

THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY
REQUEST TO QUALIFY (“RTQ”)
FOR
PORT AUTHORITY TRANS-HUDSON CORPORATION (PATH) – NEW YORK AND
NEW JERSEY FACILITIES – CHEMICAL GROUTING VIA WORK ORDER
CONTRACT PAT-646

SEPTEMBER 2015

I. INTRODUCTION:

The Port Authority of New York & New Jersey (the “Port Authority” or the “Authority”) is a body corporate and politic created by interstate compact between the States of New York and New Jersey with the consent of the Congress of the United States. The Port Authority, together with its wholly-owned subsidiaries, provides the region with integrated transportation and trade services and operates facilities in connection therewith, including, but not limited to, six airports, interstate traffic through four bridges and two tunnels, a bus terminal, a bus station, the PATH rapid transit system, the Hoboken-lower Manhattan ferry service, the World Trade Center site and certain New York-New Jersey port facilities.

Responses to this Request to Qualify (“RTQ”) are due on the Response Due Date set forth on the advertisement of this RTQ. Responses received after that date and time may not be accepted.

Only pre-qualified firms who have received written approval from the Authority will be asked to respond to future solicitations on the specific project described below.

II. PROJECT DESCRIPTION:

Contract No. PAT-646, entitled “PATH – New York and New Jersey Facilities – Chemical Grouting via Work Order”. This work will be performed throughout the PATH system including stations and tunnels. It is anticipated, but not guaranteed, that the work required by the Contractor may include, but may not necessarily be limited to the following:

A. Scope of Work

1. Perform pressure grouting into concrete, soil, or rock to fill voids and seal water leaks using either cement or chemical grouts.
2. Provide cutting, patching, and removal of existing construction as necessary to perform the pressure grouting.
3. Protect pedestrian traffic, existing adjacent utilities, and existing surfaces to remain and finished surfaces.
4. Work on active railroad at various tunnels and stations of the PATH system in New York and New Jersey while train service is operational.
5. Perform work in space-restricted areas.

6. Strict coordination with PATH facility forces, and other Contractors in order to limit disruption to the PATH passengers, train services, maintenance operations, and other ongoing construction.

B. Estimated Total Contract Price

For information purposes only, PATH estimates that the maximum compensation for the aggregate of all work orders is \$1,000,000.

C. Contract Schedule

It is anticipated, but it is not guaranteed, that Bid Document(s) may be available to pre-qualified bidders in October 2015. It is the present intention of the PATH to have all Work under the Contract completed within 36 months after award of the Contract.

III. SUBMITTAL INSTRUCTIONS AND CONTENT

A. Requirements

To be considered for prequalification, the respondent must demonstrate to the satisfaction of the Chief Engineer of the Authority that it meets the minimum requirement of the RTQ as stated in Paragraphs III.A.1 and III.A.2. Company brochures alone shall not be submitted for the purpose of demonstrating experience and technical expertise. Submittals must be tailored to the specific requirements of this RTQ. If the respondent cannot demonstrate that it meets all of the below mentioned qualifications, then the respondent may with others form a joint venture and request that the joint venture be pre-qualified as set forth in Paragraph B5 below.

1. Minimum Experience of the Firm:

The firm must meet the following criteria:

Completed or substantially completed, as a prime or general contractor, at least two (2) Contracts within the previous five (5) years of size, type and complexity comparable to that indicated in Paragraphs II A&B above.

The firm may also qualify if, during the time period as stated above, the prospective bidder or persons or entities owning and controlling the prospective bidding firm, shall have satisfactorily performed and completed, as owners or controlling interests in another firm, services of similar scope to those required under this Contract. The work must have been completed skillfully, in a satisfactory manner and on time.

2. Minimum Qualifications of the Project Manager and Superintendent

The firm's Project Manager/Superintendent must have a minimum of five (5) years construction experience on contracts comparable in size, type and complexity outlined in Paragraphs II.A.1 and II.A.2 and that involve performing work on or near active rail is essential.

