

July 10, 2018

SUBJECT: REQUEST FOR PROPOSALS FOR PERFORMANCE OF EXPERT PROFESSIONAL INTERNAL AUDIT SERVICES AS REQUESTED ON A “CALL-IN” BASIS DURING 2019 THROUGH 2022 (RFP# 52798) – ADDENDUM #2

Dear Sir or Madam:

The Port Authority of New York and New Jersey (the Authority) hereby amends the subject Request for Proposals (RFP), dated June 25, 2018, as follows:

RFP Letter

On page 7, under Section V. Additional Information, insert the following language as the first two paragraphs:

“The Port Authority embraces a workplace where the values of diversity and inclusion support varying perspectives and backgrounds to produce a richer environment.

The Port Authority expects all our consultants, contractors and vendors, to demonstrate a similar commitment, and undertake every effort to ensure their project teams represent the diverse makeup of the communities in and around the Port District.”

The following questions were received from RFP recipient(s). The questions and the corresponding Authority answers are provided for your information and use, as appropriate.

Question #1: What are the core technology systems utilized by the Authority and their related functions for the subject services?

Answer #1: The primary application that the Consultant will utilize to perform the subject services is Microsoft Office Suite.

Question #2: Under Section III. Letter H of the RFP Letter – We understand this paragraph to say a MBE/WBE report must be submitted prior to services being delivered. Is it correct that we do not have to submit a report with the proposal response?

Answer #2: Should your firm be selected for the subject services, your firm shall use every good-faith effort to utilize subconsultants who are Authority-certified MBEs or WBEs to the maximum extent feasible.

The date for receipt of proposals for the subject RFP remains 2:00 P.M. on July 17, 2018.

If you have any questions, please contact Ms. Monika Radkowska, Senior Procurement Support Specialist, at mradkowska@panynj.gov.

Sincerely,

David Gutiérrez
Assistant Director
Procurement Department