

August 2, 2023

To: All Bidders

From: Kate Bailey
Director of Procurement

**Re: ADDENDUM NO. 2
23-056.1 - On Call Masonry and Concrete Investigation and Repairs at Various PhilaPort
Facilities**

This Addendum No. 2 is issued to:

1. Provide instructions on submission via PhilaPort's Bonfire Portal:

Submission of Bids in Bonfire:

To be considered, it is the responsibility of the contractor to ensure that the contractor's bid submission is received by the Authority prior to the time scheduled for the receipt of submissions. No submission shall be considered if it arrives after the time set for the deadline of submissions. PhilaPort will be utilizing an e-Sourcing platform called Bonfire. Contractors must register with Bonfire to submit an electronic submission with PhilaPort. Submissions must be submitted through the online Bonfire Portal at: <https://PHILAPORT.bonfirehub.com>.

Instructions and video tutorial can be found at:

- <https://support.gobonfire.com/hc/en-us/articles/360011135513-Vendor-Registration>.
- and
- <https://support.gobonfire.com/hc/en-us/articles/203903356-Vendor-Registration-and-Submission->

Be sure to register well in advance of the submission date and time. Submissions by other methods will not be accepted. Contractors must use Internet Explorer 11, Microsoft Edge, Google Chrome, or Mozilla Firefox. JavaScript must be enabled. Browser cookies must be enabled. Ensure pop-up blockers are turned off to avoid any issues. Respondents should contact Bonfire at Support@GoBonfire.com for technical questions related to submissions or visit Bonfire's help forum at <https://bonfirehub.zendesk.com/hc>.

Submission materials should be prepared in the file formats listed under Requested Information for this opportunity in the Bonfire Portal. The maximum upload file size is 1000 MB. Documents should not be embedded within uploaded files, as the embedded files will not be accessible or evaluated.



Philadelphia Regional Port Authority
3460 North Delaware Ave. 2nd Floor
Philadelphia, PA 19134

Within one (1) business day of the submission date, the original bid submission, with an original signature must be mailed to:

Kate Bailey
PhilaPort
3460 North Delaware Avenue
2nd Floor
Philadelphia, PA 19134

PhilaPort reserves the right to reject all questionnaires submitted, to cancel the solicitations requested under this notice, and/or to re-advertise solicitation for these services.

All other terms and conditions remain unchanged.

Bidders shall acknowledge receipt of this addendum by immediately emailing a copy of the completed acknowledgment to Kate Bailey at procurement@philaport.com

ACKNOWLEDGMENT OF RECEIPT OF ADDENDUM NO. 2

Project #23-056.1

On Call Masonry and Concrete Investigation and Repairs at Various PhilaPort Facilities

Date _____

By _____

Company _____

Telephone _____

Fax _____

Email _____