

July 12, 2018

**SUBJECT: REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF EXPERT PROFESSIONAL RESILIENCE AND SUSTAINABLE DESIGN SERVICES (BUILDINGS) AS REQUESTED ON A “CALL-IN” BASIS DURING 2019-2022 (RFP# 53303) - ADDENDUM #4**

Dear Sir or Madam:

The Port Authority of New York and New Jersey hereby offers to amend the subject Request for Proposals (RFP), dated June 28, 2018, as follows:

**In the RFP Letter:**

On page 1, after the second paragraph which ends with “of the subject services”, skip a line and insert the following:

**I. PROPOSER REQUIREMENTS:**

The Authority will consider only those firms who are able to demonstrate compliance with the following minimum qualifications requirements:

Successful completion of multidisciplinary building design and construction projects of varying scales and degrees of complexity within the past five (5) years, including at least:

- A. Three (3) non-residential building design projects, including interior fit outs, designed to achieve LEED 2009 or Version 4 certified equivalency, or greater, preferably in the states of New Jersey or New York;
- B. Three (3) non-residential building design projects located in a current or projected future FEMA coastal AE or VE Zone, which adhere to and preferably exceed local codes and national standards for flood resistant design and construction, preferably in the states of New Jersey or New York;

A determination that a Proposer meets the foregoing requirement(s) is no assurance that the Proposer will be selected for performance of the subject services. Firms that do not meet these requirements will not be considered.

**Please renumber subsequent sections, as appropriate:**

On page 7, Section III, Submission Requirements (previously Section II. prior to above addendum), after the first sentence ending with “the following information”, skip a line and insert the following:

A. Transmittal Letter

Submit the transmittal letter, on letterhead, signed by an authorized representative, demonstrating compliance with each of the aforementioned “Proposer Requirements”. For all projects referenced, include the name of the company, a contact person and current telephone number for verification purposes.

**Reletter subsequent items, as appropriate.**

On page 3, Paragraph E., Staff Qualifications and Experience (previously paragraph D. before the above addendum), third line, after the word “services.”, insert the following:

Demonstrate the design team’s ability to:

- 1) Promote and ensure the holistic and cost-effective integration of sustainable design principles and strategies into the design process;
- 2) Coordinate the LEED certification process, including preparation of all relevant design and construction documentation;
- 3) Assess, select, and design code-compliant and context-appropriate flood mitigation measures (including physical and operational strategies) that respond cost-effectively to current and future coastal flooding risks;
- 4) Develop post-construction operations and maintenance (O&M) documentation and training materials, for facility personnel on:
  - a. The proper care and management of sustainable design features, such as green roofs, and/or
  - b. The proper deployment, storage, and maintenance of flood protection devices and permanent installations.
- 5) Required disciplines include:
  - a. Professional Architects. Current LEED AP BD+C and/or ID+C accreditation preferred.
  - b. Professional Structural Engineers (buildings). LEED AP accreditation preferred.
  - c. Professional Mechanical Engineers. LEED AP accreditation preferred.
  - d. Professional Electrical Engineers. LEED AP and/or PEER accreditation preferred.
  - e. Professional Graphic Designers.
  - f. Professional financial analysts and/or economists, particularly with experience performing Benefit-Cost Analysis (BCA) reflecting shifting failure probabilities due to climate change.

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

**Question 1:** In regard to the subject solicitation, although not specified in the RFP, will the selected professional service firms be required to possess a Certificate of Authorization to practice Engineering in New York or New Jersey?

**Answer:** No. Although it is not required to possess a Certificate of Authorization to practice Engineering in New York or New Jersey, it is deemed advantageous to have said certification. The assembly of full service, multidisciplinary teams is encouraged.

**The due date for submittal of proposals remains July 26, 2018 at 2:00 P.M.**

If you have any questions, please contact Ms. Nicole Kuruszko, Solicitation Manager, at [nkuruszko@panynj.gov](mailto:nkuruszko@panynj.gov)

Sincerely,

David Gutiérrez  
Assistant Director  
Procurement Department