B. Submittals

The following items must be submitted in order to be considered for qualification on this specific project:

1. Attachments

In order to expedite the evaluation of the qualification information furnished, the prospective bidder must complete and submit the attached documents. Responses that fail to adhere to this stipulation may be excluded from consideration. The following attachments are incorporated herein and must be submitted:

- A. Contractor's Qualification Statement
- B. Agreement on Terms of Discussion

2. Performance and Payment Bond

The prospective bidder must be able to obtain a Performance and Payment Bond for the amount indicated in paragraph II.B from a surety company whose name appears on the current list of the Treasury Department of the United States as acceptable as a surety upon federal contracts. A letter from the surety company must be submitted with this RTQ.

3. Experience Modification Ratio

The prospective bidder must submit a copy of the most recent Experience Modification Ratio (EMR) for itself and for each of its named Subcontractors as a measure of the respondent's safety record. If the ratio exceeds 1.2, a written explanation shall be provided.

4. Required Licenses/Certifications

The Contractor and/or proposed sub-contractors must have all required NJ, NYS and / or NYC certifications and / or licenses to perform the work in accordance with codes, rules and regulations if applicable.

5. Joint Ventures

PATH will entertain requests for prequalification from a joint venture. If a joint venture is pre-qualified to submit bids, or if two or more entities separately pre-qualified to bid elect to submit a bid as a joint venture, all participants in the joint venture shall be bound jointly and severally and each participant shall execute the bid. If the prospective bidder cannot demonstrate that it meets all of the referenced qualifications, then the prospective bidder may with others form a joint venture and request that the joint venture be deemed to be the prospective bidder (i.e. members of the joint venture may meet the qualification requirement collectively.)

IV. SUBMISSION INSTRUCTIONS

Respondents must clearly indicate the RTQ# and Title on the outside of any package or document submitted in connection with this Contract.

The Respondent shall submit six copies of the required qualification information or, preferably, one hard copy and six copies in CD-Rom format to Marjorie Crump in sufficient time so that the Authority receives it no later than 4:00 p.m. on October 23, 2015.

A. PLEASE NOTE THE FOLLOWING-

All proposals must be delivered in sealed envelopes and/or packages.

The Procurement Department has been located at 4 World Trade Center (4 WTC), located at 150 Greenwich St., 21st Floor, New York, New York, 10007.

PLEASE READ THE FOLLOWING DELIVERY REQUIREMENTS

CAREFULLY. Bidders assume all responsibility for delays or problems in delivery.

<u>Proposal</u> submissions will be received at:
The Port Authority of New York and New Jersey Attention: Proposal Custodian Procurement Department 4 World Trade Center 150 Greenwich Street, 21st Floor New York, NY 10007
At this address, proposals will be accepted only via the United States Postal Service, UPS or hand delivery. Clearly mark the solicitation number on the outermost package.

- B. There is extensive security at the World Trade Center Site. You must present a valid government-issued photo ID to enter 4 WTC. Individuals without packages or carrying small packages, envelopes or boxes that can be conveyed by hand or on a hand truck may enter through the lobby. All packages, envelopes and boxes may be subject to additional security screening.
- C. There is no parking available at 4 WTC/150 Greenwich Street, and parking in the surrounding area is extremely limited.
- D. Express carrier deliveries by commercial vehicles may be made only via vendors approved by Silverstein Properties, the WTC Property Manager, through the Vehicle Security Center (VSC). Presently, UPS is the only delivery vendor with approved recurring delivery times. UPS makes deliveries to 4 WTC around 9:30 a.m. each day. Please plan your submission accordingly.
- E. As additional express carriers may be approved by Silverstein Properties and scheduled for recurring delivery times with the VSC, this information may be updated.
- F. Under certain circumstances, a solicitation may allow for a commercial vehicle to be approved to make a delivery in accordance with the VSC procedures. If applicable, the specific solicitation document will include that information.

