

**UNIVERSITY OF PUERTO RICO
CENTRAL ADMINISTRATION
NOTICE OF REQUEST FOR PROPOSAL
RFP #DRO 23-023 / 10819 DESIGN AND SUPERVISION SERVICES**

Administración
Central
Universidad de
Puerto Rico

Timeline:

RFP publication date: March 30, 2023.

Virtual Meeting: April 11, 2023, Time: 2:00pm (Non-Compulsory)
NOTE: Be advised that interested proponents must register via email to participate in the Virtual Meeting. Please provide the full company name, name of proponent and email address. Invitations will be sent on Monday, April 10, 2023.

Site Visit: If necessary and required by the proponent

Deadline for Request for Information by email: April 17, 2023.

Response for Request for Information by email: April 19, 2023.



The proposal must be submitted **by email on or before 11:59pm (AST) on April 26, 2023.** Address the indicated contacts in Section II (Mr. Julio Collazo Rivera, attention to Eng. Carlos Hiraldo and Eng. Eliezer Collazo). **The University of Puerto Rico (UPR) will accept offers via email in digital PDF format at uprrecovery.rfp@upr.edu.** To request the RFP Documents write us at said email.

Oficina de
Desarrollo
Físico e
Infraestructura

The UPR is working towards its recovery, which requires the issuance of this Request for Proposal for Design and Supervision Services for the UPR Recovery Project **10819-DRO-D01-RCM-Medical Sciences Site and Electric Utilities, University of Puerto Rico, Medical Sciences Campus** ("The Project"). This Program is 90% (\$698,940,543.78) funded by FEMA and 10% (\$42,625,237.77) matching funds of CDBG-DR Non-Federal Match Program and (\$35,034,822.65) institutional funds. The purpose of this RFP is to request and receive proposals from qualified Architecture and Engineering firms for the development of all design documents: Basis of Design, detail design, specifications, cost estimates, schedules, scopes of work, bidding phase, and other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program. The awarded firm or professional will also provide services of oversight and coordination for the execution of a complete comprehensive project.

The University of Puerto Rico Medical Sciences Site Campus is composed of 15 buildings, 10 inside the Medical Center at San Juan (Main Campus) and 5 off campus. The Site "Electric facility" is composed of exterior lighting and the main 38 KV substation. UPR is responsible for the ownership and operation of the 38 KV bus and all downstream equipment. This project includes repairing asphalt roads, replacing damaged safety chain link fences, electrical lights and replacing the main 38 KV substation switchgear that has been in service for about 20 years.

The UPR is an equal opportunity employer and does not discriminate as to sex, gender or sexual identity, race, age, national origin, religious creed, civil status, war veterans, handicap or disable status. The UPR reserves the right to reject any or all proposals and to award the auction under the conditions it deems most convenient to the interests of the UPR, regardless of the amount of the bids or to cancel the auction award at any time before the contract is signed.

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Julio A. Collazo Rivera, Director

REQUEST FOR PROPOSALS FOR:

DESIGN AND SUPERVISION SERVICES for

Project Number: 10819-DRO-D01-RCM

**Project Title: Medical Sciences Site and Electric Utilities,
University of Puerto Rico, Medical Sciences Campus**

RFP #DRO 23-023 / 10819

**Physical Development and Infrastructure Office
Disaster Recovery Office
President's Office
University of Puerto Rico**

**Project funded by:
FEMA AND CDBG-DR PROGRAM**



**Universidad
de Puerto Rico**



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1. BACKGROUND AND PURPOSE

The University of Puerto Rico (the "UPR") is a public corporation of the Government of Puerto Rico, organized by Act No. 1 of January 20, 1966, as amended, known as "Ley de la Universidad de Puerto Rico" (the "UPR Act"), 18 LPRA § 601 et seq, and a higher education institution. The UPR was severely devastated by Hurricane María, and as a result, is a subrecipient of the Puerto Rico Department of Housing (the "PRDOH"), under the CDBG-DR Non- Federal Match Program, and the Public Assistance Program of the Federal Emergency Management Agency (the "FEMA").

The UPR is working towards its recovery, which requires the issuance of this Request for Proposal (the "RFP") for Design and Supervision Services for the UPR Recovery Project **10819-DRO-D01-RCM-Medical Sciences Site and Electric Utilities, University of Puerto Rico, Medical Sciences Campus** (the "Project"). This Program is 90% (\$698,940,543.78) funded by FEMA and 10% (\$42,625,237.77) matching funds of CDBG-DR Non- Federal Match Program and (\$35,034,822.65) institutional funds. The purpose of this RFP is to request and receive proposals from qualified Architecture and Engineering firms for the development of all design documents: As-Built, Basis of Design, detail design, specifications, cost estimates, schedules, scopes of work, and bidding phase and other required documentation for the compliance of the requirements of FEMA and PRDOH/CDBG-DR Non-Federal Match Program. The awarded firm or professional will also provide services of oversight and coordination for the execution of a complete comprehensive project.

Proponents must explain in detail how they will be able to provide the required services and achieve the expected results, while in compliance with FEMA and PRDOH/CDBG-DR Non-Federal Match Program requirements. Previous experience with projects subject to compliance requirements under FEMA and PRDOH/CDBG-DR Non-Federal Match Program is very important. Review and verification through the site area of FEMA's Scope of Work (the "SOW") is required, as well as the development of a detailed SOW (based exclusively in the FEMA SOW of hurricane damages provided) with current industry construction costs for the repair in compliance with applicable actual codes and regulations. In addition, proponents shall provide the percent fee applicable for any future additional scope or scope change required for reinstate facility to normal functional operation.

The awarded proponent shall comply with all applicable Federal, state, and local laws, rules, regulations, and policies relating to FEMA Public Assistance Program and PRDOH CDBG-DR Program services. This includes without limitation, applicable Federal Registers; 2 C.F.R. part 200 Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards; Community Development Act of 1974; 24 C.F.R. part 570 Community Development Block Grant; applicable waivers; Fair Housing Act, 24 C.F.R. § 35, 24 C.F.R. part 58, 24 C.F.R. part 135; National Historic Preservation Act; 2 C.F.R. part 200.101, where applicable, and any other applicable state laws or regulations, including the requirements related to nondiscrimination, labor standards, and the environment; and Action Plan amendments and HUD's guidance on the funds. [Click on link](#) to see Compliance with Federal Law, Regulations and Executive Orders.

