

November 12, 2013

SUBJECT: REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF LEGAL SUPPLEMENTAL STAFFING SERVICES AS REQUESTED ON AN “AS-NEEDED” BASIS DURING 2014, 2015 AND 2016 (RFP #35248) – ADDENDUM #1

Dear Sir or Madam:

The Port Authority of New York and New Jersey hereby offers to amend the subject Request for Proposal (RFP), dated October 31, 2013, as follows:

As stated on Page 2, Section III, Submission Requirements, Paragraph D, Complete Attachment D using the Excel Spreadsheet in the following link: [Attachment D \(Forms D-1 and D-2\)](#).

The following question was received from an RFP recipient. The question and corresponding answer are provided for your information and use, as appropriate:

In the RFP for Legal Supplemental Staffing Services, it states that a proposer firm must demonstrate a “minimum average of ten (10) legal placements per month” in the New York City metropolitan area during the prior 12 months. Does this mean that the proposer firm must, on average, have 10 legal temps per month working OR that the firm must, each month, on average place an additional 10 new legal temps?

Answer: The firm must, on average, have 10 legal temps working per month within the New York metropolitan area during the past twelve (12) months.

The due date for receipt of proposals remains 2:00 p.m. on November 22, 2013.

If you have any questions, please contact Ms. Susie Tom, Senior Contracts Specialist, at stom@panynj.gov.

Sincerely,

Tim Volonakis
Assistant Director
Procurement Department