

# THE PORT AUTHORITY OF NY & NJ

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

Date: August 8, 2018

## ADDENDUM #2

To prospective Proposers to Request for Proposals (RFP) # 54080: Provide, Install, and Maintain a Common Use System for use at Terminal B of Newark Liberty International Airport, and Maintain Automated Passport Control Kiosks at Terminal B

Proposal Due Date:	September 11, 2018, no later than 2:00 PM EST
Question Due Date:	August 13, 2018, no later than 2:00 PM EST
Site Visit:	August 9, 2018, 10:00 AM

### QUESTIONS AND ANSWERS

The following information is made available in response to questions submitted **thus far** by prospective Proposers to the Port Authority of New York and New Jersey's (the "Port Authority" or the "Authority") RFP for the provision, installation, and maintenance of a Common Use System for use at Terminal B of Newark Liberty International Airport, and the maintenance of automated passport control kiosks at Terminal B. It addresses only those questions that 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 does not mean or imply anything (nor should it be deemed to have any meaning, construction or implication) with respect to the terms and provisions of the RFP, which will be construed without reference to such questions.

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 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 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, orally or in writing, shall impair or limit the effect of the warranties of the Proposer required by this RFP and any resulting contract and the Proposer agrees that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever.

	<b>Question/Request</b>	<b>Answer</b>
1	<p>Paragraph 2, page 76 of Attachment D (Scope of Work) appears to describe existing "software systems and equipment to manage passenger processing, baggage, and flight operations." It further states that the existing third party vendor "will remove the systems and equipment." And that the new CUSS "shall be capable of supporting the applications used by the existing twenty-nine airlines at Terminal B".</p> <p>In order to understand the requirements and functionality of the new proposed Common Use System Platform, please provide details of all existing software systems in use by airlines and provided by the referenced third party. Specify which ones will be removed and which ones will stay (if any). Also, which particular airline applications will need to operate with the new Common Use System Platform installed under this project.</p>	<p>As stated in the RFP, a third party currently provides and maintains the common use hardware (for example, agent work stations, kiosks, general purpose printers, etc.) and common use software platform. The airlines use the hardware and software to manage passenger processing, baggage and flight operations. The third party will remove all such hardware and software when the Common Use System (System) obtained under RFP 54080 is fully installed and operational.</p> <p>The System required under RFP 54080 will be used by the twenty-nine airlines operating at Terminal B, and other airlines that may operate there in the future. The System must be able to accommodate the applications used by the airlines. Per the Proposal Section of the RFP (Section 8.F, pages 20-24), proposers must confirm and describe "how the proposed System will support the applications used by the existing twenty-nine airlines (and future airlines)" and provide "an overview of the Proposer's application certification process for the airlines."</p>
2	<p>Since the existing software system will be removed, is it the intent of the Port Authority to have the new system operational at the same time as the existing system for a period of time before the existing system is removed? Please provide details on the logistics and timing of a switchover to the new system.</p>	<p>The current system provided and maintained by the third party will remain in use until the System provided by the proposer selected under RFP 54080 is fully installed and operational. The RFP requires proposers to provide a "Site Transition Plan" describing "the plan for transitioning from the current Common Use System to the proposed Common Use System, as accepted by the Port Authority" (Section 8.F.J, page 22). The Port Authority expects the proposed Site Transition Plan to convey the anticipated timeline for such transition. The Port Authority also expects that such transition will require the current system and the proposed System (or parts thereof) to be operational at the same time during the transition, until the proposed</p>

		System becomes fully installed and operational.
3	Clarify your proposal submission requirements.	Proposals shall include all information required under Section 8 of the RFP. Anything related to cost, including the cost proposal itself, must be submitted in a separate, sealed envelope labeled "cost proposal." Refer to Sections E (page 8) and 8.F.S (Cost Proposal, pages 23-24) for instructions concerning the submission and segregation of the cost proposal and technical proposal.

This communication should be initialed by you and annexed to your proposal upon submission. In case any Proposer fails to conform to these instructions, its proposal nevertheless shall be construed as though this communication had been so physically annexed and initialed.

THE PORT AUTHORITY OF NEW YORK & NEW JERSEY

CARMEN REIN  
GENERAL MANAGER

PROPOSER'S NAME: \_\_\_\_\_  
INITIALED: \_\_\_\_\_  
DATE: \_\_\_\_\_

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO JAMES SUMMERVILLE:  
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