

**Olivencia, Mildred**

---

**From:** manncorporation@aol.com  
**Sent:** Monday, December 21, 2015 12:33 PM  
**To:** Olivencia, Mildred  
**Cc:** Torres-Rojas, Genara; Van Duyne, Sheree; Ng, Danny; Shalewitz, William  
**Subject:** Freedom of Information Online Request Form

Information:

First Name: Angie  
Last Name: Roman  
Company: Manna & Associates LLC  
Mailing Address 1: P.O. Box 1117  
Mailing Address 2:  
City: Kearny  
State: NJ  
Zip Code: 07032  
Email Address: [manncorporation@aol.com](mailto:manncorporation@aol.com)  
Phone: 201 991-7111  
Required copies of the records: Yes

List of specific record(s):

Good Afternoon, I recently sent in a FOIL Request to obtain the Payment Performance Bond for 42nd 9th Avenue- Port Authority Bus Terminal C. Contract BT-254.054. I did receive a reply letter from the Port Authority, stating that there is no PP Bond for this job. I am sending this FOIL Request to obtain a copy of the contract between the general contractor, Richards Plumbing Heating Co., Inc. and the owner, which would be Port Authority of NY NJ. I would like to see within the contract, where it states no bond is required for this job. If you have any questions, please call our office @ 201 991-7111. Have a lovely day.

**THE PORT AUTHORITY** OF NY & NJ

FOI Administrator

December 22, 2015

Ms. Angie Roman  
Manna & Associates LLC  
P.O. Box 1117  
Kearny, NJ 07032

Re: Freedom of Information Reference No. 16553

Dear Ms. Roman:

This is in response to your December 21, 2015 request, which has been processed under the Port Authority's Freedom of Information Code (the "Code", copy enclosed) for "a copy of the contract between the general contractor, Richards Plumbing Heating Co., Inc. and the owner, which would be Port Authority of NY NJ. I would like to see within the contract, where it states no bond is required for this job."

Material responsive to your request and available under the Code can be found on the Port Authority's website at <http://www.panynj.gov/corporate-information/foi/16553-C.pdf>. Paper copies of the available records are available upon request.

Please refer to the above FOI reference number in any future correspondence relating to your request.

Very truly yours,



William Shalewitz  
FOI Administrator

Enclosure

4 World Trade Center, 18th Floor  
150 Greenwich Street  
New York, NY 10007  
T: 212 435 3642 F: 212 435 7555

**THE PORT AUTHORITY OF NY & NJ**

July 22, 2013

Lillian D. Valenti  
*Director, Procurement*

**VIA FACSIMILE AND UPS NEXT DAY DELIVERY**

Richards Plumbing & Heating Co., Inc.  
103 Dobbin Street  
Brooklyn, NY 11222

SUBJECT: PORT AUTHORITY BUS TERMINAL REPLACEMENT OF FIRE PUMPS –  
CONTRACT BT-254.054  
**PURCHASE ORDER UBT254054**

Gentlemen:

The Port Authority of New York and New Jersey hereby accepts your proposal on the above Contract.

The Port Authority elects not to require you to furnish a performance and payment bond.

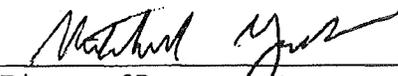
Your attention is directed to the clause of the Contract entitled "Time for Completion and Damages for Delay" and to the fact that before you may commence performance of the work you must furnish whichever of the documents mentioned in that clause are applicable.

Forwarded herewith for your use and compliance are "General Instructions Relating to the Direction and Processing of Correspondence and of Those Other Items Specified to be Submitted to the Port Authority Under the Terms of the Contract".