2. CONTACT AND TIMELINE

The RFP shall be sent and addressed to:

Mr. Julio Collazo Rivera
Director
Office of Physical Development & Infrastructure

Attention to:
Eng. Carlos Hiraldo Torres and Eng. Eliezer Collazo
Field Operation Manager's
Disaster Recovery Office

University of Puerto Rico
Jardín Botánico Sur 1187, calle Flamboyán
Río Piedras, Puerto Rico 00926-1117
Tel. (787) 250-0000, Ext. 5099
E-mail: upprecovery.rfp@upr.edu

NOTICE: Be advised that interested proponents must register receipt of this RFP at upprecovery.rfp@upr.edu to qualify for receiving the following:

- Notice of changes or cancelation of the RFP;
- Responses to questions or clarifications made to interested proponents; and,
- Notice of award of the proposal.

3. TIMELINE AND SUBMISSION DATE

Description	Date
RFP publication	March 30, 2023
Site Visit	If necessary and required by the proponents
Deadline for Request for Information (RFI) by email	April 17, 2023
Response for Request for Information by email	April 19, 2023
The proposal must be submitted by email. Address the indicated contacts in Section 2 – CONTACT (Mr. Julio Collazo Rivera, Attention to Eng. Carlos Hiraldo and Eng. Eliezer Collazo)	April 26, 2023
Award Notification	May 2023
Execution of Agreement	May 2023

The proposal must be compiled in digital PDF format. The dates may be subject to change at the discretion of the UPR. Interested proponents have the responsibility of verifying and checking the email from which they issued a notice of receipt of this RFP, as was indicated in Section 2 of this RFP. All official communication related to

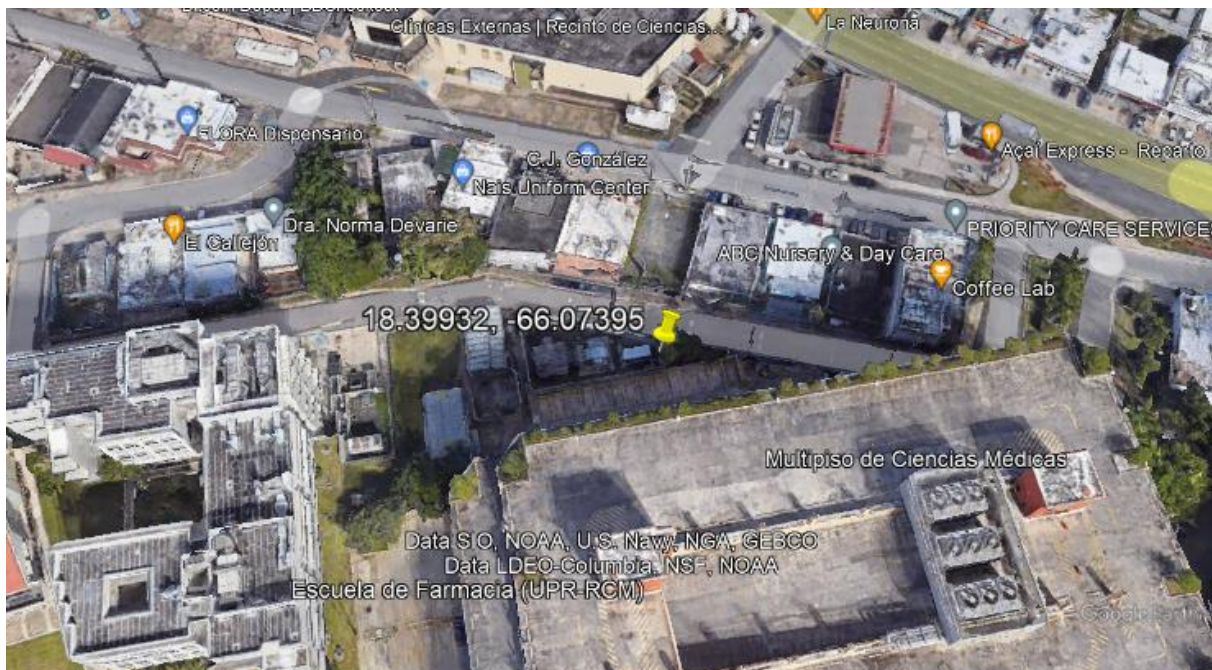
this RFP will be per that indication. The award notice of this proposal shall not constitute the formal agreement between the parties.

4. PROJECT DESCRIPTION

The University of Puerto Rico Medical Sciences Site Campus is composed of 15 buildings, 10 inside the Medical Center at San Juan (Main Campus) and 5 off campus. It is in a 23 acres (approximately) land, and it is near very important hospitals and medical facilities of the island. The Site facility is composed of asphalt roads, concrete sidewalks and security or perimeter fences, mainly chain link. The Site "Electric facility" is mainly composed of exterior lighting and the main 38 kv substation. Some facilities are shared with Medical Sciences like various roads and part of the exterior lighting. Also, green areas around the site are part of this campus. It was built in 1966, approximately.

UPR is responsible for the ownership and operation of the 38 kV bus and all downstream equipment (52 Kv-SF6 Switchgear, 38 kV underground feeders, 8.5 MVA-38/4.16 kV oil type transformer, 4.16kV underground feeders, 5 kv main vacuum breakers switchgear, switching units (SU), capacitor banks and service transformers).

This project specifically consists of repairing asphalt roads, replacing damaged security chain link fence, electrical lights and replacing main 38 KV substation switchgear that has been in service for approximately 20 years. This damage repair must be carefully performed in a way that critical services offered by the Medical Sciences Site and the Medical Center that depend on this substation are not negatively impacted.



5. SERVICES

The **Awarded Proponent** will carry out, as part of the design and supervision services, all the activities and responsibilities identified below, acknowledging that this does not constitute an exhaustive list of the duties, which can increase due to the very nature of the work:

5.1 SERVICES RELATED TO FEMA'S SOW

5.1.1 The provided SOW serves as fundamental base for the development of a final detailed SOW. This final detailed SOW is required for submission to FEMA, for Scope of Work Alignment. The awarded proponent is responsible for preparing cost estimates for the mentioned SOW and any additional SOW as required by UPR for compliance with all internal and FEMA procedures.