- G. The Port Authority assumes no responsibility for delays, including, but not limited to, delays caused by any delivery services, building access procedures, or security requirements.
- H. All proposals must be delivered in sealed envelopes and/or packages. Address the Proposal as provided above. In case of conflict, the reproducible original of the Proposal shall take precedence over material on the compact discs.
- I. In each submission to the Authority, including any return address label, information on the compact disc and information on the reproducible original and copies of the Proposal, the Proposer shall use its **FULL LEGAL NAME WITHOUT ABBREVIATIONS**. Failure to comply with this requirement may lead to delays in contract award and contract payments, which shall be the responsibility of the Proposer.
- J. Provide the address of your firm to which any written correspondence should be sent.
- K. The cover of your submittal must include the RTQ Number (as stated above) and the RTQ title. The Authority assumes no responsibility for delays caused by any delivery services.
- L. If your proposal is to be hand-delivered, please note that only individuals with proper identification (e.g. photo identification) will be permitted access to the Authority's offices. Individuals without proper identification shall be turned away and their packages not accepted.

Late submittals may be rejected.

Any questions concerning this RTQ should be directed to Marjorie Crump at mcrump@panynj.gov. Neither Marjorie Crump nor any employee of the Authority is authorized to interpret the RTQ or give additional information as to its requirements. Such interpretation or additional information will only be given by written addendum to this RTQ.

IV. CONFLICT OF INTEREST

If the Proposer or any employee, agent or subcontractor of the Proposer may have, or may give the appearance of a possible conflict of interest, the Proposer shall include in its proposal a statement indicating the nature of the conflict. The Authority reserves the right to disqualify the Proposer if, in its sole discretion, any interest disclosed from any source could create, or give the appearance of, a conflict of interest. The Authority's determination regarding any question(s) of conflict of interest shall be final.

VI. NOTIFICATION

Notification as to whether a prospective bidder has been pre-qualified will be made only by a notice in writing, signed by the Director of Procurement or her designated representative on behalf of the Authority and mailed or delivered to the office designated by the prospective bidder in its response to this RTQ.

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ATTACHMENT I - AGREEMENT ON TERMS OF DISCUSSION

PORT AUTHORITY TRANS-HUDSON CORPORATION (PATH) – NEW YORK AND NEW JERSEY FACILITIES –
CHEMICAL GROUTING VIA WORK ORDER

CONTRACT PAT-646

The Port Authority's receipt or discussion of any information (including information contained in any proposal, vendor qualification(s), ideas, models, drawings, or other material communicated or exhibited by us or on our behalf) shall not impose any obligations whatsoever on the Port Authority or entitle us to any compensation therefor (except to the extent specifically provided in such written agreement, if any, as may be entered into between the Port Authority and us). Any such information given to the Port Authority before, with or after this Agreement on Terms of Discussion ("Agreement"), either orally or in writing, is not given in confidence. Such information may be used, or disclosed to others, for any purpose at any time without obligation or compensation and without liability of any kind whatsoever. Any statement which is inconsistent with this Agreement, whether made as part of or in connection with this Agreement, shall be void and of no effect. This Agreement is not intended, however, to grant to the Port Authority rights to any matter, which is the subject of valid existing or potential letters patent.

Any information (including information contained in any proposal, vendor qualification(s), ideas, models, drawings, or other material communicated or exhibited by us or on our behalf) provided in connection with this procurement is subject to the provisions of the Port Authority Freedom of Information Code and Procedure adopted by the Port Authority's Board of Commissioners on October 22, 2014, which may be found on the Port Authority website at: <http://www.panynj.gov/corporate-information/pdf/foi-code.pdf>. The foregoing applies to any information, whether or not given at the invitation of the Authority.

(Company)

(Signature)

(Title)

(Date)

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DO NOT RETYPE.

