

PORT AUTHORITY OF NEW YORK AND NEW JERSEY

NOTICE OF INTENT TO SOLE SOURCE

The Port Authority of New York and New Jersey (PANYNJ) intends to establish a sole source contract with **Reflektive, Inc.**, located in **Raleigh, NC** to provide the following:

TITLE: **Employee Evaluation, Recognition/Feedback Application**

BRIEF DESCRIPTION: Reflektive has designed a custom cloud-based performance management platform used to administer the Port Authority's employee performance management program. The platform supports employee and manager objective setting, interim and year-end performance reviews, self and manager evaluations, performance feedback, review delivery, employee recognition, and performance management reporting and tracking. Its configuration is tailored to the agency's established performance criteria, measurable achievement objectives, evaluation methodology, and standardized organizational merit categories. The platform also incorporates the Port Authority's Shout Out! recognition program, a dedicated component designed to foster a culture of recognition by enabling employees to acknowledge and celebrate colleagues' contributions and accomplishments within the same integrated platform.

Firms who believe they can compete for this requirement are required to submit an email with a brief statement of their intent to compete. The statement and any other questions regarding this sole source should be directed to [Nancy Cruz at nacruz@panynj.gov](mailto:nacruz@panynj.gov) by **09/24/2026**.

The Port Authority does not guarantee that firms responding to this notice will be rendered a request to tender an offer for this procurement. In addition, the Port Authority does not guarantee that any solicitation will occur for this procurement, but reserves the right to solicit proposals.

Firms who have not done business with the Port Authority should register as a vendor at <https://www.panynjprocure.com>. Also, visit our website to view advertised bids at <http://www.panynj.gov/business-opportunities/bid-proposal-advertisements.html>.

NOTICE OF SOLE SOURCE PROCUREMENT

RESPONSES DUE: 09/24/2026 – 2:00 PM

BUYER NAME: Nancy Cruz

BUYER EMAIL: nacruz@panynj.gov