5.1.2 The Awarded Proponent is responsible for verifying the SOW, Method of Repair (MOR), Bipartisan Budget Act of 2018, Pub. L. No. 115-123, § 20601, 132 Stat. 64 (2018) approved work included in this document. The Campus Liaison will coordinate the visit as soon as possible.

5.1.3 The Project shall comply with FEMA's requirements for Category E – Permanent Work as stated in the Public Assistance Program and Policy Guide FP104-009-2/April 2018 and Puerto Rico's construction laws, regulations, and codes.

5.1.4 The Awarded Proponent is responsible for notifying the UPR's representative in case of any change that may affect the primary SOW.

5.1.5 As part of the design and supervision services to be provided, the Awarded Proponent will serve as a consultant in all matters related, constituting an advisory resource for the UPR in the plans, strategies, and actions referred and/or requested by the President or his authorized representative, COR3 or FEMA, and will be available to complete said requests and attend the meetings that the UPR deems necessary.

5.1.6 The Awarded Proponent will evaluate the 406 Hazard Mitigation proposed by FEMA and determine if it's viable or if there are better proposal measures to provide Hazard Mitigation to the facility. In case of a change, the awarded proponent, in coordination with the UPR's representative, will prepare a Hazard Mitigation proposal for submission to FEMA for its corresponding approval.

5.1.6 The Awarded Proponent will work as a representative of the UPR during the development of the Project. The personnel designated by the Awarded Proponent to oversee the project must be authorized and licensed to exercise the professions of engineering and/or architecture in Puerto Rico and must be a bona fide member of the Professional College of Engineers

and Land Surveyors of Puerto Rico or the Architects and Landscape Architects Association of Puerto Rico with the corresponding membership fee payment up to date.

- Please refer to **Appendix E** for a complete FEMA's SOW.

6. COST PROPOSAL

The proposal must be submitted in the Table Form stated in **Appendix D**.

7. REQUIRED DOCUMENTS FOR THE SUBMISSION OF THE PROPOSAL

General Instructions

The evaluation and selection of a Firm will be based on the information submitted in the proposal plus references and interviews/presentations, or demonstrations. Proposers should respond clearly and completely to all requirements. Failure to respond to each of the requirements in the RFP may be the basis for rejecting a proposal. The proponent must carefully examine the RFP documents. The submission of a proposal by a proponent will be considered evidence that it has met these requirements.

The proponent must understand that any study or information presented is provided in good faith, with the purpose of offering access to the same information that the UPR obtained. Said information or studies must be supplemented by personal research and interpretation to be judged by the proponents. It is the responsibility of the proponents, not the UPR, any misinterpretation of the information presented.

Elaborate proposals (e.g., expensive artwork), beyond that sufficient to present a complete and effective proposal, are not necessary or desired.

Mandatory requirements, Proposal Preparation, and Submission

Professional services of a Design and Supervision companies or individuals with current license to practice engineering or architecture in Puerto Rico are required.

Before submitting the offer, the bidder should carefully examine the RFP or proposal form provided in the RFP documents. The bidder will be responsible for any errors or omissions in the offer. Bids will be submitted in said form and shall be initialized and signed on each page provided for it, in accordance with the following:

- a. If the proponent is an individual, the offer will be signed with the individual's name and should indicate "Individually." The individual's physical and postal address, telephone and email will be included, also proposal number and title of this RFP.
 - i. If the proponent is an individual operating under the name of a firm, the offer will be signed by the individual. The proponent will

include the name of the firm under which it operates (dba). The postal and physical address, email, telephone of the firm will be included, also bid number and title of this RFP.

- b. If the proposer is a professional services corporation (P.S.C.), a limited liability company (L.L.C) or a limited liability partnership (L.L.P), its offer will be signed by its president, secretary, or other authorized official, according to its corporate resolution in this regard.

The offer and the documents identified below will be address to the indicated contacts in Section 2 – CONTACT via email in digital PDF format.

Proposers responding to this RFP must comply with the following documents:

- Letter of Intent (1-page limit): A transmittal letter, signed by an authorized representative of your organization, that states the acceptance of the Terms and Conditions of this RFP, providing the exact business name under which you propose to conduct business with the UPR, and your address, telephone, fax number, e-mail address and SAM Entity Identifier Number, CAGE Code and expiration date.
- Appendix A – Statement of the Bidder.
- Appendix B – Required Federal Documents (Lobbying Certification, Non-Conflict of Interest Certification and Limited Denial of Participation Affidavit).
- Appendix D - Cost Proposal.
- Provide Cost Estimate Breakdown based in SOW provided in Appendix E.
- Eligibility Certification of the “Registro Único Profesional (RUP)” from the General Services Administration (ASG).
- A color copy of the engineer's or architect's professional ID (Identificación de Colegiación) and a copy of the Department of State License.
- **Copy of initialized RFP and its Appendices.**

Request for Information (RFI)

An RFI or clarification shall be addressed by email to: uprrecovery.rfp@upr.edu on or before the date established in this document. No telephone inquiries will be allowed. After the established date, no further questions will be allowed.

8. UPR RESPONSIBILITIES

The University of Puerto Rico PR will provide for this RFP:

- All the information available that is considered necessary for the Project execution.

9. COMPENSATION FOR DESIGN AND SUPERVISION SERVICES AND PAYMENT METHOD

The UPR will pay **the Awarded Proponent** for services rendered or provided to the satisfaction of the UPR. **The Awarded Proponent** will certify that it will submit invoices for services established in the contract and any other services approved in writing by the UPR. After approval, the UPR will pay **the Awarded Proponent** the estimated lump sum for the service rendered under the contract. All professional services billed during the term of the contract, unless amended by BOTH PARTIES, must not exceed the estimated lump sum of the contract.

For the performance of the DESIGN PHASE, **the Awarded Proponent** will prepare and deliver to the UPR the documents required for the phase within the time indicated in the basic itinerary agreed to between the parties. The design and bidding itinerary are based on a total of calendar days, beginning on the date of the written Notice to Proceed, and will be interrupted by the evaluation processes carried out by the UPR between each of the phases. Payments will be made after the UPR receives and approves in writing the documents required in the Design Phase, as indicated in the contract, based on a construction cost.

