of Attachments C1 and C2.
Question #17	It appears to us that the requirements and requested information in Attachment C-1 (Proposer Prerequisite A) and Attachment C-2 (Proposer Prerequisite B) are very similar for demonstrating a firm’s experience in performing construction management and inspection services. Can you please provide further clarification on the requirements and experienced needed in order to satisfy both the Proposer Prerequisite A and Proposer Prerequisite B forms.
Answer #17	Prerequisite A demonstrates the firm having minimum 5 years CM experience. Prerequisite B demonstrates CM/inspection experience of individual staff w/min. \$1.5M experience.
Question #18	Does the subconsultant need to submit Attachments C-1 and C-2, or just the Prime Consultant?
Answer #18	These attachments shall be submitted for the prime firm and, if applicable, all sub consultants whose experience and expertise will support the qualifications of the team.
Question #19	Does the subconsultant need to submit the FTA and FEMA forms, or just the Prime Consultant?
Answer #19	No. At this time, only the prime.
Question #20	Will safety staff be needed as part of this contract?
Answer #20	No.

Question #21	Is the form entitled “Certification Regarding Debarment, Suspension, Ineligibility and Voluntary Exclusion – Lower Tier Covered Transactions” required to be submitted by both the Prime and Subconsultants?
Answer #21	Please refer to subsection G. Contractor’s Integrity Provisions, under Section V. Proposal Submission Requirements on Page 10 of the RFP cover Letter.
Question #22	Can we modify Attachments C-1 and C-2 to expand the space provided for “Brief description of Scope of Work” for each project listed on the form?
Answer #22	Yes.
Question #23	Are we required to use Attachment “E”(?) for Staff/Title listing and the “standard” titles provided, or can a similar form with additional information beyond just the “category” and “Staffing Title” be submitted?
Answer #23	Please see revised Attachment E , annexed to this Addendum.
Question #24	Are Sections F (List of Firm’s Affiliates) and I (General Conflict of Interest) included in the 20 page limitation?
Answer #24	These Sections are part of the Proposal’s page limitation, but the page limitation has been changed. See response to question above.
Question #25	The staffing chart on what is believed to be Attachment E (no title provided in RFP document) does not include any categories for the special inspectors required by this RFP. Should we add an “Inspector” category? If not, in which staffing category should we include these inspectors?
Answer #25	Please see revised Attachment E .
Question #26	On Page 2 of the RFP, under Section I.A. – By “attachments”, does this include Project Description sheets for the firm’s previous experience?
Answer #26	Attachments refers to the Port Authority Attachments included with the RFP.
Question #27	When are the documents & forms in Exhibit 7 – FTA Requirements & FEMA Requirements - to be submitted? I.e.: See page 216 (Adobe page number) which cites a form letter titled, “SUBJECT: INDEFINITE QUANTITY CONTRACTS (IQCs) FOR PERFORMANCE OF EXPERT PROFESSIONAL CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR FEDERALLY FUNDED STORM RELATED RESILIENCY PROJECTS ON AN “AS-NEEDED” BASIS THROUGH 2018”. Two identical forms are provided in the documents, one for FEMA and one for FTA. Are both to be submitted?
Answer #27	Yes, the certifications in the FTA and FEMA provisions are to be included with your proposal.

This communication should be initialed by you and attached to your Proposal.

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

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO CORY MERMER, WHO CAN BE REACHED AT (212) 435-5696 or at cmermer@panynj.gov.

THE PORT AUTHORITY OF NY & NJ

RICHARD PEREZ
PROCUREMENT MANAGER
FTA/WTC SITE PROJECTS

BIDDER'S FIRM NAME: _____

INITIALED: _____

DATE: _____

Attachment E

Staffing Plan Template

RFP NO. 38268

IF THE STAFFING CATEGORIES LISTED BELOW DIFFER FROM YOUR FIRM'S, LIST YOUR FIRM'S STAFFING TITLES WITHIN THE CATEGORY THAT BEST MATCHES.

Staffing Category		PROPOSER'S STAFFING TITLES
INSPECTIONS	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
CONSTRUCTABILITY REVIEW	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
CONTRACT ADMIN	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
COST ESTIMATES	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	
CONSTRUCTION SCHEDULES	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	