PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

December 4, 2023

SUBJECT: REQUEST FOR PROPOSALS FOR THE EXPERT PROFESSIONAL ENVIRONMENTAL DESIGN/ASBESTOS ABATEMENT SERVICES AS REQUESTED ON A "TASK ORDER" BASIS DURING A FOUR-YEAR TERM RFP #6000001839 – ADDENDUM #1: AS PER THE QUESTIONS RECEIVED DURING THE PRE-PROPOSAL MEETING HELD ON NOVEMBER 28, 2023

Dear Sir or Madam:

The following are questions from Request for Proposals (RFP) recipients. The questions and the corresponding Port Authority of New York and New Jersey (the Authority) answers are provided for your information and use, as appropriate.

Question #1: Is the Authority able to provide the list of the subject RFP's attendees and presentation from the November 28, 2023, pre-proposal meeting?

Answer #1: The Authority has attached the subject pre-proposal meeting's attendee list and presentation for your reference.

Question #2: For the resiliency and sustainability RFP, is the minimum requirement for the list of relevant projects to be demonstrated 3 or 5?

Answer #2: Proposers must demonstrate a minimum of three (3) projects for each of the categories for which they are proposing.

Question #3: Can we include any of our own firm documents, such as project descriptions and resumes in our firm templates, in addition to the Word templates?

Answer #3: Yes, however proposers should adhere to the RFP template as closely as possible.

Question #4: If the Prime Proposer is an MBE, will that count towards the MBE participation goal, or will the MBE Prime have to add another MBE to meet the goal?

Answer #4: The Prime can self-perform up to $2 million for non-construction projects.

Question #5: Will there be a limit on when past project was completed?

Answer #5: No, unless specifically requested within the proposer requirement.

Question #6: Is there a font requirement?

Answer #6: No, any legible font is acceptable.

Question #7: Under the Mechanical Design Services RFP, is vertical transportation systems its own subset?

Answer #7: Yes.

Question #8: Will work at airports be part of the MEP contract?

Answer #8: Yes, it is currently anticipated that airports and other facilities will be included in the make-up of the Task Order Requests.

Question #9: The due date for the Structural RFP states a different due date from the portal. Please confirm the correct due date.

Answer #9: The Structural RFP #6000001837 is due on December 11, 2023, at 2pm ET.

Question #10: Does the "Port District" as defined or mapped in the presentation, include Stewart Airport?

Answer #10: Yes. Visit this link for more information: Learn More About the Port Authority of New York and New Jersey - Your Questions Answered (panynj.gov)

Question #11: For the Structural RFP, please clarify if the minimum of two Structural Engineers required need to be located within the Port District.

Answer #11: The two Structural Engineers shall be Professional Engineers and shall be licensed in the State of NY or NJ, but do not have to be physically located in the Port District, but should be readily available for Task Order Requests that may have a short turnaround time.

Question #12: Is there any intent to consider diversity within companies when those companies are not qualified as an MBE, WBE or DBE, etc.?

Answer #12: While this is not a factor in a firm's evaluation, you shall note this in the MWBE portion of your Proposal, as your subconsulting plans will be reviewed and taken into consideration upon recommendation of award.

Question #13: Will submitting a proposal as a Prime who is a WBE or MBE preclude the Prime from submitting a Proposal for any subsequent MWBE services call-in RFPs that may be issued at a later date?

Answer #13: No.

Question #14: Can we include more resumes and projects than the requirements?

Answer #14: Yes.

Question #15: Should proposers include a management approach as part of the submittal? There doesn't appear to be a requirement/request for an approach in the RFP, but there have been several mentions of an approach during the presentation.

Answer #15: This is not required, as it is not a factor that is considered in the evaluation. A management approach would appear at a task order level, where the specific Scope of Services has been defined. While not required, you may include one with your Proposal, but that is a business decision of a firm.

Question #16: For the submission, can we convert the Word document to PDF and submit a PDF for the final document?

Answer #16: Yes.

Question #17: For Mechanical RFP, under HVAC/Plumbing/Fire Protection/CHRP, Tasks include Energy Modeling and Stress Analysis - is the stress analysis a holdover from the Structural RFP or is stress analysis a task under this category?

Answer #17: This is pipe stress/thermal stress analyses related to mechanical systems.

Question #18: If MBE is prime, can we fulfill 20% requirement?

Answer #18: See Answer #4.

If you have any questions, please contact the Solicitation Manager listed in each RFP.

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Pre-Proposal Attendance Sheet from November 28, 2023

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PORT AUTHORITY NY NJ

PERFORMANCE OF EXPERT PROFESSIONAL ENGINEERING DESIGN SERVICES AS REQUESTED ON A "TASK ORDER" BASIS DURING A FOUR-YEAR TERM

Five RFPs

For Information Purposes Only. Requests for Proposals will supersede any information included in this presentation.

Pre-Proposal Presentation

11-28-23 – 10:00 a.m.

AIR LAND RAIL SEA

AGENDA

- ❑ **Welcome** – ***Courtney Eddington, Solicitation Manager | Procurement***
- ❑ **Office of Diversity, Equity & Inclusion** – ***Glenessa Gordon, Assistant Director***
- ❑ **Scope of Service Highlights** – ***Dimitry Kogan, Chief Mechanical Engineer, John Kamocsai, Chief Structural Engineer, Jennifer Wuotinen, Sr. Pr. Environmental Engineer, John Lizzo, Chief Geotechnical Engineer, Joshua DeFlorio, Chief of Resilience and Sustainability | Engineering Department***
- ❑ **Insurance Requirements** – ***Edmund Stewart, Principal Risk Analyst, Treasury | Risk Financing***
- ❑ **Procurement Process** – ***Courtney Eddington, Solicitation Manager***
- ❑ **Q&A**

OFFICE OF DIVERSITY, EQUITY AND INCLUSION

Glenessa Gordon, Assistant Director

Office of Business Diversity, Equity & Inclusion

Attention to Diversity, Equity and Inclusion

PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

Our Mission is to keep the region moving.