The Awarded Proponent will submit one (1) original invoice and one (1) digital copy of the invoices once they're accepted by the President of the University of Puerto Rico, or in this case, by his authorized representative, the Office of Physical Infrastructure and Development's Director at the University of Puerto Rico, Central Administration. In addition, the Awarded Proponent will send a copy by email to the Project Coordinator appointed by ODFI. Each invoice must be delivered physically to the ODFI during the first ten (10) calendar days of the following month in which the services were rendered. During the Design Phase, the invoices must detail the services provided or the activities carried out, accompanied by the required documents, and comply with the Basic Services requirements established in this contract.

During the SUPERVISION PHASE, the **Designer/Supervisor** must submit, along with the invoice, one (1) monthly report with the summary of activities carried out during that period in accordance with the Scope of Work established in the contract. The report must include photographs that show the project progress, minutes of the meetings with the contractors, an analysis of the current status of the Project, an evaluation of the quality of the execution, and recommendations, among other documents that the **Designer/Supervisor** considers relevant or important. The report with its corresponding invoice must also be delivered on a Universal Serial Bus (USB) and sent by email to the Project Coordinator appointed by the ODFI.

Payments for rendered services will be issued according to contract and within thirty (30) calendar days, beginning on the date on which the Director of the Office of Physical Infrastructure and Development at the University of Puerto Rico, Central Administration approves the work performed, and the invoices and documentation received meet all requirements.

10. PROPOSAL SCORING AND EVALUATION CRITERIA

Accepted proposals will be reviewed by the UPR and scored against the stated criteria. The committee may review references, request interviews/presentations, conduct demonstrations and/or conduct on-site visits. The resulting information will be used to score the proposals. The scoring will be tabulated, and the proposals ranked based on the numerical scores received.

The requested proposal will be known as **Design and Supervision Services** to be provided by established and experienced engineer's or architect's firms. The **Awarded Proponent** shall be a professional or technical team fully experienced in project designs, architectural and engineering concepts, site improvements and infrastructure strategies, building development and technology, cost estimates, administration, management, evaluation, project control (budget and schedule) accounting, technological reporting systems, construction quality control and processes. The proponent must also be well versed in Federal compliance, with a proven performance record. The UPR will only consider architectural and engineering firms with established and verifiable experience with at least two (2) years or more of experience, with projects sponsored and funded by FEMA, CDBG-DR program, and/or another Federal agency.

The UPR must comply with all applicable federal and state laws, regulations, executive orders, and policy. Consequently, the UPR will review the Proponent's Proposal to determine overall responsiveness and completeness of the Proposal with respect to the components outlined in the RFP using the following evaluation criteria:

Executive Summary (5 points) – Appendix A Statement of the Bidder

- Provide a complete profile of your organization, mission, and vision statements.

Experience and strategy in providing the services (25 points) – Appendix A Statement of the Bidder

- Describe the organization/company's experience and capabilities in providing similar services to those trades required. Be specific and detail no more than three projects/contracts: description of work, dates, locations, challenges, and results. (8 points)
- Indicated any experience in projects with FEMA grants. (2 points)
- Please indicate whether you have experience working with public or federal entities, and years of experience performing like services. (5 points)
- Provide specific examples of the services or tasks previously provided by the entity as considered in this RFP. (5 points)
- Detail your firm's understanding of the challenges and barriers for a project like this and proposed approach to overcoming these barriers. (3 points)
- Identify potential risk factors and methods for dealing with these factors. (2 points)

Team qualifications (25 points) – Appendix A Statement of the Bidder

- The Proponent should provide detailed information about the experience and qualifications of the Proponent's principals, project managers, key personnel, and staff to be assigned, including degrees, certifications, licenses, and years of relevant experience in terms of Federal Grants and/or FEMA. The Proponent shall specifically identify current employees who will serve as Key Personnel. This includes the Proponent's own staff and staff from any subcontractors to be used. The Proponent should demonstrate that its staff (and/or subcontractor's staff) meet the desirable requirements listed below and have necessary experience and knowledge to successfully implement and perform the tasks and services. (15 points)
- Attach resumes of personnel (or/and sub-contractors, if any) who will be providing the services. Consider the infrastructure trades specialists (engineering and/or architectural consultants) based on the trades applicable for the scope work for this project (10 points)
 - For this project, the proponent shall consider within consultants, electrical engineers with more than 5 years of experience working in electrical substation of this category.

Proponent references (5 points) – Appendix A Statement of the Bidder

- Proponent must supply references of minimum three firms to which similar services have been provided within the past five years of a comparable sized institution or company. If contacted, all references must verify a high level of satisfaction was provided.

Cost Estimate Breakdown (5 points)

- Provide Cost Estimate Breakdown based in SOW provided in Appendix E (5 points)

Cost Proposal (35 points) – Refer to Appendix F – Cost Proposal

- Proponent with lower proposal (25 points), all other proposals receive a percentage of the point available based on their cost relationship to the lowest with the following formula: $(\text{Lowest Cost Proposal} / (\text{Cost Proposal being evaluated}) \times \text{Total Cost Proposal Points})$. Final score will be rounded to the nearest whole number.
- Proponent with lower % of fee for additional SOW (10 points)

Preference of 5 points for Section 3 Business Concern and MWBE

The UPR shall provide a preference of five (5) points in the evaluation criteria of the method of rating, for a greater participation of Section 3 Business Concern and M/WBE Registered Puerto Rico Business. The Proposer seeking the Section 3 preference must be able to demonstrate that they meet one of the following criteria:

- Percentage owned by Section 3 residents; or

- Has permanent, full time employees at least 30 percent of whom are currently Section 3 residents, or within three years of the date of first employment with the business concern were Section 3 residents; or
- Has subcontracted, or has a commitment to sub-contract, in excess of 25 percent of the total dollar award of all sub-contracts to be awarded to such businesses described above. You can locate the Section 3 or MWBE Policy document with all the related information of this topic available in English and Spanish on the PRDOH website.
 - <https://cdbg-dr.pr.gov/en/download/section-3-policy/>
 - <https://cdbg-dr.pr.gov/download/politica-sobre-seccion-3/>
 - <https://cdbg-dr.pr.gov/en/download/mwbe-policy>
 - <https://cdbg-dr.pr.gov/download/politica-mwbe/>
 - **Supporting evidence to substantiate Section 3 status can include; (i) Evidence of business ownership (e.g. Articles of Incorporation, By Laws, proof of 51% company ownership, Partnership Agreement); (ii) Evidence of employees of the business (e.g. roster of permanent full time employees, Section 3 Resident Self Certification Form for each employee who qualifies as newly hired Section Resident employee); (iii) Duly signed letter evidencing subcontracting at least 25% of the dollar amount.**
 - Proposers seeking M/WBE preference **should provide a copy of their MWBE certification to evidence their status.**

TABLE - SUMMARY OF POINTS

Description	Points
Executive Summary	5
Experience and strategy in providing the services	25
Team qualifications	25
Proponent references	5
Cost Estimate Breakdown	5
Cost Proposal	35
Total	100
Section 3 Business concerns and MWBE	5
Total	105

11. FINAL EVALUATION

The UPR will review all Proposals submitted based on the proponent experience and execution of similar and complex projects. The Project will be awarded to firms that exceed the requirements of the RFP for the best value of overall services that surpass the UPR's interests and are in full compliance with FEMA and CDBG-DR procurement requirements.

12. PROJECT AWARD

ODFI's Director will provide oversight on all contractual matters between the UPR and the awarded firm, including final professional services fee compensation, contract's details, and compliance.

The UPR reserves the right to reject any or all proposals and to award the bid under the conditions it deems most advantageous to the interests of the University of Puerto Rico, regardless of the amount of the offer. It also reserves the right to award the proposal to more than one proponent, cancel the RFP and/or the award of the bid at any time before the signing of the corresponding contract. The submission of a response to an RFP does not represent an agreement of any kind between the UPR, and the proponent.

The UPR will award the bid in writing and will state the reasons it had for the award. The UPR has the right to cancel the process of RFP without notice at any time.

13. UPR DISCLAIMERS

13.1. **Equal Employment Opportunity and Non-Discrimination**

13.1.1. The awarded proponent and authorized subcontractors must comply with the Executive Order 11246 titled "Equal Employment Opportunity", as amended by Executive Order 11375, and as supplemented in Department of Labor regulations (41CFR Part 60). In addition, the awarded proponent will not discriminate on account of sex, gender, gender identity, sexual orientation, age, race, color, national origin, or social condition, physical or mental impairment, political or religious beliefs, marital status, for being a victim or being perceived as a victim of domestic violence, physical or mental handicap or veteran status in any employment, contracting or subcontracting practices called for by this contract.

13.2. **Conflict of Interest**

13.2.1. The Proponent shall notify the UPR as soon as possible if this contract or any aspect related to the anticipated work under this contract raises an actual or potential conflict of interest (as defined at 2 C.F.R. Part 215 and 24 C.F.R. § 85.36 (2013) (or 84.42 (2013), if applicable). The Proponent shall explain the actual or potential conflict in writing in sufficient detail so that the UPR can assess it.

13.2.2. In the event of real or apparent conflicts of interest, the UPR reserves the right, in its best interest and at its sole discretion, to reject a proposal(s) outright or to impose additional conditions upon Proponents. The Proponent shall accept any reasonable conflict mitigation strategy employed by the UPR, including but not limited to the use of an independent subcontractor(s) to perform the portion of work that gives rise to the actual or potential conflict. The UPR reserves the right to cancel any contract awarded pursuant to this RFP with 30 days' notice if an actual conflict of interest, or the appearance of such conflict, is not cured to UPR's satisfaction.

13.3. Proponent's Error and Omissions

13.3.1. The UPR reserves the right to reject a submission that contains an error or omission. The UPR also reserves the right to request correction of any errors or omissions and/or to request any clarification or additional information from any Proponent, without opening clarifications for all Proponents. Proponents will be provided a reasonable period in which to submit written responses to UPR's requests for clarification or additional information. Proponents shall respond by the deadline stated in the correspondence.

13.4. Proponent's Expenses

13.4.1. Proponents are solely responsible for their own expenses in preparing a Proposal and for subsequent negotiations with the UPR, if any. The UPR will not be liable to any Respondent for any claims, costs, or damages incurred by the Proponent in preparing the Proposal, loss of anticipated profit in connection with any final Agreement, or any other matter whatsoever.

13.5. Selection of proposal in best interest of the UPR

Notwithstanding the selection criteria set forth in the RFP, if determined by the UPR to be in its best interest, the UPR reserves the right to request further information, negotiate, and select a Proposal(s) that, in its sole judgment, is consistent with, and responsive to, the goals of its recovery plan, irrespective of whether it is the apparent lowest-priced Proposal.

13.6. Number of Awards

13.6.1. At the sole discretion of the UPR and based upon the breadth and experience of Proponent to this RFP, or other factors considered in its best interests, the UPR may award contracts to more than one proponent and award any vendor one or more steps or task orders per contract. In such case, proponents acknowledge and accept that UPR reserves the right, in its absolute discretion, to further negotiate the terms and conditions of their Proposals and to withdraw an award(s) if an agreement acceptable to the UPR is not reached, notwithstanding the Proponents' submission of Best and Final Offers ("BAFOs").

13.7. Withdrawal Proposals

13.7.1. A proponent may withdraw a Proposal at any time up to the date and time that the contract is awarded. The withdrawal must be submitted in writing to the RFP Coordinator. Absent a full withdrawal, Proponent must certify in the transmittal letter that its Proposal, including the submitted cost proposal and pricing, will be valid for one hundred twenty (120) days from UPR's receipt.

