

October 11, 2017

SUBJECT: REQUEST FOR PROPOSALS FOR THE PERFORMANCE OF EXPERT PROFESSIONAL ENVIRONMENTAL AND PRELIMINARY ENGINEERING SERVICES FOR THE PORT AUTHORITY BUS TERMINAL REPLACEMENT PROGRAM ON AN “AS-NEEDED” BASIS FOR 2017 THROUGH 2020 – ADDENDA #2

Dear Sir or Madam:

The Port Authority of New York and New Jersey hereby amends the subject Request for Proposals (RFP), dated September 25, 2017 as follows:

In the RFP letter:

On page 2, Section I. Proposer Requirements, Item C., line three, delete “seven (7)” and replace with “ten (10)”.

On page 4, Section III. Proposal Submission Requirements, Delete item I in its entirety and replace with:

I. DISADVANTAGED BUSINESS ENTERPRISE (DBE) PROGRAM

This Solicitation is subject to the United States Department of Transportation regulations on Disadvantaged Business Enterprises (DBEs) contained in Part 26 of Title 49 of the Code of Federal Regulations. Your attention is directed to Paragraph 24 of the Agreement in which the Authority has stated the goals for DBE participation in this project. The requirements for the DBE Program are located in Attachment D of this solicitation: Disadvantaged Business Enterprise (DBE) Program.

Proposers are required to submit the following DBE forms included in Attachment D with their Proposal.

1. APPENDIX A1: Professional, Technical and Advisory Services DBE Goals Statement
2. APPENDIX A2: Professional, Technical and Advisory Services DBE Participation Plan and Affirmation Statement

Provide your DBE Participation Plan by completing Appendix A2 of Attachment D, which shall briefly contain, at minimum, the following:

- a. Identification of DBEs: Provide the names and addresses of all DBEs included in the Plan. If none are identified, describe the process for selecting participant firms in order to achieve the good-faith goals under the Agreement.
- b. Level of Participation: Indicate the percentage of DBE participation expected to

be achieved with the arrangement described in the Plan.

- c. Describe the specific scope of work the DBE(s) will perform.
- d. Previous DBE Participation: Describe any previous or current DBE participation that the Proposer has utilized in the performance of similar services.
- e. Include the following DBE Appendices in the sealed envelope mentioned in Paragraph J. below.
 - 1) Appendix A1: DBE Goals Statement in accordance with Part III clause entitled “Disadvantaged Business Enterprise (DBE) Program”
 - 2) Appendix A2: DBE Participation Plan and Affirmation Statement
 - 3) Appendix A4: Information on Solicited Firms

*Note: APPENDIX A3: Modified DBE Participation Plan and Affirmation Statement, is neither included with these proposal documents nor required at the time of proposal submission.

The following questions are from RFP recipients. The questions and the corresponding Authority answers are provided for your information and use, as appropriate:

Question 1: Can the Environmental component be undertaken by a sub consultant?

Answer: Yes.

Question 2: Will the Port Authority make the documents referred to in IV.B as “Reference Documents” (previous and ongoing studies relevant to the Port Authority Bus Terminal Program) available to proposers during this RFP period?

Answer: No. The Reference Documents referred to in section IV., item B will only be provided to the selected Consultant.

Question 3: Have the consultants or Port Authority staff who performed the previous Bus Terminal studies produced models (BIM, other 3D models), and what models/formats are these in? If yes, will the Port Authority make them available to proposers during this RFP period? If not during the RFP period, will the Port Authority make existing models available to the selected Consultant?

Answer: Yes, the Port Authority has building models that were produced as a result of previous Bus Terminal studies utilizing Autodesk Revit software. The existing models will be made available only to the selected Consultant after Award.

Question: Is the Proposer required to show a participation plan/achievement towards the DBE participation goals at each of the contract phases (i) Base Scope (Tasks A – I) and (ii) Optional Task (Task J and J-1), or can the Proposer show a holistic participation plan and achievement of the goals across the entire project scope (Tasks A - J-1 cumulatively).

Answer: At time of submittal of proposal, the proposed DBE plan applies to the Base Scope only. Optional Tasks will be evaluated if the Authority requests those Tasks be completed.

The due date of this RFP remains November 6, 2017 at 2:00 P.M.

If you have any questions, please contact Ms. Jessica Smith at JLSmith@panynj.gov

Sincerely,

Joann Spirito
Manager, Federal Procurement & Compliance
Procurement Department