



THE PORT AUTHORITY OF NY & NJ

**PURCHASING SERVICES DIVISION
ONE MADISON AVENUE, 7TH FL.
NEW YORK, NY 10010**

TITLE: REQUEST FOR PRE-QUALIFICATIONS FOR:

(1) MULTI-FACILITY DESIGN AND IMPLEMENTATION OF A REPLACEMENT TOLL COLLECTION AND AUDIT SYSTEM, WITH CAPABILITY FOR FUTURE ALL-ELECTRONIC TOLLING, AT PORT AUTHORITY CROSSINGS; CONTRACT MF-244.027

AND

(2) AGREEMENT TO PERFORM MAINTENANCE OF THE REPLACEMENT TOLL COLLECTION AND AUDIT SYSTEM, WITH CAPABILITY FOR FUTURE ALL-ELECTRONIC TOLLING, AT PORT AUTHORITY CROSSINGS; CONTRACT MF-244.027M

NUMBER: 20544

SUBMIT QUALIFICATIONS BY THE DUE DATE AND TIME TO THE ABOVE ADDRESS

QUALIFICATION DUE DATE: April 15, 2010, 2:00 PM

QUESTIONS SHALL BE SUBMITTED BY: March 25, 2010, 2:00 PM

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I.

INTRODUCTION

The Port Authority's (the "Port Authority" or "Authority") existing Integrated Toll Collection System (ITCS) was installed in 1997, and is reaching the end of its useful life. Several years ago, the Port Authority determined that it should assess the feasibility of a cashless tolling [All-Electronic Tolling (AET)] system to replace the ITCS. The Port Authority has determined that the preferred approach is to deploy a new toll collection system with the capability for All-Electronic Tolling, in existing lanes.

This new toll collection system will equip all of the lanes so that they can function with the same collection modes the Authority has today -- cash and E-ZPass[®] -- but will also provide for the ability to move to All-Electronic Tolling by ensuring that during the initial deployment, any additional components and software needed for AET will also be configured, installed and operationally tested.

Once the new toll collection system is deployed, the Port Authority could continue to collect tolls via cash and E-ZPass[®] only, could decide to institute All-Electronic Tolling (E-ZPass[®] and video tolling) immediately or at some later date, or could decide to collect tolls via all three modes (cash, E-ZPass[®], and video tolling) for some period of time. From a system perspective, all that should be required to implement AET would be a back office change to enable the processing of video tolls. Where the words "capable" or "capability" are used in this RFPQ with respect to All-Electronic Tolling, they refer to the inclusion of all functionality necessary to implement AET with only such a back office change. In other words, the Port Authority could implement AET via a change in its business rules and back office operations as quickly as it desires.

The Port Authority wishes to prequalify firms to design, implement, and maintain a Replacement Toll Collection and Audit System, with the capability for All-Electronic Tolling (hereinafter, "Replacement Toll Collection System with AET Capability" or the "System") on approximately 72 lanes at the six (6) Port Authority Crossings (eight plazas). Firms responding to this Request for Pre-Qualification ("RFPQ") shall herein be referred to as "Respondents". Only firm(s) that have been prequalified, according to the requirements specified herein, will be asked to respond to a future Request for Proposal ("RFP") that is currently expected to result in the issuance of two contracts entitled:

Contract MF 244.027: Multi-Facility Design and Implementation of a Replacement Toll Collection and Audit System, with Capability for Future All-Electronic Tolling, at Port Authority Crossings; and

Contract MF 244.027M: Agreement to Perform Maintenance of the Replacement Toll Collection and Audit System, with Capability for Future All-Electronic Tolling, at Port Authority Crossings.

Contract MF 244.027 shall also be classified herein as the "Design/Build Contract." Contract MF 244.027M shall also be classified herein as the "Maintenance Contract." Collectively, both contracts are herein referred to as the "Contracts."

The Authority intends to issue the Contracts to one contractor that can fulfill the RFP's requirements.

II. ANTICIPATED WORK

- A. The Authority anticipates that the work to be performed under the **Design/Build Contract** will include but may not be limited to the following tasks:
1. Provide a Performance and Payment Bond in a penal sum equal to the full amount of the Contract from a surety company whose name appears on the current list of the Treasury Department of the United States as acceptable as a surety upon Federal Contracts.
 2. Provide the project management services to deliver a project of this size and complexity involving coordination of system development, system testing, engineering services, procurement, construction management and schedule management.
 3. Perform all tasks as the Engineer of Record for all electrical, architectural, structural, civil, traffic, environmental, and mechanical engineering work required for the toll system project and assume associated responsibilities and provide all related professional engineering services and technical support services.
 4. Perform lane closures for work to be performed under the contract.
 5. Remove select ITCS equipment and associated cabinets, conduits, and cabling.
 6. Remove and dispose of all pavement in each lane (from approximately one end of the island to the other) and provide and install new pavement in its place.
 7. Design, furnish, install and test the System and associated equipment, hardware, and software. It is anticipated that the construction and installation will occur at more than one facility at a time. This work includes the design and installation of a software application to replace the ITCS Host System.
 8. Design, furnish and install all required supports and equipment mounts for the System equipment at the existing toll plazas.
 9. Furnish and install all required equipment cabinets, associated conduits and cabling to equipment for each lane.
 10. Design, furnish, and install electrical power cables and associated conduits from the equipment cabinets described above to the existing breaker panels located near each lane.
 11. Design, furnish and install all required data communications systems including equipment, cabling and conduits from the equipment cabinets described above to the toll plaza systems in each toll plaza.