13.8. No obligation to Contract/Rejection of Proposals/Cancellation of RFP

13.8.1. Issuance of this RFP does not constitute a commitment by the UPR to award a contract. None of the participants in this RFP process have any acquired proprietary rights. The execution of a contract will be subject to all approvals

required by law, including the FOMB if applicable. The UPR will not have any binding obligation, duties, or commitments to the Selected Proponent(s) until and unless a contract has been duly executed and delivered by the UPR after approval by the President. If the UPR is unable to negotiate a mutually satisfactory agreement with the Selected Proponent(s), it may, in its sole discretion, negotiate with the next highest-ranked Proponent(s) or cancel and reissue a new RFP. The UPR reserves the right to accept or reject, in whole or in part, all Proposals submitted and/or cancel this RFP and/or reissue this RFP or another version of this RFP, at any time prior to the execution of a contract, if it determines, in its absolute discretion, that doing so is in its best interests. If any or all proposals are rejected, the UPR reserves the right to re-solicit proposals.

13.9. Ownership of Proposals

13.9.1. All documents, including Proposals submitted to the UPR, become the property of the UPR. Selection or rejection of a Proposal does not affect this provision.

13.10. Confidentiality of Proposals

13.10.1. The UPR shall have no obligation to treat any information submitted in connection with a Proposal as proprietary or confidential unless (i) the Proponent so identifies such information in its Proposal as proprietary or confidential, and (ii) the UPR determines that the information is proprietary or a trade secret and legitimately requires such treatment or that it must otherwise be protected from publication according to law. The UPR obligations with respect to protection and disclosure of such information shall always be subject to applicable law. If the Proponent desires to identify any information in its Proposal as proprietary or confidential, it shall limit such designation to only those particular portions of the Proposal that actually constitute proprietary information, trade secrets, or other confidential matters or data. Identification of the entire Proposal or entire sections of the Proposal or other overly broad designations as confidential or proprietary are strongly discouraged and may result in the Proposal being deemed unresponsive. The UPR shall have the right to use all portions of the Proposal, other than those portions identified and marked as confidential or proprietary, as it considers necessary or desirable in connection with this RFP; and, by the submission of the Proposal, the Proponent thereby grants to the UPR an unrestricted license to use such unrestricted portions of the Proposal.

13.11. Collection and Use of Personal Information

13.11.1. Proponents are solely responsible for familiarizing themselves and ensuring that they comply with the laws applicable to the collection and dissemination of information, including résumés and other personal information concerning employees and employees of any subcontractors. If

this RFP requires Respondents to provide the UPR with personal information of employees who have been included as resources in Proposal to this RFP, Proponents will ensure that they have obtained written consent from each of those employees before forwarding such personal information to the UPR. Such written consents are to specify that the personal information may be forwarded to the UPR for the purposes of responding to this RFP and use by the UPR for the purposes set out in the RFP. The UPR may, at any time, request the original consents or copies of the original consents from Respondents, and upon such request being made, Respondents will immediately supply such originals or copies to the UPR.

13.12. RFP and Proposal as Part of Agreement

13.12.1. This RFP, as well as any related solicitation documents such as Addenda and Questions & Answers, and the selected Proponent's Proposal will become part of any contract between the UPR and the Respondent. If the terms of the RFP and related documents or Proposal conflict with the contract, the contract terms shall control.

13.13. Non-Assignment

13.13.1. The successful proponent obligation under the contract shall not be assigned or transferred to any other person, firm, or corporation without the prior written consent of the UPR.

13.14. ASG RUP

13.14.1. All proponents must submit with the proposal the Eligibility Certification of the "Registro Único Profesional (RUP)" from the General Services Administration (ASG). Failure to submit the requested requirement will be grounds for disqualification.

13.15. Active Registration on SAM.GOV

13.15.1. All proponents shall submit with the proposal the Unique Entity ID, CAGE Code, expiration date and active registration in the System for Award Management (SAM). Failure to meet the requested requirements will be grounds for disqualification.

13.15.2. SAM registration and annual renewal is a contract requirement. The proponent must have and maintain an ACTIVE REGISTRATION (SAM), shall renew their registration at least two (2) months before the expiration date.

13.15.3. The awarded proponent shall maintain active registration in SAM during contract performance and through the final payment of any contract, basic agreement, basic ordering agreement, or blanket purchasing agreement. The Contractor is responsible for the currency accuracy and completeness of the data within SAM, and for any liability resulting from the Government's reliance on inaccurate or incomplete data. To remain registered in SAM after the initial registration, the Contractor is required to

review and update on an annual basis, from the date of initial registration or subsequent updates, its information in SAM to ensure it is current, accurate and complete. Updating information in SAM does not alter the terms and conditions of this contract and is not a substitute for a properly executed contractual document.

13.16. Causes for Disqualification

- 13.16.1. Failure to submit the proposal on or before deadline indicated in this RFP.
- 13.16.2. Failure to submit a fully completed proposal may be deemed nonresponsive.
- 13.16.3. Failure to submit appendix, form, certification, or required document shall be ground for disqualification.
- 13.16.4. Failure to provide an Active Registration on SAM.GOV, unique entity ID, CAGE Code and expiration date with their proposal will be disqualified.
- 13.16.5. Failure to provide the Eligibility Certification of the "Registro Único Profesional (RUP)" from the General Services Administration (ASG) with their proposal will be disqualified.
- 13.16.6. Any unauthorized ex-parte communication with UPR officials or employees, consultants or advisers, or any other unauthorized person, regarding this Project may be ground for disqualification.

13.17. No Bid

- 13.17.1. Proponents, that for any circumstances decide not to participate in this RFP process, must notify the UPR by email the intention to not submit.

13.18. Sub-Contracts or Consultants of the Awarded Proponent

- 13.18.1. All federal and state law and regulations requirements apply to sub-contractors. The awarded proponent shall require all subcontractors to flow down the PRDOH's Conditions, as well as termination for convenience of the PRDOH, to all subcontractors as well as the requirement to flow down such terms to all lower-tiered subcontractors. These Conditions include required terms for project contracts, HUD General Provisions, Participation by Minority Group Members and Women Requirements and Procedures for Contracts with Housing Trust Fund Corporation, Standard Clauses for Contracts with the PRDOH, and required diversity forms. The UPR reserves the right to request the removal of any personnel, consultant, or employee from the project at any time or reason it deems appropriate.