**In order to ensure that payments are processed properly, please include the above-referenced Purchase Order No. on all payment invoices and correspondence.**

Very truly yours,

THE PORT AUTHORITY OF NEW YORK  
AND NEW JERSEY

BY   
\_\_\_\_\_  
Director of Procurement

2 Montgomery Street, 3rd Floor  
Jersey City, NJ 07302  
T: 201 395 7477

**GENERAL INSTRUCTIONS RELATING TO THE DIRECTION AND PROCESSING OF  
CORRESPONDENCE AND OF THOSE OTHER ITEMS SPECIFIED TO BE SUBMITTED  
TO THE PORT AUTHORITY UNDER THE TERMS OF THE CONTRACT**

**DIRECTION OF CORRESPONDENCE**

1. **GENERAL**

In general, all official correspondence relating to the conduct of this contract shall be directed to the Construction Resident Engineer. In the case of correspondence or other items specified herein to be directed elsewhere, the Construction Resident Engineer shall be informed by copies of correspondence or letter of transmittal:

**CONSTRUCTION RESIDENT ENGINEER**

Mr. Aram Kaprielian  
Sr. Resident Engineer, Port Authority Bus Terminal  
The Port Authority of NY & NJ  
Port Authority Bus Terminal  
Engineering Construction Field Office  
625 8<sup>th</sup> Avenue – North Wing, 2<sup>nd</sup> Floor  
New York, NY 10018  
Tel: (212) 502-2284  
Fax: (212) 502-2275  
Email: [akapriel@panynj.gov](mailto:akapriel@panynj.gov)

2. **INSURANCE MATTERS**

Kirstin Brennan  
MRM Consulting Inc.  
Account Executive/Unit Leader  
1720 Post Road East – Bldg. #221  
Westport, CT 06880  
(203) 254-2072 Work  
(877) 277- 1882 Work  
(203) 451-3077 Mobile  
(877) 277-1886 FAX  
[kbrennan@mrmriskmanagement.com](mailto:kbrennan@mrmriskmanagement.com)

3. **APPROVAL OF SUBCONTRACTOR**

Mr. Aram Kaprielian  
Sr. Resident Engineer, Port Authority Bus Terminal  
The Port Authority of NY & NJ  
Port Authority Bus Terminal  
Engineering Construction Field Office  
625 8<sup>th</sup> Avenue – North Wing, 2<sup>nd</sup> Floor  
New York, NY 10018  
Tel: (212) 502-2284  
Fax: (212) 502-2275  
Email: [akapriel@panynj.gov](mailto:akapriel@panynj.gov)

---

4. **SHOP DRAWINGS AND CATALOG CUTS**

SEND DIRECTLY TO:

COPY OF TRANSMITTAL TO:

Jane Hegarty  
Assistant Director  
Engineering Management Services  
The Port Authority of NY & NJ  
2 Gateway Center – 11<sup>th</sup> Floor  
Newark, NJ 07102  
Telephone (973) 792-3600

5. **FOR APPROVAL OF SUBMITTALS REGARDING**

- a. Manufacturer/Source
- b. Physical Samples
- c. Product Data Sheets
- d. Test Reports and Data
- e. Mill Reports
- f. Substitution Request
- g. Manufacturers Certificates
- h. Certificates of Conformance
- i. Mix Designs
- j. Welding Procedures
- k. Welder Qualifications
- l. Technical Data Sheets
- m. Quality Control Procedures

Mr. Casimir J. Bognacki  
Manager, Materials Engineering Div.  
The Port Authority of NY & NJ  
241 Erie Street - Room 234  
Jersey City, New Jersey 07310-1397  
Tel: (201) 216-2984  
Fax: (201) 216-2949  
Copy of transmittal to  
Consultant (if any) for  
Information only - not processing

6. **ACCIDENT REPORTS**

Karl Lunan  
Manager of Claims  
The Port Authority of NY & NJ  
225 Park Avenue South – 13<sup>th</sup> Floor  
New York, NY 10003  
Tel. (212) 435-3424

Deputy General Counsel  
The Port Authority of NY & NJ  
225 Park Avenue South – 13<sup>th</sup> Floor  
New York, NY 10003  
Tel. (212)435-3417

You are requested to prepare a list of all submittals required under the Contract, by section, indicating the anticipated date when each such submittal will be transmitted. The list shall be submitted to the addressees under 1 and 5 above within 10 days after receipt of this letter.

You will be advised by a separate communication from the Engineer of Materials of the items of material and equipment that will require inspection at the point of manufacture or assembly together with instructions pertaining thereto. You will be similarly advised of the action taken on the required submittals of samples, material lists and their manufacturing sources.

The Construction Resident Engineer's office will instruct you further on specific contract requirements and the preparation of proper forms which must be used for progress payments, subcontractor approvals, and change orders.