

THE PORT AUTHORITY OF NY & NJ

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

4/11/2016

ADDENDUM # 3

To prospective Proposer(s) on RFP #45335 Airport Shared Ride and Associated Services serving John F. Kennedy International Airport (JFK), LaGuardia Airport (LGA), Newark Liberty International Airport (EWR), and Stewart International Airport (SWF)

Due back on 4/20/2016, no later than 2:00 PM

I. CHANGES/MODIFICATIONS

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

- a. Delete Attachment G entitled “*Certified Environmentally Preferable Products/Practices*” in its entirety and replace with “*Attachment G - Regional Matrix Checklist*” dated 4/1/16.
- b. Request for Proposal, Page 8, Paragraph 2 entitled “*Scope of Work*,” first paragraph, first sentence after “*between*”: delete “*ten (10)*” and replace with “*seven (7)*”.
- c. Request for Proposal, Page 11, Paragraph 3 entitled “*Proposer Perquisites*,” item “*a*,” second sentence after “*between*”: delete “*ten (10)*” and replace with “*seven (7)*”.
- d. Request for Proposal, Page 11, Paragraph 3 entitled “*Proposer Perquisites*,” item “*b*,” first sentence after “*between*”: delete “*ten (10)*” and replace with “*seven (7)*”.
- e. Attachment E entitled “*Permit*,” Page 3, Paragraph 2, item (a): after “*accommodating*” delete “*ten (10)*” and replace with “*seven (7)*”.
- f. Attachment E entitled “*Permit*,” Page 9, Paragraph 12, entitled “*Vehicle Types, Response to Complaints, Knowledge of Areas Served and Driver Courtesy*,” item “*a*”: after “*than*” delete “*ten (10)*” and replace with “*seven (7)*”

II. PROPOSER'S QUESTIONS AND ANSWERS

The following information is available in response to questions submitted by prospective Proposers. The responses should not be deemed to answer all questions that have been submitted by Proposers 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 question asked by Proposers 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 representation, warranty or guarantee 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, oral or in writing, shall impair or limit the effect of the warranties of the Proposer required by this Proposal or Contract and the Proposer 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 #4	Please provide clarification as it pertains to your MBE/WBE percentage goal requirement? How is the Contractor's actual participation determined?
Answer #4	We request 12% MBE and 5% WBE of the total authorized dollar amount be subcontracted to MBE and WBE firms.
Question #5	Please provide a current DBE contractor list.
Answer #5	Refer to Request for Proposal, Page15, Paragraph 6, entitled "MBE/WBE Contracting And Subcontracting Provisions," fourth paragraph, for the following link: http://www.panynj.gov/business-opportunities/supplier-diversity.html ".
Question #6	What specific job titles from our company would be required to go through the background screening process?
Answer #6	It is not the specific job title but rather the type of work being performed that determines who from the Proposer's company would be required to go through the background screening process ("background check"). Any employee who comes or who may come into face-to-face contact with any passenger must pass a background check. This would include but not necessarily be limited to employees who drive and employees who handle baggage or otherwise assist customers.
Question #7	Are ADA vehicles required to have ten (10) seats?
Answer #7	We do not require that the ADA vehicles have ten (10) seats. However, the vehicle must meet Federal ADA requirements and must be able to accommodate the passengers and their traveling parties.
Question #8	Can a company (proposer) service more than one geographic area?

Answer #8	Yes.
Question #9	Are vehicles over 5 model years permitted for usage under this Contract?
Answer #9	No.
Question #10	Would the Port Authority consider accepting a van with seating less than ten (10) to fifteen (15) passengers?
Answer #10	Refer to Changes/Modifications above.

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 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 DIVISON
PROCUREMENT DEPARTMENT

PROPOSER'S FIRM'S NAME: _____

INITIALED: _____

DATE: _____

QUESTIONS CONCERNING THIS ADDENDUM MAY BE ADDRESSED TO SHANTA NELSON, WHO CAN BE REACHED AT (212) 435-4661 OR AT SNELSON@PANYNJ.GOV.

ATTACHMENT G – REGIONAL MATRIX CHECKLIST

4/1/2016

Name of Proposer:

<u>Shared Rides Regional Locations</u>	
<u>EWR</u>	
Manhattan	
Other NYC	
NY State	
Long Island	
New Jersey	
Connecticut	
Pennsylvania	
<u>LGA</u>	
Manhattan	
Other NYC	
NY State	
Long Island	
New Jersey	
Connecticut	
Pennsylvania	
<u>JFK</u>	
Manhattan	
Other NYC	
NY State	
Long Island	
New Jersey	
Connecticut	
Pennsylvania	
<u>Stewart Airport</u>	
Manhattan	
Other NYC	
NY State	
Long Island	
New Jersey	
Connecticut	
Pennsylvania	