

**THE PORT AUTHORITY OF NY & NJ**  
**PROCUREMENT DEPARTMENT**  
**4 WORLD TRADE CENTER**  
**150 GREENWICH STREET, 21<sup>ST</sup> FL.**  
**NEW YORK, NY 10007**

2/16/2016

ADDENDUM # 3

To prospective Bidder(s) on Bid # 45020 for Porter and Handyperson Services Via Work Order at Various Port Authority Facilities in New York-Two Year Contract

Due back on 2/18/2016, no later than 11:00 AM

**I. CHANGES/MODIFICATIONS**

The following changes/modifications are hereby made to the solicitation documents:

**Part V-“Specifications”**, page 10, paragraph 10, entitled Materials Supplies and Equipment is hereby deleted in its entirety.

**II. 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 therefore 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 therefore in any manner whatsoever.

The Questions and Answers numbering sequence will be continued sequentially in any forthcoming Addenda that may be issued.

<b>Question #1</b>	Can the Contractor invoice the Port Authority only for hours an employee is physically on the job or for all hours paid (vacation, sick, holidays, etc.)?
<b>Answer #1</b>	Please see Part III, "Contract Specific Terms and Conditions", Section 3, entitled payment. The Contractor shall invoice the Port Authority only for the number of hours worked by their employees.
<b>Question #2</b>	The pricing sheets included in Addendum 1 details a minimum wage for Porters and Handypersons for the first two (2) years of the contract. The contract also calls for increases to billable rates for the option years based on the CPI. What is the Contractors recourse when the CBA increases exceed the CPI?
<b>Answer #2</b>	The Contractor shall submit pricing that is inclusive of all overhead costs relating to this Contract.
<b>Question #3</b>	Is the Ten (10) Million dollar insurance coverage only applicable to WTC 4?
<b>Answer #3</b>	Please see Addendum #2 with revised insurance requirements.
<b>Question #4</b>	Are all supplies, materials and equipment (including but not limited to mops, buckets, sweepers, scrubbers, soaps, chemicals, carpet shampoo, toilet paper, hand towels, etc) supplied by the PANYNJ for any and all locations detailed in the bid?
<b>Answer #4</b>	The Port Authority will supply all materials and equipment.
<b>Question #5</b>	How many Porters and Handypersons are working on the current contract?
<b>Answer #5</b>	There are approximately ten (10) Porters and one (1) Handyperson on the current contract.
<b>Question #6</b>	Does a copy of the COI need to be included in the bid package on the opening date?
<b>Answer #6</b>	No.
<b>Question #7</b>	Can the Port Authority provide the list of seniority dates for current employees?
<b>Answer #7</b>	The Port Authority has been provided with the following seniority dates for Porters & Handyperson. The Port Authority cannot verify or guarantee the accuracy of same. <ol style="list-style-type: none"> <li>1. 7/30/73</li> <li>2. 6/11/86 - Handyperson</li> <li>3. 4/1/87</li> <li>4. 6/25/91</li> <li>5. 3/1/95</li> <li>6. 11/3/09</li> <li>7. 10/17/11</li> <li>8. 5/13/13</li> </ol>

	9. 8/1/13 10. 3/23/15 11. 4/6/15
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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 DIVISION  
PROCUREMENT DEPARTMENT

BIDDER'S FIRM NAME: \_\_\_\_\_

INITIALED: \_\_\_\_\_

DATE: \_\_\_\_\_

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO  
STEVEN JOSEPH, WHO CAN BE REACHED AT (212) 435-4658 OR AT  
STJOSEPH@PANYNJ.GOV.