Our Priorities: What we focus on to achieve this mission

Safety & Security	Capital Plan	Customer Experience	Operational Excellence	Sustainability	Employer of Choice
Provide peace of mind through world-class protection	Revitalize our infrastructure	Ensure a 21st century customer experience	Deliver first-class operations Maintain financial self-sufficiency	Reduce our environmental impact	Retain, grow and attract top talent

Our Standards: How we meet these priorities

Integrity	Diversity, Equity & Inclusion	Global Best Practices	21st Century Technology	Collaboration	Speed



PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

OFFICE OF DIVERSITY, EQUITY & INCLUSION

Priorities and Standards

1

Maximize opportunities available for minority, women-owned, small and disadvantaged business enterprises (MWSDBEs).

OPPORTUNITIES

2

Promote Workforce Diversity in Port Authority and tenant business activities.

DIVERSITY

3

Offer capacity-building services for MWDSBEs/SDVOBs.

CAPACITY BUILDING

4

Implement reforms and develop agency policies.

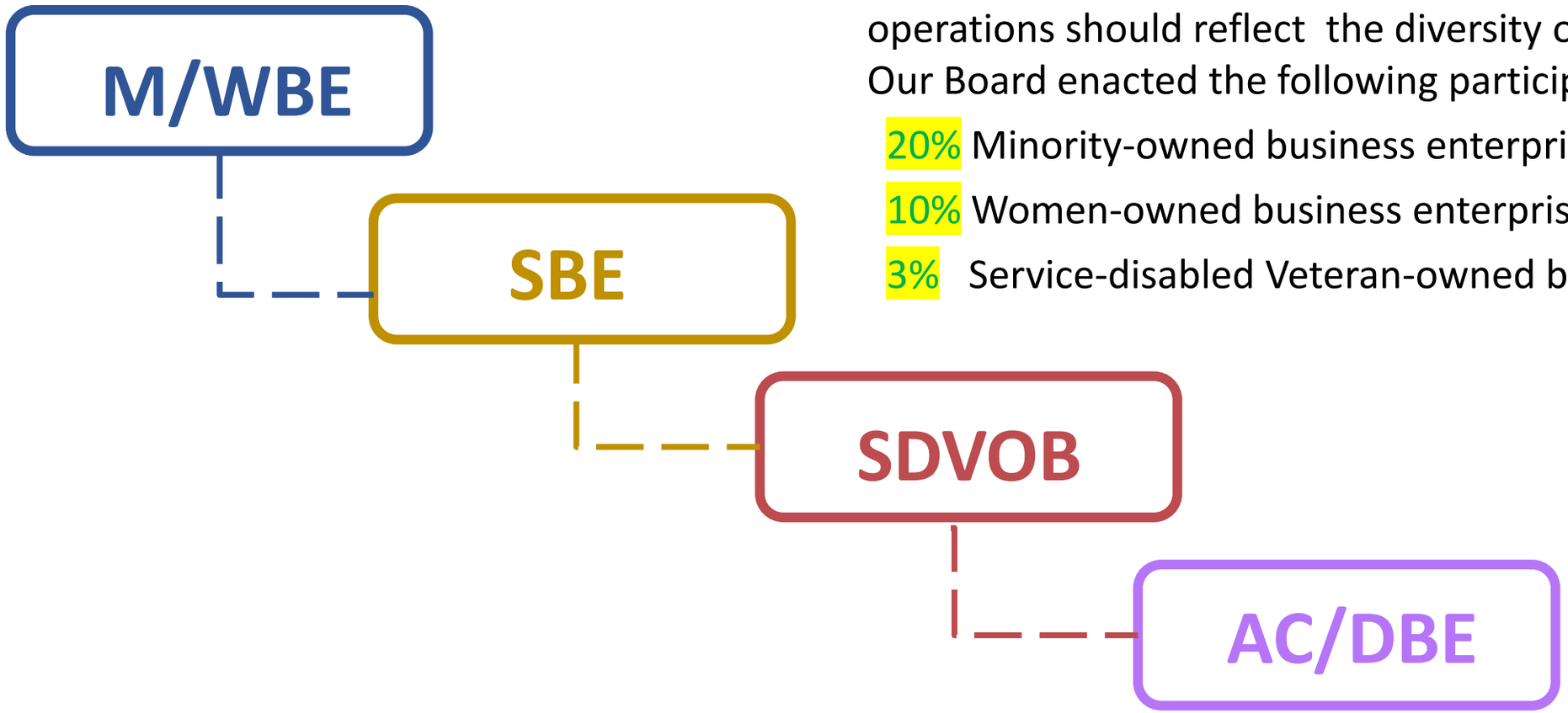
POLICY OVERSIGHT

5

Initiate remedial plans to address deficiencies. Enforce compliance measures to ensure goals are met.