12. Design, furnish and install all required data communications systems including equipment, cabling and conduits from the toll plaza systems to the network demarcation point in each toll plaza.
 13. Develop factory, field and operational acceptance test procedures and conduct factory, field and operational tests to demonstrate successful operation of the System.
 14. Develop training programs (including documentation) and provide on-site training for the System.
 15. Develop and deliver documentation, including operation and maintenance manuals, design documentation, drawings and system parameter settings required for the operation, maintenance, management and administration of the System, as installed under the Contract.
 16. Design, furnish and install the System according to applicable requirements established by local, state, and federal laws, codes and standards, including the most stringent of the National Electrical Code, the New York City Building Code, New Jersey Building Code and the New York City Electrical Code, as though the Authority were a private organization.
- B. The Authority anticipates that the Work to be performed under the **Maintenance Contract** will include but may not be limited to the following tasks:
1. Furnish all labor, materials, equipment and expertise necessary to perform corrective and preventative maintenance, in accordance with the equipment manufacturer's recommended maintenance schedule and the maintenance schedule(s) provided by the successful Proposer, which shall be included in Contract MF 244.027M.
 2. Furnish all labor, materials, equipment and expertise necessary to perform preventative maintenance and corrective maintenance 24 hours a day, seven days per week for all system components and, when necessary, restore equipment operation within four (4) hours of notification by the Port Authority;
 3. Administer and maintain a computerized maintenance management system to record all work activities, spare parts inventory, equipment performance records, software malfunctions, etc.
 4. Establish a dedicated 24x7 toll free or local hotline number for use by the Port Authority and/or its designee;
 5. Supply one point of contact for all communication with the Port Authority and/or its designee. If support cannot be satisfactorily delivered over the phone, the Contractor shall dispatch a technician to correct the problem, upon request by the Port Authority or its designee;
 6. When diagnosing and correcting system faults, the Contractor shall certify in writing that the fault has been appropriately and completely corrected and that there are no uncorrected collateral problems either from the original fault or from the measures

taken to correct the fault. Furthermore, the Contractor shall maintain records of system faults, and record all pertinent data regarding fault.

The Authority anticipates that the **Maintenance Contract** will have a six-year base term with options for renewals exercisable by the Authority.

- C. The Authority estimates but does not guarantee that the amount of the Performance and Payment Bond required by the Design/Build Contract (described in Section II.A-1 above) will be in the range of \$50 million to \$100 million.
- D. The Authority anticipates but does not guarantee that:
- The RFP documents for the Contracts will be available to pre-qualified Respondents by the end of the third quarter of 2010.
 - The contract will be awarded by the end of the second quarter of 2011.
 - The first lanes will be operational by the end of the third quarter of 2012.
 - All lanes will be operational by the end of the third quarter of 2014.
 - The Design/Build Contract will be closed out by the third quarter of 2015.

III. QUALIFICATION REQUIREMENTS

Respondent should be a toll system integrator and should meet the qualification requirements set forth below to the satisfaction of the Director of Procurement of the Port Authority.

For purposes of this RFPQ, a toll system integrator is defined as an entity that has:

1. Customized, delivered, and supported software to satisfy contract specifications and integration requirements;
2. Developed and executed system test plans;
3. Customized and delivered procedures for configuration management and control;
4. Developed user and training manuals and conducted user training on aspects of system operation and equipment maintenance.

The toll system integrator shall have primary responsibility for fulfilling the requirements of the Contracts and may be prequalified hereunder as:

1. An entity that can fulfill the requirements for a toll system integrator, project/program manager, Engineer of Record, electrical contractor and paving contractor; or

2. An entity that can fulfill the requirements for a toll system integrator and will utilize subcontractors to fulfill one or more of the requirements for a project/program manager, Engineer of Record, electrical contractor and paving contractor.

If the Respondent is a joint venture, it shall so indicate and identify all participants in the joint venture. The transmittal letter required hereunder shall be signed on behalf of each such participant. As with all other respondents, only system integrator experience will be considered for qualification purposes. However, in evaluating any submittal by a joint venture, the Port Authority will consider, in addition to the other information required herein, the length of time that the joint venture has been in existence and its experience performing work similar in size and scope to that envisioned herein.