14. REQUIRED DOCUMENTS FOR THE SIGNING OF THE CONTRACT

It is required that, **before** the signing of the contract, the **successful proponent** provides all the documents listed below, in addition of the above requirements:

- 1. Certificate of Ethics (will be provided)
- 2. Authorization Form for Electronic Payment (will be provided)
- 3. Provide a Unique Entity Identifier (UEI) number; be registered and active in the System for Award Management SAM.GOV.
- 4. Section 3 Plan for Contractors - [Click on link](#)
- 5. MWBE Utilization Plan - [Click on link](#)
- 6. Policies and Insurances – See **Appendix E**
- 7. Government ID, a color copy of the engineer's or architect's professional ID (identificación de colegiación) and a copy of the Department of State License to practice the profession.
- 8. Eligibility Certification of the Unique Registry of Professional Service Providers (RUP) from the General Services Administration (ASG) may be accepted. If proponent doesn't have a valid RUP, provide the following documents:
 - Certificate of Good Standing from the State Department.
 - Department of State Certificate of Incorporation.
 - Corporate Resolution with Corporation's Seal authorizing Corporation's representative to sign the contract.
 - Debt Certification issued by Department of the Treasury, Form SC 6096, Rev. 24-Feb-2020. In case of debt, submit official Department of Treasury document which certifies that you are under a payment plan that is being fully complied with.
 - Certification of Filing of Income Tax Forms for the last five (5) years issued by the Department of Finance. Form SC 6088, Rev. 24-Feb-2020 (If there is no information because the Corporation has recently been incorporated, you must include an affidavit expressing such a situation.)
 - If the filing certification of payrolls does not register the filing corresponding to the year 2022, present a punched copy by the Treasury of the first sheet of the filed return.
 - Certificate of No Debt of the Municipal Revenue Collection Center (CRIM) for all concepts.
 - If there is debt, you must submit an official CRIM document evidencing a payment plan. If the Cert. of Filing of Movable Property Forms is negative, an Affidavit is required.
 - Certificate of No Debt of the CRIM of Real Estate of the Corporation. If there is debt, you must submit an official CRIM document evidencing a payment plan that is being fully complied with.
 - Certification of Insurance for Unemployment, Temporary Disability, issued by the Department of Labor and Human Resources.
 - Social Security Certification for Drivers, issued by the Department of Labor and Human Resources.

- Negative certification from ASUME that the Corporation does not owe payments to ASUME, from which it has withheld its employees, or negative certification ordering withholding.
- Merchant Registration Certification (IVU) Filing of Monthly Forms of IVU – Model SC 2942 A.
- Municipal Patent Certification.
- Affidavit – Law 2, January 4, 2018.

END OF DOCUMENT

15. APPENDIX A

STATEMENT OF THE BIDDER

UNIVERSITY OF PUERTO RICO BOARD OF AWARD STATEMENT OF THE BIDDER FOR CONTRACTORS

BUSINESS AND TECHNICAL ORGANIZATION.

Bidder may use additional space to complete required information.

I. PERMANENT PLACE OF BUSINESS

A. Name of Bidder: _____

B. Mailing Address: _____

C. City and Zip Code: _____

D. Physical Address: _____

E. City and Zip Code: _____

F. Telephone No: _____

G. E-Mail: _____

II. PROPOSER REFERENCES - LIST BELOW SIMILAR CONTRACTS EXECUTED.

Proposer must supply references of minimum three firms to which similar services have been provided within the past five years of a comparable sized institution or company.

No.	Client Name, Contact Person and telephone	Location	Type of Work (Description of the services provided, include any similar services to the herein required)	Contract Amount	Completion Date	Funding Resource (private, state, or federal)
1						
2						
3						
4						
5						

III. LIST BELOW CONTRACTS IN HAND

No.	Name Contact Person and Telephone	Type of Work	Contract Price	% Completed
1				
2				
3				
4				
5				

IV. EXECUTIVE SUMMARY

Provide a profile of your organization, mission, and vision statements and organizational chart.

V. EXPERIENCE DESCRIPTION AND STRATEGY IN PROVIDING THE SERVICES

VI. TEAM QUALIFICATIONS - List the principal individual and officers of your organization. Attach resumes of personnel (or/and sub-contractors, if any) who will be providing the services. Considered the infrastructure trades specialists (engineering and/or architectural consultants). Attach resumes of personnel with similar project experience (federal grants) (or/and sub-contractors, if any) who will be providing the services and list below the name(s) and position(s) of the supervisor(s) personnel that will be assigned to the project, should the contract be awarded to you. For this project, the

proponent shall consider within consultants, electrical engineers with more than 5 years of experience working in electrical substation of this category.

I, _____(Representative's Name)_____ of _____(Name of Organization)_____ certified that the answer to this foregoing questions and all statement therein contained are true and correct.

Authorized representative signature

Date

Initials _____

16. APPENDIX B: REQUIRED FEDERAL DOCUMENTS

In compliance with federal regulations, **all bidders** must submit the following documents with their tender documents:

1. Lobbying Certification (Use attached model below)
2. Non-Conflict of Interest Certification on Existing or Pending Contracts. (Use attached model below)
3. Limited Denial of Participation (LDP)/Suspension or Debarment Status Affidavit. (Use attached model below)

A bidder who omits any of the required documents may be disqualified.



LOBBYING CERTIFICATION

RFP #DRO 23-023

Certification for Contracts, Grants, Loans, and Cooperative Agreements

The undersigned certifies, to the best of his or her knowledge and belief, that:

- (1) No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$11,000 and not more than \$110,000 for each such failure.

Please check appropriate box:

No nonfederal funds have been used or are planned to be used for lobbying in connection with this application/award/contract.

or

Attached is Standard Form LLL, "Disclosure of Lobbying Activities," which describes the use (past or planned) of nonfederal funds for lobbying in connection with this application/award/contract.