COMPLIANCE

CERTIFICATION PROGRAMS



At the Port Authority of NY & NJ, we believe that our operations should reflect the diversity of our community. Our Board enacted the following participation goals:

- 20% Minority-owned business enterprises (MBE)
- 10% Women-owned business enterprises (WBE)
- 3% Service-disabled Veteran-owned businesses (SDVOB)

PORT AUTHORITY NY NJ
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Efforts to Achieve Good Faith Effort

- ❑ Submit participation plans with the RFP response or bid, as required by the contract.
- ❑ Create participation plans that provide **meaningful opportunities** for MBE/WBE/SDVOBs across the full spectrum of the project across all phases of the project, and categories of work and contracting tiers
- ❑ **Develop contracting packages** that are **commensurate with** capacity of the preponderance of the available pool of MBE/WBE/SDVOBs
- ❑ **Develop a 'Roadmap'** to inform a comprehensive participation plan for evaluation and approval with goals applied for **20% MBE, 10% WBE utilization and 3% SDVOB**
- ❑ Encourage the formation of joint ventures, partnerships or similar arrangements among subcontractors, as required to achieve the participation goals



Efforts to Achieve Good Faith Effort (cont'd)

- Ensure **diversity within diversity** in all areas of work and tiers (professional services, goods & operational services, and construction)
- **Establish transparent processes for pre-qualifying and selecting firms**
- After selecting MBE/WBE/SDVOB partners, **ensure their engagement** in conceptual design, project planning, means and methods and other types of program planning strategy meetings, related to their role in the project
- **Provide business capacity building support** through financial services, technical guidance and trainings, and business services support, as appropriate
- Conduct business affairs with MBE/WBE/SDVOB partners **in accordance with PANYNJ's standards**, including within our supplier code of ethics, prompt payment protocols, etc.

PA Forms

ATTACHMENT

MBE/WBE/SDVOB PARTICIPATION PLAN

This matrix is intended to graphically depict the MBE/WBE/SDVOB Participation Plan submitted by the Proposer to the Port Authority for the requested services

FIRM NAME	ADDRESS	INDICATE CERTIFICATION STATUS WITH PORT AUTHORITY	ESTIMATED PERCENTAGE OF PARTICIPATION (*Insert "N/A" if not applicable.)	DESCRIBE PROPOSED SCOPE OF WORK TO BE PERFORMED BY SUBCONSULTANT	LBE? YES/NO

IF NO FIRMS ARE IDENTIFIED ABOVE, DESCRIBE THE PROCESS FOR SELECTING PARTICIPANT FIRMS IN ORDER TO ACHIEVE THE GOOD FAITH GOALS UNDER THESE REQUESTED SERVICES.
[IF APPLICABLE, INSERT RESPONSE HERE]

