

May 18, 2018

SUBJECT: REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF EXPERT PROFESSIONAL PROJECT MANAGEMENT SERVICES AS REQUESTED ON A “CALL-IN” BASIS DURING 2018 THROUGH 2022 (RFP #52769) ADDENDUM #2

Dear Sir or Madam:

The Port Authority of New York and New Jersey hereby amends the subject Request for Proposals (RFP), dated May 4, 2018, as follows:

1. In the RFP Letter, page 1, Section I. Proposer Requirements, item B., line 1, replace “Firms” with the following: “The proposing firm(s)”.
2. In the RFP Letter, Pages 3 and 4, Section III. Submission Requirements, item H., replace paragraphs 1 and 2 in their entirety with the following:

“Your attention is directed to Paragraph 19 of the Agreement in which the Authority has stated the Minority Business Enterprises (MBEs) and Women-owned Business Enterprises (WBE) goals for participation in this “call-in” program. In order to facilitate the meeting of these goals, the Consultant shall use every good-faith effort to utilize subconsultants who are Authority-certified MBEs or WBEs to the maximum extent feasible. A listing of certified MBE/WBE firms is available at <http://www.panynj.gov/business-opportunities/sd-mini-profile.html>.

For each Task Order to perform work issued under this Agreement, the selected Consultant(s) shall submit to the Authority for review and approval prior to commencing any services, along with invoices, the Statement of Subcontractor Payments in the form of the MBE/WBE Participation Report (Form PA 3760C), which may be downloaded at <http://www.panynj.gov/business-opportunities/become-vendor.html>.”

The following questions were received from RFP recipient(s). The questions and the corresponding Authority answers are provided for your information and use, as appropriate.

Question #1: Does the minimum 30 staff team requirement refer to just employees of the prime firm or can the 30 employees be a team of prime and subconsultant staff?

Answer #1: The Proposer Requirement in item B. applies to the prime firm. See amendment 1., above.

Question #2: Please clarify how to best complete the estimated dollar value of the work and percentage of the total contract value when completing the MBE/WBE Participation Plan and Affirmation Statement (PA 3760C).

Answer #2: The Consultant shall include their MBE/WBE Participation Plan and Affirmation Statement (PA 3760C) with their task order proposals. Please see amendment 2., above.

The date for receipt of proposals for the subject RFP remains 2:00 P.M. on May 25, 2018.

If you have any questions, please contact Mr. Thomas Barlotta, Senior Procurement Support Specialist, at TBarlotta@panynj.gov ,or Ms. Ekatherina Carrera, Senior Contract Specialist, at Ecarrera@panynj.gov.

Sincerely,

David Gutiérrez, CPPO
Assistant Director
Procurement Department