THE PORT AUTHORITY OF NEW YORK AND NEW JERSEY

CONTRACTOR'S QUALIFICATION STATEMENT FOR PATH – NEW YORK AND NEW JERSEY FACILITIES –CHEMICAL GROUTING VIA WORK ORDER - CONTRACT PAT-646

SEPTEMBER 2015

A. Contractor's General Business Information

q Statement submitted by:

Name of Firm:

Name of Principal:

Business Address:

Telephone No:

Fax No:

E-mail:

Name & Telephone No. of contact person if not individual mentioned above:

Check how bid will be submitted: Single Entity Joint Venture

If a Joint Venture, each participant in such Joint Venture must submit all the information that is required for a single entity.

Indicate the type of work generally performed with your own work force.

q Indicate which part of the work indicated in Paragraph II.A. of the attached Request to Qualify Information ("RTQ") you plan on performing with your own forces and what work you plan on sub-contracting to another firm.

Work to be performed with own forces:

Work to be performed by sub-contractors:

B. Relevant Experience and Past Performance:

- q On **Schedule A**, below, list construction contracts completed by your firm which document **your firm's meeting of the requirements indicated in Paragraph II.A**. If a joint venture, list each joint venture partner's projects separately. Indicate if the contract was performed by your firm's own forces or by a sub-contractor. Submit each project on one page in the following format.

CONTRACTS COMPLETED:

Project Name, Location and Description	Owner/ Name Address & Tel No	Design Engineer*	Date Completed	Contract Amount	Percent age of Work Comple ted by Own Forces

***Include Name, Address and Phone No. of Reference Contact**

****Indicate amount of Firm's contract and if work was done as prime contractor**

- q On **Schedule B**, attached, list the name and qualifications of the individual who will function as the **Project Manager** as well as those of any other **key construction supervision personnel** to be assigned to the Contract along with the anticipated function and relevant experience of each person in the format below. Attach resumes.

KEY CONSTRUCTION SUPERVISION PERSONNEL:

Name	Position	Date started with Organization	Date started in Construction	Prior Positions and Experience in Construction

- q On **Schedule C**, attached, list projects **currently under construction** (work on **hand and bids submitted**) by your firm. If joint venture, list each joint venture partner's projects separately. Please follow format below in one page per contract.

CURRENT WORK ON HAND:

FIRM NAME: _____

Project Name, Location and Description	Owner. Name Address/ Tel No.	Design Engineer	Contract Amount	Scheduled Completion Date and Percentage Complete

SCHEDULE D: CURRENT BIDS SUBMITTED:

FIRM NAME: _____

Project Name, Location and Description	Owner Name, Address & Tel No	Design Engineer*	Contract Amount	Low Bidder (Y/N)	Anticipated award Date/Contract Duration

***Include Name, Address and Phone No. of Reference Contract**

****Indicate amount of Firm's contract and if work was done as prime contractor**

Does your firm have the required certification(s) and/or license(s) required under paragraph II.A, if required? **Yes** **No** **Not Applicable**

If Yes - Submit documentation of required certification(s) and/or license(s)

If No, indicate how you plan on meeting this requirement:

- q Has your firm ever failed to complete any construction contract awarded it?
 Yes **No**

If yes, describe the circumstances on a separate piece of paper.

- q **In the last five years, has your firm ever failed to substantially complete a contract in a timely manner?** **Yes** **No**

If yes, describe the circumstances on a separate piece of paper.

- q Identify prior contracts that contained stated goals for M/WBE participation and how such goals were met or exceeded:

Contract	Stated Goals	Actual % Obtained	Comments

Financial Information:

- q Can your Firm provide a Performance And Payment Bond for the full amount required? **Yes** **No**

- q Indicate approximate total bonding capacity: _____

- q Indicate name of your proposed surety company and name, address and phone number of agent:

Name: _____

Address: _____

Telephone No. _____

- q **Submit letter from your surety documenting your ability to submit the required Bond.**

D. Certification

I hereby certify that the information submitted herewith, including attachments, is true to the best of my knowledge and belief.

(Business name of Firm)

By: _____
(Signature of officer of Firm)

(Title of officer of Firm)

(Signature of officer of Firm)

Dated: _____

(Type or print title of officer of Firm)



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