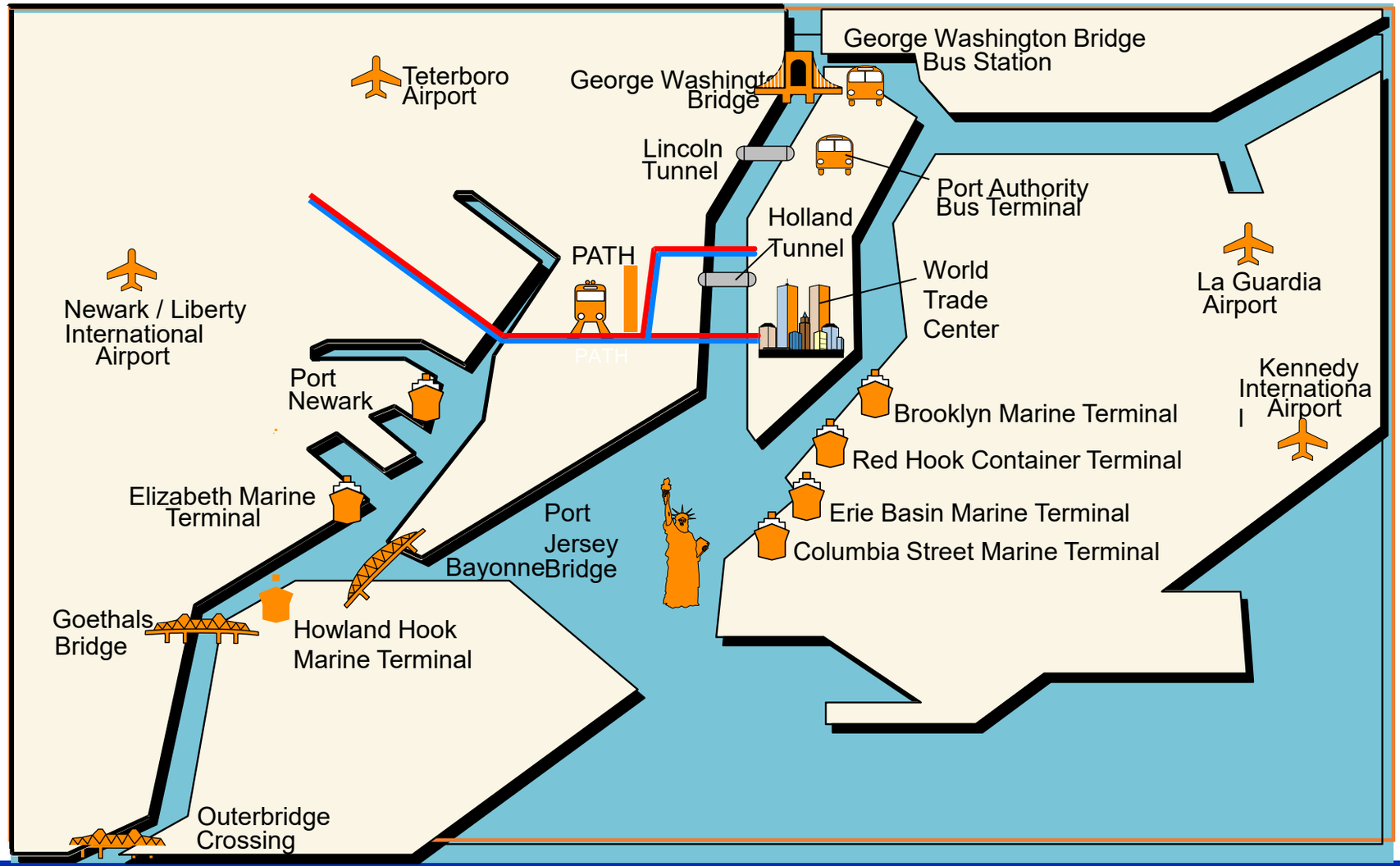
CERTIFICATION RESOURCES

- PA Website: www.panynj.gov/supplierdiversity
- Certification and to search for certified firms: https://panynj.diversitysoftware.com
- Certification Hotline: 212-435-7888
- Cert Help email: certhelp@panynj.gov
- We encourage firms seeking certification to also register with Procurement at www.paprocure.com to be considered for business opportunities and to fill out the PSFQ to participate in A&E business opportunities.

SCOPE OF SERVICES

Dimitry Kogan – Chief Mechanical Engineer

Port Authority Facilities and Interstate Transportation Network



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Mechanical Design: What We Do

Mechanical Engineering provides design solutions from concept to completion including condition assessment, studies, estimating, energy and life-cycle analysis, construction documents, staging, and commissioning, for the following:

- Aviation fueling
- Baggage handling
- Building management systems
- Central cooling and heating plants
- Fuel storage and distribution systems
- HVAC
- Plumbing and fire protection systems
- Security-enhance filtration
- Smoke management
- Tunnel ventilation
- Vertical Transportation

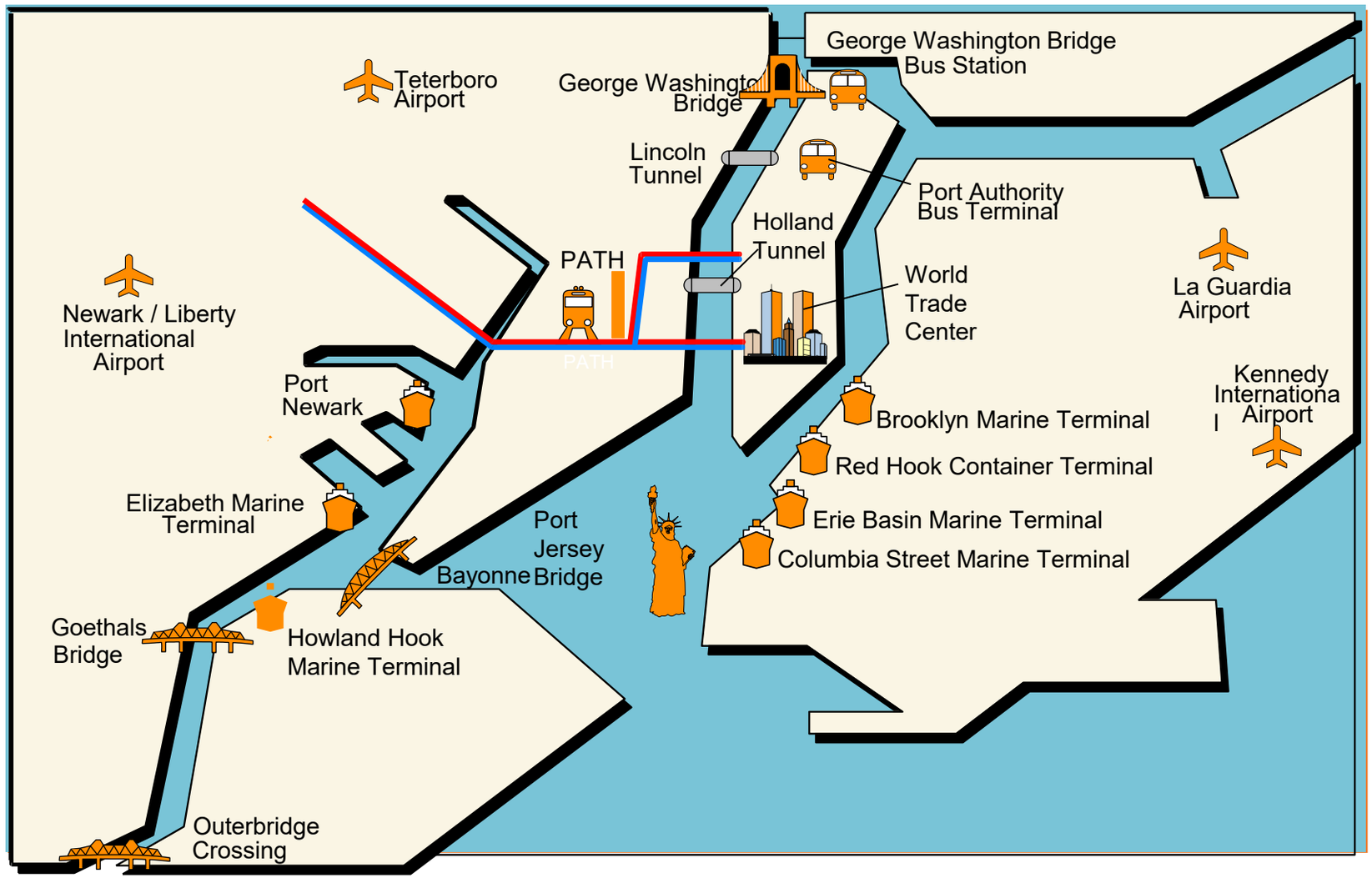
Mechanical Services:

- Services will be solicited via Task Order solicitations - typical services may include, but not limited to:
  - Preliminary or final design services – contract drawings require sufficient detail, so no field visit is required by contractor to bid the project.
  - Augmentation of Authority staff with an on-site Mechanical Engineer(s) – at least 7 years design experience with transportation infrastructure projects. Prepare contract drawings and documents, review designs and construction submittals.

