

July 24, 2017

**SUBJECT: REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF EXPERT PROFESSIONAL ENVIRONMENTAL SERVICES FOR THE PORT AUTHORITY BUS TERMINAL REPLACEMENT PROGRAM ON AN “AS-NEEDED” BASIS FOR 2017 THROUGH 2020 (RFP# 49994) ADDENDA #2**

Dear Sir or Madam:

The Port Authority of New York and New Jersey hereby amends the subject Request for Proposals (RFP), dated June 16, 2017, as follows:

In the Attachment A, on page 21, delete “Task K. Prepare Draft and Final Supplemental EIS (Optional Task)” in its entirety.

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

**Question 1:** Can the Affected Environment Memorandum be included in the Feasibility Study Report as one deliverable?

*Response:* Yes, the Affected Environment Memorandum and the Feasibility Study Report can be integrated into one deliverable.

**Question 2:** In the Scope of Work, Task H, second list, item 7, requires the Consultant to prepare draft public hearing minutes. Are these public hearing minutes a separate requirement of the Authority? What is their purpose?

*Response:* Public hearing minutes described in Task H.7 are required by the Authority to maintain a detailed record.

**Question 3:** In Task H, Item 5 in the second list of itemized elements indicates that the Consultant will “provide Authority approved responses to those that who [sic] offered comments.” However, Item 1 under (optional) Task J requires the Consultant to “develop responses to the comments and submit to the Authority for review and approval.” Question 1: is Task H.5 required or is it duplicative of Task J.1?

*Response:* Yes, Task H.5 is required and is not duplicative of Task J. 1.

**Question 4:** Is the intent to have the Consultant prepare responses to all comments received on the project, even those that are deemed not substantive and not requiring responses in the NEPA FEIS?

*Response:* Yes.

**Question 5:** Does the Authority intend to require that the optional FEIS include responses to each and every comment received or is it possible to group comments together with a consolidated response?

*Response:* See response to question 4 above.

**Question 6:** When will the contracts for the A/E Team and the Real Estate Team be issued?

*Response:* The Request for Proposal for Architectural and Engineering Professional Services is anticipated to be advertised during the 3<sup>rd</sup> Quarter of 2017.

It has not yet been determined if the Authority will solicit proposals for Real Estate Services.

**Question 7:** Attachment E requires hours by “Staff Name” and Attachment F requires hours by “Staffing/ Individual Discipline”. Please clarify if hours can be provided by discipline/title or if proposers must identify specific staff members for all efforts to be completed under this contract. If individual names are required, can a general category be used where individual’s names cannot be identified at this time?

*Response:* Include specific names where applicable and “TBD” where necessary.

**Please note: The due date of this RFP remains July 28, 2017 at 2:00 P.M.**

If you have any questions, please contact Ms. Jessica Smith at [JLSmith@panynj.gov](mailto:JLSmith@panynj.gov)

Sincerely,

Joann Spirito  
Manager, Federal Procurement & Compliance  
Procurement Department