

# THE PORT AUTHORITY OF NY & NJ

THE PORT AUTHORITY OF NEW YORK & NEW JERSEY  
PROCUREMENT DEPARTMENT  
4 WORLD TRADE CENTER, 150 GREENWICH STREET, FLOOR 21  
NEW YORK, NY 10007

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Date: January 27, 2017

## ADDENDUM #3

### TO PROSPECTIVE RESPONDENTS TO RFQ# 48332 REQUEST FOR QUALIFICATIONS FOR DESIGN-BUILD SERVICES RELATING TO THE NEWARK LIBERTY INTERNATIONAL AIRPORT TERMINAL A PROJECT

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**See attached responses to potential Respondents' questions.**

*Note: The attached document contains responses to questions submitted by prospective Respondents. The responses should not be deemed to answer all questions that have been submitted by Respondents to the Port Authority. It addresses only those questions that the Port Authority has deemed to require additional information or clarification. The fact that information has not been supplied with respect to any questions asked by a Respondent does not mean or imply, nor should it be deemed to mean or imply, any meaning, construction, or implication with respect to the terms.*

*The Port Authority makes no representations, warranties or guarantees that the information contained herein is accurate, complete or timely or that such information accurately represents the conditions that would be encountered during the performance of the Project. The furnishing of such information by the Port Authority shall not create or be deemed to create any obligation or liability upon it for any reason whatsoever and each Respondent, by submitting its Statement of Qualifications, expressly agrees that it has not relied upon the foregoing information and that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever. Accordingly, nothing contained herein and no representation, statement or promise, of the Port Authority, its Commissioners, officers, agents, representatives, or employees, oral or in writing, shall impair or limit the effect of the warranties of the submittals required by this Request for Qualifications, and the Respondent agrees that it shall not hold the Port Authority liable or responsible therefor in any manner whatsoever.*

This communication should be initialed by you and annexed to your Statement of Qualifications upon submission.

In case any Responding Teams fails to conform to these instructions, its Statement of Qualifications will nevertheless be construed as though this communication had been so physically annexed and initialed.

**THE PORT AUTHORITY OF NY & NJ**

RESPONDENT'S NAME: \_\_\_\_\_

INITIALED: \_\_\_\_\_

DATE: \_\_\_\_\_

**QUESTIONS / REQUESTS FOR CLARIFICATIONS / COMMENTS  
REGARDING REQUEST FOR QUALIFICATIONS (RFQ #48332)  
TERMINAL A REDEVELOPMENT PROJECT – NEWARK LIBERTY INTERNATIONAL AIRPORT**

| Question # | RFQ Section Reference | Question/Request for Clarification/Comment  | Port Authority's Response  |
|------------|-----------------------|---|--|
| 15         | Appendix C            | We will be submitting section 3 Financial Information in Part 2: Confidential and Proprietary Information. Please confirm only one (1) binder will be required and that the information can be provided in a sealed envelope.   | <ul style="list-style-type: none"> <li>▪ Confirmed.</li> </ul>   |
| 16         | Appendix C            | Please confirm we can submit section 4 Financial Information, and Form J on separate USB or if we must include these sections with the rest of the SOQ on a single USB, can the two aforementioned sections be redacted for FOIL (freedom of information law) purposes? | <ul style="list-style-type: none"> <li>▪ Respondents must submit section 4 and Form J on a single USB with the rest of the SOQ, but may create a folder on the USB labeled "Confidential" and store these files under this folder. These sections must not be redacted.</li> </ul> |
| 17         | Appendix C            | Please confirm OSHA Form 300A and NCII EMR ratings do not count towards the 30-40 page limit.   | <ul style="list-style-type: none"> <li>▪ Confirmed.</li> </ul>   |
| 18         | RFQ Forms             | Form G only has space to list 3 projects. As the Lead Contractor we have four (4) projects we will submit a Form C for. Please advise.  | <ul style="list-style-type: none"> <li>▪ Respondents may add a fourth column to Form G.</li> </ul>   |
| 19         | Appendix C            | It is noted in Appendix C, page 2, under 2.2 SOQ Electronic Copy that "The electronic copy must not be a scanned copy of the Respondent's SOQ". Can forms be scanned?   | <ul style="list-style-type: none"> <li>▪ Forms may be scanned as a .PDF and attached as part of the electronic copy of the SOQ, but the remaining portions of the SOQ must not be scanned from copies.</li> </ul>  |
| 20         | RFQ Forms             | The RFQ requires each Lead Contractor to submit a completed Form G (MBE/WBE Performance History) that documents MBE/WBE participation and compliance  | <ul style="list-style-type: none"> <li>▪ No.</li> </ul>  |