SCOPE OF SERVICES

John Kamocsai, Chief Structural Engineer

Port Authority Facilities and Interstate Transportation Network



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Engineering - Structural Design:

The Structural Design Division provides professional structural engineering services to the Agency's Line Departments. The services generally consist of preparing engineering studies, condition survey, structural designs, contract documents, technical specifications, and construction cost estimate, for a wide variety of structures and projects.

Types of project include:

- New construction
- Structural repairs, renovation or rehabilitation
- Structural strengthening and modification
- Structural inspection and evaluation
- Conceptual design and studies

Structural Categories Included in this RFP : <u>Bridges</u>, <u>Buildings</u>, <u>Tunnels</u>, <u>Waterfront Structures</u>:
Task order will typically be solicited from the most appropriate Agreement Category, based on the scope of work anticipated.

Engineering - Structural Design:

Tasks commonly include:

- Project scoping
- Field inspections and engineering investigations
- Report preparation
- Preliminary design
- Contract drawings preparation
- Preparation of construction sequence and staging
- Construction cost estimating and scheduling
- Technical specification preparation
- Shop drawings / submittals review and approval
- Conceptual development and verification of temporary structures

Additional tasks:

- CAD drafting services for designs prepared by Authority staff
- BIM services
- Provide on-site engineer on a full-time or part-time basis

Proposer Requirements:

Proposer can submit proposal on 1 or more structural categories (Bridges, Buildings, Tunnels, Waterfront Structures).

Requirements:

- Certificate of Authorization issued by the state of NY or NJ and proof of a professional engineer's license in the state of NY or NJ.
- Min. 2 licensed professional structural engineers with experience within the Port Authority District.
- Bridges:
  - 5 structural engineers with minimum 10 years bridge design experience
  - Required Firm experience within the past 10 years (see RFP for details)
- Buildings:
  - 5 structural engineers with minimum 10 years building design experience
  - Required Firm experience within the past 10 years (see RFP for details)
- Tunnels:
  - 5 structural engineers with minimum 10 years tunnel design experience
  - Required Firm experience within the past 10 years (see RFP for details)
- Waterfront:
  - 4 structural engineers with minimum 10 years waterfront design experience
  - Required Firm experience within the past 10 years (see RFP for details)

Project Specific Requirements

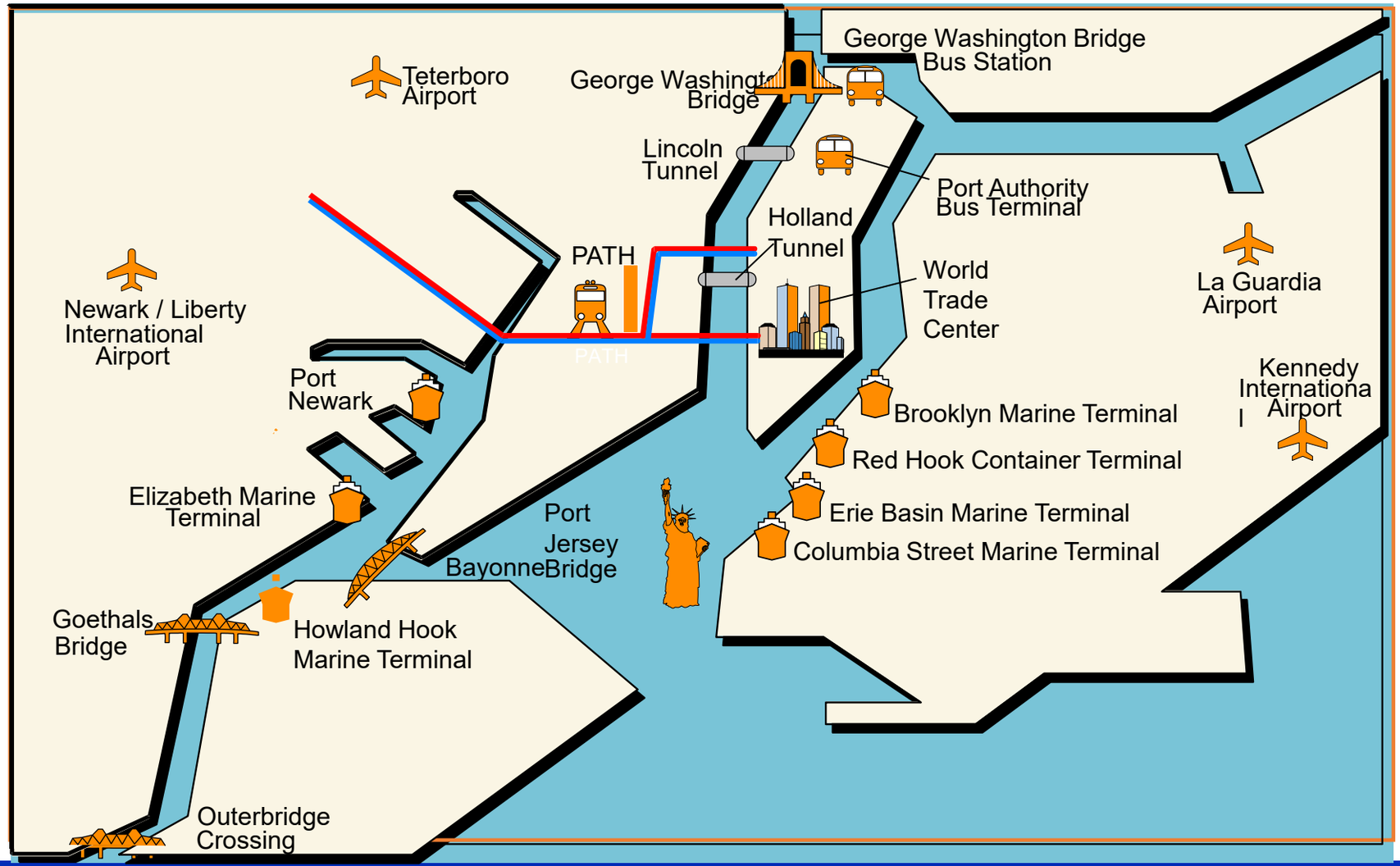
Project specific requirements for individual Task Order:

- Projects that involve interstate bridges/tunnels that cross between the states of NY & NJ (ie: GWB, LT, HT, PATH, Goethals and Outerbridge crossing), typically require an Engineer(s) of Record (EOR) licensed in both the state of NY and the state of NJ.
- 1 or more structural engineers who can attend meeting at 4 WTC or visit project site within 24 hours' notice with a valid driver's license.
- Additional professional engineers based on size and complexity of project.
- Specific areas of expertise, including demonstrated Experience of :
  - Bridges (long span, curved girder, precast construction, pedestrian bridges, etc.),
  - Steel and concrete building construction.
  - Parking garages, train stations, electrical substations, mechanical facility installations (pumpstations, heating and cooling structures, etc.
  - Flood protection systems or leak mitigation.
  - Computer modeling and finite element analysis
- Knowledge of the facility type, as well as experience in accommodating facility operations including Constructability and Staging experience demonstrating experience in staging of work, maintenance of traffic during construction, limited work hours, railroad environment, etc.

SCOPE OF SERVICES

Jennifer Wuotinen – Sr. Pr. Environmental Engineer

Port Authority Facilities and Interstate Transportation Network



PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

Environmental Design: What We Do

Environmental Engineering provides the following services:

- Asbestos / Lead Surveys and Abatement Designs
- Compliance Management – construction and facility operations
- Environmental Compliance Audits/Assessments
- Soil / Groundwater Site/Remedial Investigations
- Permits and Governmental Approvals
- Soil Erosion and Sediment controls/Stormwater Pollution Prevention
- LSRP services

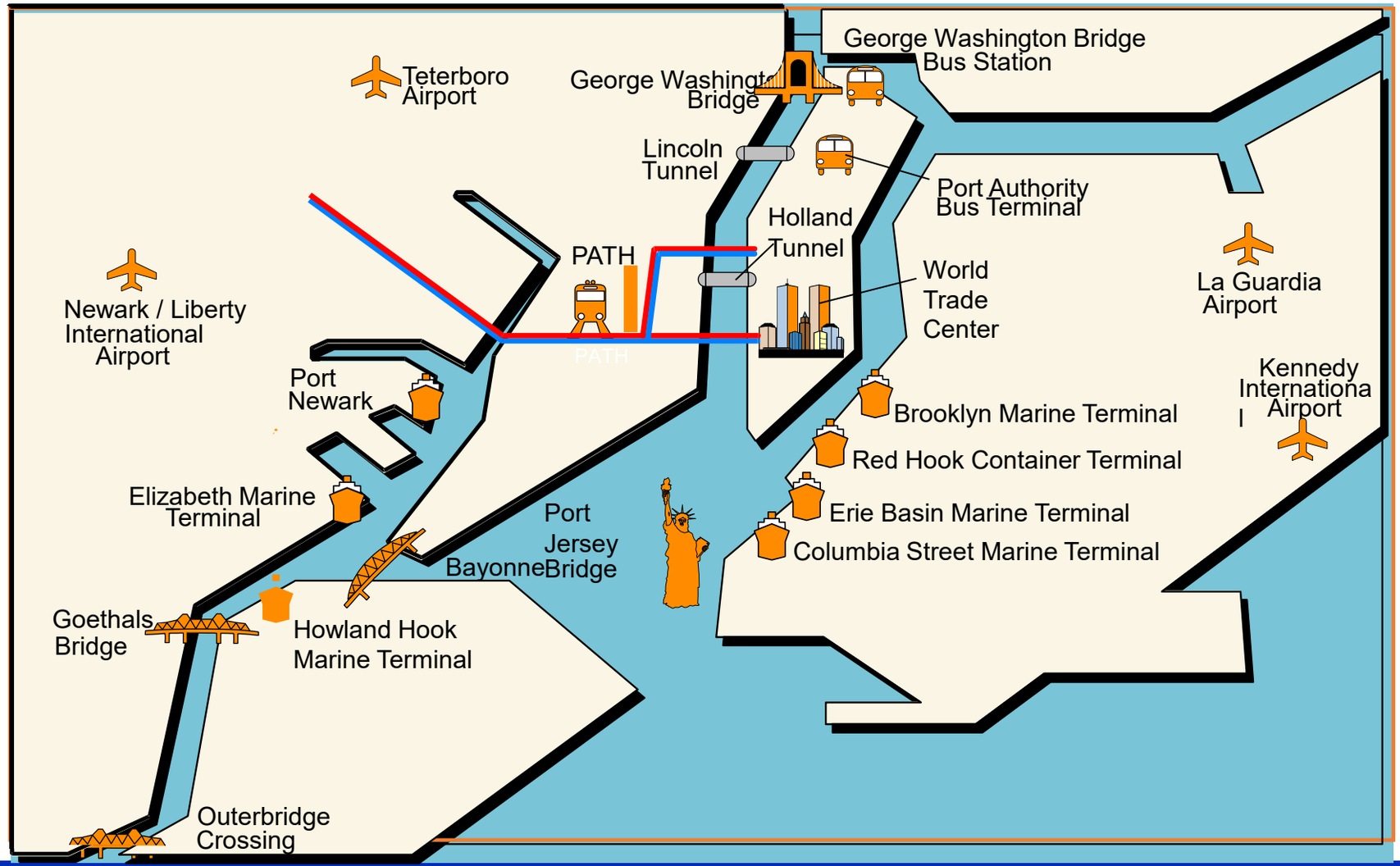
Environmental Services:

- Services will be solicited via Task Order solicitations - typical services may include, but not limited to:
  - Preliminary or final design services – contract drawings require sufficient detail so that no field visit is required in order to bid the project. Permits – soil erosion sediment control, SWPPP, Flood Hazard and wetlands.
  - Augmentation of Authority staff with an on-site Environmental Engineer(s) –least 3 years experience with compliance for construction projects – dewatering, soil erosion, waste disposal, recycling, stormwater pollution prevention plans. Prepare contract documents and review design and construction submittals.
  - PA facility environmental studies and site/remedial investigations – require individuals that frequently interact with the State regulatory agencies. NJ requires a LSRP to sign and submit reports
  - PA facility operation requirements – SPDES, Fuel storage and distribution, SPCC, remediation system optimization.

SCOPE OF SERVICES

John S. Lizzo, P.E – Chief Geotechnical Engineer

Port Authority Facilities and Interstate Transportation Network



PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

Geotechnical Design: What We Do

Subsurface Site Investigations :

- Performed to determine soil stratigraphy and soil properties for design
- Review available information in the Authority's database and develop program to supplement as required
- The Authority will summarize all results in the Authority Soil Log Drawings

Foundation Design

- Shallow spread footing foundations
- Deep foundations
  - Driven piles based on Wave Equation (WEAP) analyses for design and dynamic pile testing (PDA) during construction
  - Micropiles with soil or rock sockets
  - Large and small diameter drilled shafts with rock sockets
  - For landside structures such as buildings, electrical substations, elevated roadways and bridges, bridge abutments.
  - For marine structures such as pile supported decks for rehabilitation or demolition and reconstruction of facility berths.
  - Develop allowable compressive, lateral, and tensile capacities and load testing requirements

Geotechnical Design: What We Do

Retaining Wall Design

- Cantilever or tied back steel sheet pile or king pile-sheet pile walls.
- Tiebacks with deadman or prestressed soil or rock anchors
- Concrete gravity retaining walls
- Precast concrete modular walls
- Flood walls for resiliency design

Subsurface Stabilization :

- Surcharge analyses to eliminate post construction settlements
- Reinforcing subgrades with geogrids and geotextiles
- Jet grouting for soil strengthening and/or water cut off

Other Work :

- Slope stability analyses to establish safe slopes in soil and rock
- Chemical grouting and other techniques to seal leaks in tunnels and basements
- Design of prestressed soil and rock anchors
- Develop instrumentation plan to monitor and record vibrations and movements
- Perform seismic analyses, including site specific analyses as required for all designs.
- Prepare preliminary design reports with cost estimates and recommendation for construction
- Prepare final design and contract drawings, specs, and cost estimates for bidding of contract.

