

October 2, 2019

**SUBJECT: REQUEST FOR PROPOSALS FOR INDEFINITE QUANTITY CONTRACTS (IQCs) FOR THE PERFORMANCE OF EXPERT PROFESSIONAL PROJECT CONTROLS SERVICES FOR FEDERALLY FUNDED MAJOR CAPITAL PROJECTS ON AN “AS-NEEDED” BASIS DURING 2019 THROUGH 2022 RFP # 58027 - ADDENDUM # 1**

Dear Sir or Madam,

- 1) **Section III. L** is intentionally omitted
- 2) Delete **Section III. M** in its entirety and replace with the following new **Section III.M.**

**“M. DBE/MBE/WBE SUBMISSION REQUIREMENTS**

The Proposer shall include a statement confirming their commitment to complying with the following requirements. Individual Task Orders will specify either DBE goals or MWBE goals.

i) DBE Submission Requirements:

In accordance with Attachment D, the Proposer shall submit: 1) the completed DBE Participation Plan and Affirmation Statement (Appendix A2) for each DBE firm it intends to use on this Agreement and, 2) the completed Information on Solicited Firms form (Appendix A4), listing every firm that provided a quotation to the Proposer for any subcontract to be performed under this Agreement, whether the firms are DBE certified and whether the firms’ quotes were included in the final Proposal.

ii) MBE/ WBE Submission Requirements

In accordance with Attachment D1, the Proposer shall submit the MBE/WBE Participation Statement (Form PA 3760C).”

- 3) On Page 8 of the RFP Letter, delete the Section title **“VII. ADDITIONAL INFORMATION:”** and replace with **“VIII. ADDITIONAL INFORMATION:”**
- 4) The following questions were received from a Request for Proposals (RFP) recipients(s). The questions and the corresponding Authority answers are provided for your information and use, as appropriate.

**Question1:** Please clarify if all proposers should submit a copy of the DBE requirements, and if so, should these documents be emailed or mailed, per:

Attachment D, page 25: “The proposer shall make all DBE Program submissions required by this solicitation to the Port Authority Procurement Department contact with a copy to OBDCR. Once awarded, the successful proposer (Contractor) will make all DBE Program submissions to OBDCR at the following address and email address:

Name – Jacqueline Carroll  
E-mail – jcarroll@panynj.gov  
Telephone No.: (201) 395-3958  
Address: The Port Authority of NY & NJ  
2 Montgomery Street, 2nd Fl. Jersey City, NJ 07302

**Answer 1:** See 2) above.

**Question 2:** Should there be a section “L” in the Proposal Submission Requirements between “K” and “M”?

**Answer 2:** See 1) above.

**Question 3:** Are Responses to questions being posted on PANYNJ’s website as completed, or on a specific date?

**Answer 3:** Yes, responses will be posted on the PANYNJ website when completed.

If you have any questions, please contact Ms. Megan Connors, Principal Contract Specialist, at [meconnors@panynj.gov](mailto:meconnors@panynj.gov)

Sincerely,

Joann Spirito  
Manager, Construction/ Federal Procurement & Compliance  
Procurement Department