

THE PORT AUTHORITY OF NY & NJ

PROCUREMENT DEPARTMENT
4 WORLD TRADE CENTER
150 GREENWICH STREET, 21ST FL.
NEW YORK, NY 10007

7/22/2016

ADDENDUM #2

To prospective Bidder(s) on Bid # 46529 for Path's Smartlink Customer Services

Due back on 8/2/2016, no later than 11:00AM

I. BIDDER'S QUESTIONS AND ANSWERS

The following information is available in response to questions submitted by prospective Bidders. The responses should not be deemed to answer all questions, which have been submitted by Bidders 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 Bidders 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 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 Bidder, by submitting its Bid, 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 Bidder required by this Bid or Contract and the Bidder 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.

Question #1	Could you please send a copy of the attendee list from the RFP #46529 facility inspection?
Answer #1	Attached is the attendee list from the BID#46529 facility inspection.
Question #2	Specific Bidder's Prerequisites: Does the current vendor on the existing Contract, need to submit information with respect to experience.

PS11All

<i>Answer #2</i>	<p>This is a request for a new Contract. Additionally, in accordance with Part I, Section 11, Bidder’s Prerequisites:</p> <p>“Only Bids from Bidders that can satisfactorily demonstrate meeting the prerequisites specified within Part II hereof at the time of bid submission will be considered.”</p>
<i>Question #3</i>	Specific Bidder’s Prerequisites: Do we have to attach financials showing \$950,000 annual gross income?
<i>Answer #3</i>	<p>In accordance with Part II, Bidder’s Prerequisites:</p> <p>“The Bidder shall have had in its last fiscal year, or the last complete calendar year immediately preceding the opening of its Bid, a minimum of \$950,000 annual gross income.”</p> <p>Additionally, in accordance with Part I, Section 12, “Qualification Information”:</p> <p>“The Bidder may be required to demonstrate that it is financially capable of performing this Contract, and the determination of the Bidder's financial qualifications will be made by the Port Authority in its sole discretion. The Bidder shall submit such financial and other relevant information as may be required by the Port Authority from time to time”</p>
<i>Question #4</i>	Or is a statement that we have had \$950,000 in annual gross income adequate?
<i>Answer #4</i>	See Answer #3, above.
<i>Question #5</i>	Does a certified M/WBE with Port Authority need to submit the letter with the BID.
<i>Answer #5</i>	It is highly recommended that the Bidders submit a copy of their M/WBE certification.
<i>Question #6</i>	Do we need to attach the Certificate of Insurance with the BID?
<i>Answer #6</i>	<p>In accordance with Part III, Section 6, “Insurance Procured by Contractor” the successful Proposer shall:</p> <p>Within five (5) days after the award of this agreement or Contract and prior to the start of work, the Contractor must submit an original certificate of insurance, to the Port Authority of NY and NJ, Facility Contract Administrator, at the location where the work will take place. <u>This certificate of insurance MUST show evidence of the above insurance policy (ies), stating the agreement/contract number</u> prior to the start of work. The General Manager, Risk Financing must approve the certificate(s) of insurance before any work can begin. Upon request by the Port Authority, the Contractor shall furnish to the General Manager, Risk Financing, a certified</p>

	copy of each policy, including the premiums.
Question #7	Part I – page 5, #9: Could the Authority advise if the current employees are union?
Answer #7	The current Contract employees are not union.
Question #8	Part I-3, #2: Could the Authority advise if vendors are expected to provide written responses to the scope of work?
Answer #8	In accordance with Part I, Section 2 “Form and Submission of Bid”: The Bidder shall review carefully every provision of this document, provide all the information required, and sign and return one entire copy to the Port Authority in accordance with the instructions on the Cover Sheet and Part II – Contract Specific Information for Bidders. The Bidder should retain one complete duplicate copy for its own use. The “Signature Sheet” contained herein must be completed and signed by the Bidder. The Pricing Sheet(s) contained herein must also be completed.
Question #9	Part I-7, 12: Could the Authority clarify if vendors financial statements meet the criteria included in 12, a. 1, they do not need to include a statement by an executive officer.
Answer #9	In accordance with Part 1, Section 12, iii, “Qualification Information”: “Where neither certified financial statements nor financial statements from an independent accountant are available, as set forth in (i) and (ii) above, then financial statements containing such information prepared directly by the Bidder may be submitted; such financial statements, however, must be accompanied by a signed copy of the Bidder's most recent Federal income tax return and a statement in writing from the Bidder, signed by an executive officer or their authorized designee, that such statements accurately reflect the present financial condition of the Bidder. Where the statements submitted pursuant to subparagraphs (i), (ii) or (iii) are dated prior to forty-five (45) days before the Bid opening, then the Bidder shall submit a statement in writing, signed by an executive officer of the Bidder or their designee, that the present financial condition of the Bidder is at least as good as that shown on the statements submitted.”

The Port Authority of New York and New Jersey does not guarantee the relevancy of the pricing material as it may pertain to proposals solicited for other contracts. Vendors are cautioned that the use of this information, to determine future bid prices, or for any other purpose, shall be used at the vendor’s own risk. Bid prices should be based on the

company's costs, overhead and profit. The material requested may be based on a different specification and/or different quantity or delivery requirements than those in future solicitations.

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

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

THE PORT AUTHORITY OF NY & NJ

SELENE ORTEGA, MANAGER
COMMODITIES AND SERVICES

BIDDER'S FIRM NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO
LESLEY BROWN, WHO CAN BE REACHED AT (212) 435 -4648 OR AT
LBROWN@PANYNJ.GOV.

SIGN-IN SHEET
 PRE-BID MEETING
TITLE: PATH'S SMARTLINK CUSTOMER SERVICES
BID NO.: 46529
TUESDAY, JULY 19, 2016
10:00 AM

NAME	FIRM	PHONE #	EMAIL
Ingrid Schaefer	TUES	973-673-0700	dcolinCEO@gmail.com is@tuescleaning.com
Howard Dean	Enlightened Inc	215 341 9961	hjean@enlightened.com
Anthony Ford	Enlightened, Inc	202-728-7190	aford@enlightened.com
Beery EVANS	Renda Aiken, Inc	718-643-4880	germano@perducker.com
Aurienne Holmes	PATH	201-216-6432	aholmes@pathnj.com
Isabel Amadio	PATH	201-216-6212	isabel@pathnj.com

NAME

BOZENA NASCE

FIRM

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