Each toll system integrator should demonstrate that it has successfully:

1. Designed, developed, installed, integrated, debugged and tested both hardware and software for at least three separate toll collection systems providing cash, electronic toll collection, and violation enforcement methods of payment. At least one of these toll collection systems shall have at least three tolling facilities with a total of at least thirty (30) toll lanes, and all three toll collection systems shall:
 - Consist of at least eight (8) tolled travel lanes at a single tolling facility;
 - Process at least 15,000 average daily transactions at at least one tolling facility;
 - Process at least 1% of average daily transactions via violations enforcement;
 - Have passed their operational acceptance test.
2. Designed, developed, installed, integrated, debugged and tested both hardware and software for at least one All-Electronic Tolling System, or is currently performing, in a satisfactory manner, a contract for such services. Each All-Electronic Tolling System in operation or being developed shall:
 - Process at least 15,000 average daily transactions at at least one tolling facility;
 - Process at least 10% of average daily transactions via video.
3. Designed, developed, installed, integrated, debugged and tested both hardware and software for at least two separate Open Road Tolling (ORT) toll collection systems providing electronic toll collection and violation enforcement. Each ORT toll collection system shall:
 - Consist of at least two un-delineated travel lanes at a single tolling facility;
 - Process at least 15,000 average daily transactions at at least one ORT toll facility;
 - Process at least 3% of average daily transactions via violations enforcement;
 - Have passed their operational acceptance test.
4. Provided maintenance (corrective and preventative) similar to that specified in Section II, subsection B, above for
 - Manual and electronic toll collection equipment and systems for five (5) or more years
 - Open Road Tolling equipment and systems for one (1) year or more

- Provided 24-hour, seven-day per week, on call maintenance on at least one toll collection system and all system components and restoring equipment operation within four (4) hours of notification
5. Performed all work cited above within budget, skillfully, in a satisfactory manner, and on time

IV. QUALIFICATION INFORMATION TO BE SUBMITTED

The Respondent shall submit a transmittal letter on its letterhead, signed by an authorized representative, containing:

1. Name and address of the Respondent and an original signature on the letter of transmittal by an authorized representative on behalf of the Respondent;
2. Name, title, email and telephone number of two (2) contacts to whom the Port Authority can address questions or issues related to this RFPQ. From the two (2) contacts submitted, the Proposer should identify the primary point of contact.

The letter shall be accompanied by the information requested below in 8½ in. by 11 in. bound volumes in the order listed below. The information shall be presented in an organized fashion, and shall be categorized and sub-categorized in exact accordance with the following paragraphs. The bound volumes shall include tabs for quick reference to the various sections described below. Qualification information that is not submitted as described herein may not be taken into consideration.

A. GENERAL INFORMATION

The Respondent shall submit:

1. Using Attachment A, the General Business Information of the Respondent requested in that attachment.
2. A statement on whether the Respondent is the entity that will perform all of the work or a prime contractor using subcontractor(s). If proposing using subcontractors, the prospective prime contractor shall state which disciplines will be subcontracted, but the names of the subcontractors need not be provided at this time (Use Attachment A). The Authority will, however, require subcontractor names and copies of their licenses, a detailed description of their duties and responsibilities and details of their capabilities and experience as part of the RFP submission.
3. Name, title and telephone number of the person to contact in the event that further information is required by the Authority (Use Attachment A).
4. Copies with original signatures of the "Agreement on Terms of Discussion," from the Respondent and the toll system integrator (Use Attachment B).

5. In addition to completing Schedule A, the Respondent may submit evidence of any additional qualifications.

Note: At any time after the opening of the responses, the Authority may request additional information regarding qualifications.

B. ORGANIZATION AND PERSONNEL

The Respondent shall submit an organizational chart demonstrating the division of responsibility between the entity requesting prequalification hereunder and any subcontractors it plans to utilize, and the duties and job descriptions for each subcontractor category.

C. EXPERIENCE

The Respondent should:

1. Identify the contracts and all associated information demonstrating the toll system integrator design/build contract experience specified in section IV: Qualification Requirements (Use Schedule A).
2. Identify the contracts and all associated information demonstrating the toll system maintenance contract experience specified in section IV: Qualification Requirements (Use Schedule B).
3. Identify all work on hand meeting the All Electronic Tolling experience specified in section IV: Qualification Requirements. Provide a description of the work on hand, the dollar value, the location by city and state, the current percentage of completion and the expected date for completion (Use Schedule C).

D. FINANCIAL STATEMENTS

The Respondent should submit:

1. Certified financial statements, including applicable notes, reflecting the Respondent's assets, liabilities, net worth, expenses, profit or loss and cash flow for the most recent calendar year or the most recent fiscal year of the Respondent.
2. Where such certified financial statements are not available, submit either reviewed or compiled statements from an independent accountant setting forth the information described in subparagraph (1), above.
3. Where neither certified financial statements nor financial statements from an independent accountant are available, submit financial statements containing the information described in subparagraph (1), above, prepared directly by the Respondent