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|    |            | with achieving the established MBE/WBE performance goals on the representative projects identified on Form C. In the RFQ it states that the Authority is particularly interested in projects which demonstrate the Respondent's Team experience on LEED and major vertical infrastructure projects. Many LEED certified major vertical infrastructure projects have been private projects without any MBE/WBE goals. In an effort for Respondent's to best demonstrate scope of work experience and MBE/WBE compliance will the Authority consider separating the projects required on Form C and Form G? |  |
| 21 | Appendix C | Appendix C Section, Page 3 titles Part 1, Section 1 –“ Legal” while Page 5 titles it “Part 1, Section 1 – General Information”. Please confirm official name of Section 1, Part 1.  | <ul style="list-style-type: none"> <li>▪ The correct section title of Part 1, Section 1 is “Legal”.</li> </ul> |
| 22 | Appendix C | <p>SOQ must not be more than 30-40 pages. Please confirm that the 30-40 pages only applies to:</p> <ul style="list-style-type: none"> <li>▪ Part 1, Section 1 – Legal/General</li> <li>▪ Part 1, Section 2 – Technical</li> </ul> <p>Part 1, Sections 3 and 4 and Part 2 are specific to legal and administrative proceedings, financial condition and statements, voluntary project works and confidential statements.</p>   | <ul style="list-style-type: none"> <li>▪ Confirmed.</li> </ul>   |
| 23 | Appendix C | <p>Please confirm the following will not be counted as part of the 30-40 page limit:</p> <ul style="list-style-type: none"> <li>▪ Part 1, Section 1 – Legal/General Information <ul style="list-style-type: none"> <li>○ Evidence of BQQ</li> <li>○ Copy of Executed Agreement (If applicable)</li> <li>○ Copy of Teaming Agreement (if applicable)</li> </ul> </li> </ul>  | <ul style="list-style-type: none"> <li>▪ Confirmed.</li> </ul>   |

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|    |              | <ul style="list-style-type: none"> <li>○ Letter Acknowledging Joint and Several Liability (if applicable) <ul style="list-style-type: none"> <li>▪ Part 1, Section 2 – Technical Qualifications <ul style="list-style-type: none"> <li>○ Safety – OSHA 300A Log Reports</li> </ul> </li> </ul> </li> </ul>   |   |
| 24 | RFQ Forms    | Will the Owner please provide the required forms in Microsoft Word format?   | <ul style="list-style-type: none"> <li>▪ Please see our response to Question #5 in Addendum #1.</li> </ul>  |
| 25 | Appendix C   | Appendix C page 8 requires the narrative of the Lead Contractor and Lead Designer in response to Experience of Respondent’s Team to be five single-sided pages or less. Page 10 also requires narratives for key staff to be three single-sided pages or less. Can other pages within our response be double-sided? Or is it the Port of Authority’s preference to receive responses to be single-sided? | <ul style="list-style-type: none"> <li>▪ Our preference is for double-sided pages.</li> </ul>   |
| 26 | Appendix C   | Under Key Project Staff #3, is it correct to assume you are referencing Forms C, D and I as the forms for Reference Projects and the summary table?  | <ul style="list-style-type: none"> <li>▪ Please see our response to Question #10 in Addendum #1.</li> </ul>   |
| 27 | Appendix C   | Under Key Project Staff #3, for Key Personnel is it correct to assume you mean Form H for Key Project Staff Work Experience?   | <ul style="list-style-type: none"> <li>▪ Please see our response to Question #10 in Addendum #1.</li> </ul>   |
| 28 | Appendix C   | Financial Statements, Information and Letters item g – are we to include Form J to answer this items?  | <ul style="list-style-type: none"> <li>▪ You do not need to include Form J to answer this specific item, but you must submit a Form J as part of your SOQ submission.</li> <li>▪</li> </ul> |
| 29 | Appendix C   | Financial Statements, Information and Letters item h – are we to include Form K to answer this item?   | <ul style="list-style-type: none"> <li>▪ You do not need to include Form K to answer this specific item, but you must submit a Form K as part of your SOQ submission.</li> </ul>            |
| 30 | Form G       | In reference to Form G MBE / WBE Performance History, please confirm that only the Lead Contractor required to complete this form.   | <ul style="list-style-type: none"> <li>▪ Confirmed.</li> </ul>  |
| 31 | Section 5.11 | Regarding the procurement schedule (clause 5.11), would you please extend the closing time for SOQ submission deadline for 2 months?   | <ul style="list-style-type: none"> <li>▪ No – please see our response to Question #8 in Addendum #1.</li> </ul>   |

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| 32 | Section 6.3(a)(3) | Regarding the evaluation criteria of the SOQ (clause 6.3.a.3), is it acceptable to prove a bonding capacity letter from a surety broker or agent rather than a surety or sureties?                | <ul style="list-style-type: none"> <li>▪ No.</li> </ul> |
| 33 | Section 6.3(a)(3) | Regarding the evaluation criteria of the SOQ (clause 6.3.(a).3), is it acceptable to prove a credit reference letter from a bank rather than a bonding capacity letter from a surety or sureties? | <ul style="list-style-type: none"> <li>▪ No.</li> </ul> |