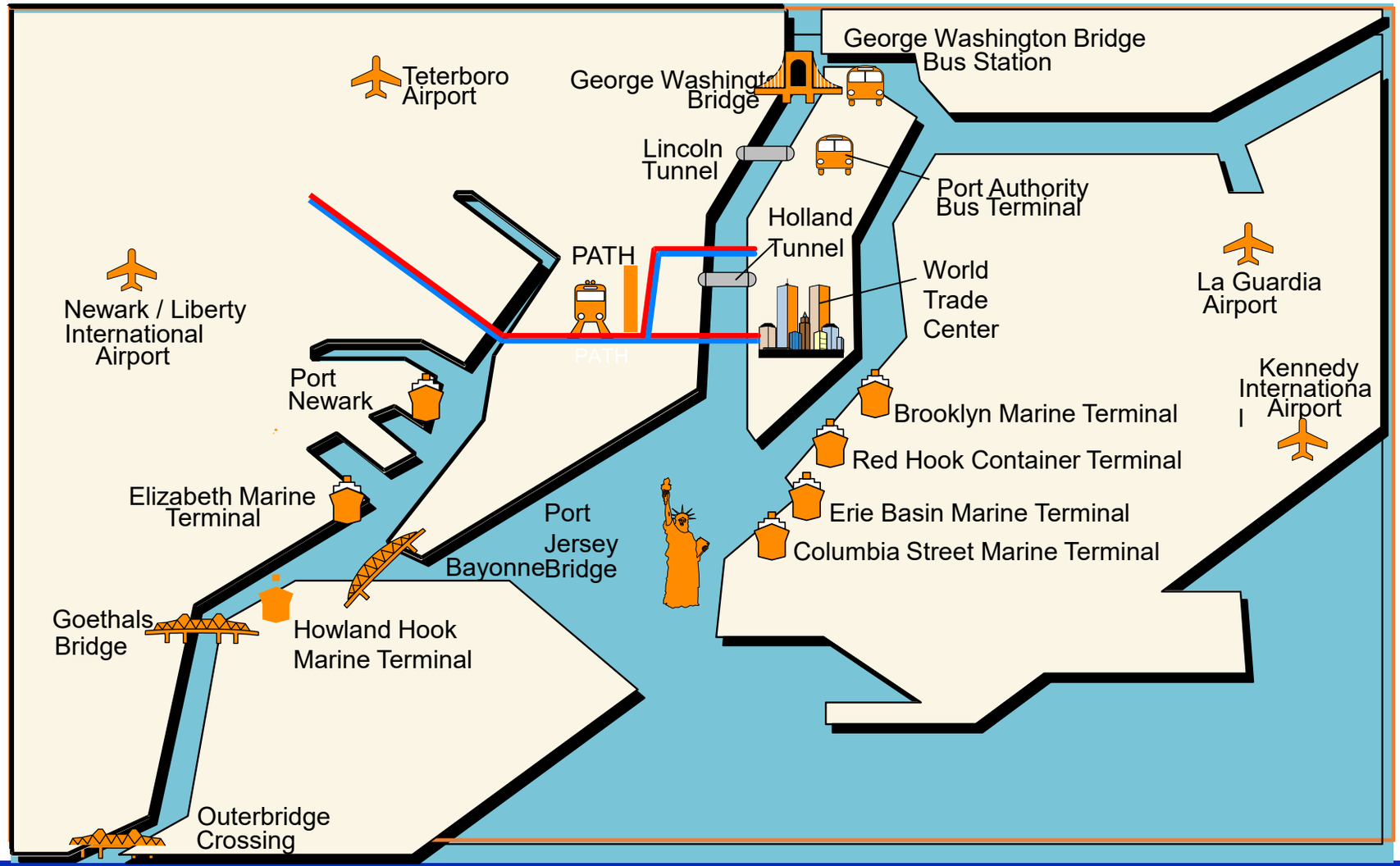
Firm and Staff Qualifications

- Provide project specific examples for firm and staff qualifications that match RFP requirements.
- All work will be solicited via Task Order solicitations
- Services may include, but not limited to:
    - Preliminary or final design services.
    - Augmentation of Authority staff with an on-site Geotechnical Engineer(s).
    - AutoCAD drafting to support report or contract preparation

SCOPE OF SERVICES

Joshua DeFlorio – Chief of Resilience and Sustainability

Port Authority Facilities and Interstate Transportation Network



PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

Resilience and Sustainability : What We Do

Resilience and Sustainability develops and administers design guidelines that promote resilience and sustainability and facilitates related professional education programs

- Climate Resilience Guidelines – We ensure climate resilience is considered in every relevant Port Authority project though our state-of-the-art Climate Resilience Design Guidelines. Our standards go beyond code requirements and national standards and represent a risk-informed approach to building our region's infrastructure for the long term.
- Sustainable Guidelines – We apply sustainable guidelines to new construction, substantial renovation and reconstruction, and interior fit outs (Buildings). Our Building and Infrastructure Guidelines take a comprehensive view of environmental performance, including project siting, water, energy and emissions, construction practices, materials, indoor environments and project lifecycle.
- Education and Professional Training – We offer the following:
  - Tailored sustainability education to support both design and construction
  - LEED AP Building Design and Construction (BD + C) preparation course
  - training for ENVISION accreditation

Resilience and Sustainability Services:

- Services will be solicited via Task Order solicitations and generally consist of supporting the RSD unit in integrating climate resilience and sustainability into non-residential building, infrastructure, and/or landscape projects at various Authority locations, primarily through the design process.

- Specific scopes of services include but are not limited to:
  - Feasibility studies and analyses
  - Design services, including preparation of code analyses, models, simulations, and calculations
  - Training for architecture and engineering professionals
  - Research and guidelines development
  - Staff support/supplementation

INSURANCE REQUIREMENTS

Edmund Stewart, Principal Risk Analyst

Insurance Requirements

Commercial General Liability Insurance - $2 million ($5 million Air Operations Area escorted) each occurrence for bodily injury and property damage liability.

Automobile Liability Insurance - $2 million ($5 million Air Operations Area escorted) per accident for bodily injury and property damage liability covering any auto, owned, non-owned, rented or hired automobiles

Errors & Omission Insurance - $5 million per occurrence, covering acts, errors, mistakes, and omissions arising out of the work or services performed by Consultant(s), or any person employed by Consultant(s)

Environmental/pollution Liability Insurance - $5 million per occurrence for bodily injury and property damage tailored to the specific exposures as they relate to the Work of this Contract. The Contractor shall procure and maintain in force an Environmental Liability Insurance Policy covering the Contractor's pollution legal liability, including clean up.

Workers' Compensation and Employers Liability Insurance – to statutory limits and in accordance with the requirements of law in the state(s) where work will take place, and Employer's Liability Insurance of not less than $1 million for bodily injury by accident and $1 million for bodily injury by disease, and at least a $1 million policy limit.

PROCUREMENT PROCESS

Courtney Eddington, Solicitation Manager

Procurement RFP Solicitation Process

1. Proposer Requirements
2. Staff Qualifications
3. Firm Qualifications
4. MBE/WBE/SDVOBs Participation Plan
5. Cost – Multiplier(s) and Salary Schedule
6. Conflict of Interest
7. Standard Agreement
8. Attachment A – Scope of Work
9. Attachment B – Terms of Discussion
10. Attachment C – Company Profile

Proposer Tips

- ✓ Know the name of the Procurement contact
- ✓ Ask questions if you have any
- ✓ Check for any addenda
- ✓ **Demonstrate how you meet the Proposer Requirements**
- ✓ Be as specific as possible when describing what projects your staff and firm have worked on
- ✓ Include MBE, WBE and SDVOB subconsulting opportunities



After Proposal Process

- Debrief
  - Prepare your questions before the debrief
  - Discuss strengths and weaknesses in your proposal
- Transparency – Awards Page
- Monitor – Upcoming Solicitations (including subconsulting opportunities)



Questions?



PORT AUTHORITY NY NJ
AIR LAND RAIL SEA

Thank You!