Executed this ____ day of _____, 20_____

by _____

(Type or Print Name)

(Title of Executing Official)

(Signature of Executing Official)

(Name of organization/applicant)

Initials _____



**NON-CONFLICT OF INTEREST
CERTIFICATION ON EXISTING OR PENDING CONTRACTS
Request for Proposal (RFP)
Design and Supervision Services
Community Development Block Grant – Disaster Recovery
Universidad de Puerto Rico
RFP #DRO 23-023**

I, _____, of legal age, of marital status (married/single), and a resident of _____, have been designated as the authorized representative of _____ ("the Proposer") for the **Design and Supervision Services / RFP# DRO 23-023** procurement process ("Procurement Process"). In such regard, I hereby certify that:

1. There are no relevant facts or circumstances that could give rise to an organizational or personal conflict of interest for the Proposer or its staff with respect to the Procurement Process with the Procuring Entity. Nonetheless, the Proposer recognizes that situations may arise that may appear to be, or are, conflicts -or potential conflicts- of interest. The term "potential conflict" means reasonably foreseeable conflict of interest.
2. The Proposer will disclose to the Procuring Entity any relevant information of an apparent, potential, or actual conflict of interest that may appear to exist regardless of their opinion that such information would not impair their objectivity.
3. As per 2 C.F.R. § 200.318(c)(1), a conflict of interest would arise when "the employee, officer, or agent, any member of his or her immediate family, his or her partner, or an organization which employs or is about to employ any of the parties indicated herein, has a financial or other interest in or a tangible personal benefit from a firm considered for a contract". Therefore, I understand that conflicts of interests may arise in, but not limited to, the following situations:
 - a) **Unequal access to information.** A potential contractor, subcontractor, employee, or consultant has access to non-public information through its performance on a government contract for disaster recovery services in Puerto Rico.
 - b) **Biased ground rules.** A potential contractor, subcontractor, employee, or consultant has worked with a government contract or program with the basic structure or ground rules of another government contract for disaster recovery services in Puerto Rico.
 - c) **Impaired objectivity.** A potential contractor, subcontractor, employee, or consultant, or member of their immediate family (spouse, parent, or child) has financial interests, or others, that would

Initials _____

impair, or give the appearance of impairing, impartial judgment in the evaluation of government programs in offering advice or recommendations to the government, or in providing technical assistance or other services to recipients of Federal funds as part of its contractual responsibility.

4. In the case in which the Proposer discloses to the Procuring Entity an apparent, potential, or actual conflict of interest, the Procuring Entity will take the appropriate measures to address the disclosure by taking the following actions, which include but are not limited to, eliminating, mitigating or neutralizing the apparent, potential or actual conflict, when appropriate, through such means as ensuring a balance of views, disclosure with the appropriate disclaimers, or by restricting or modifying the work to be performed to avoid or reduce the apparent, potential, or actual conflict.
5. If an apparent, potential, or actual conflict of interest is discovered by the Proposer after the Procurement Process concludes, it will make a full disclosure in writing to the contracting officer. This disclosure shall include a description of actions that the Proposer has taken or proposes to take to avoid, mitigate, or neutralize the apparent, potential, or actual conflict of interest.
6. The Proposer has no present or currently planned interests (financial, contractual, organizational, or otherwise) relating to the contract or task order that may result from this Procurement Process that would create any apparent, actual, or potential conflict of interest (including conflicts of interest for immediate family members: spouses, parents, children) that would impinge on its ability to render impartial, technically sound, and objective assistance or advice or result in it being given an unfair competitive advantage.
7. The Proposer has exercised, and will continue to exercise, due diligence in avoiding, identifying, removing or mitigating any apparent, potential or actual conflicts of interests to the Procuring Entity's satisfaction.

Signature of Proposer's Authorized Representative

Date

Printed Name of Proposer's Authorized Representative

Initials _____



**LIMITED DENIAL OF PARTICIPATION (LDP)/SUSPENSION OR DEBARMENT STATUS
AFFIDAVIT
Request for Proposal (RFP)
Design and Supervision Services
Community Development Block Grant – Disaster Recovery
Universidad de Puerto Rico
RFP #DRO 23-023**

By signing this Certification, the Proposer certifies that the firm, business, or person submitting the Statement of Qualifications, Proposal, Bid, or Quote has not been LDP, suspended, debarred or otherwise lawfully precluded from participating in any public procurement activity with any Federal, State or local government. Signing this Certification without disclosing all pertinent information about a debarment or suspension shall result in rejection of the proposal or cancellation of a contract. The **University of Puerto Rico** also may exercise any other remedy available by law.

In _____, ____ this ____ day of _____ of 20____.

(Name of Entity)

(Authorized Representative)

(Printed Name of Authorized)

(Position)

Affidavit No. _____

Subscribed and sworn to before me in the city of _____, _____, this _____ day of _____, 20____, by _____ of legal age, _____ (civil status), _____ (occupation) and resident of _____, _____, in his/her capacity as _____ of Proposer, who I personally known or have identified by his/her _____.

Public Notary

Initials _____

17. APPENDIX C

POLICIES AND INSURANCE

Required Insurance for the project

RFP #DRO 23-023

Las cubiertas requeridas deben ser endosadas a favor de la Universidad de Puerto Rico.

- (--)
 Bid Bond (5% de lo cotizado)
- (--)
 Performance & Payment Bond (100% de lo cotizado)
- (X)
 Workmen’s Compensation (Corp. del Fondo del Seguro del Estado)
- (X)
 Commercial General Liability (C.G.L.), including Employers Liability & Products Liability Limits – Combined Single Limit of \$1,000,000
Including the following endorsements:
 - (X) Hold Harmless Agreement
 - (X) Additional Insured
 - (X) Thirty (30) days cancellation notice
 - (X) Waiver of Subrogation
- (X)
 Auto
Limits – Combined Single Limit of \$500,000
- (--)
 Owners & Contractors Protective Liability (in the name of the University of Puerto Rico – same limits as C.G.L.)
- (--)
 Installation &/or Transportation Floater (if needed)
- (--)
 Builder’s Risk
- (--)
 Pollution
- (X)
 Errors & Omissions / Professional Liability – Limits \$1,000,000

Para todo proyecto cuyo financiamiento considere fondos CDBG-DR, los endosos deberán incluir a las siguientes entidades:

Puerto Rico Department of Housing PO Box 21365 San Juan, PR 00928-1365	Gobierno de Puerto Rico PO Box 9020082 San Juan, PR 00902-0082	US Department of Housing and Urban Development (HUD) 451 7 th Street S.W Washington, DC 20410
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18. APPENDIX D COST PROPOSAL

COST PROPOSAL

University of Puerto Rico

RE: MEDICAL SCIENCES SITE AND ELECTRIC UTILITIES, UNIVERSITY OF PUERTO RICO, MEDICAL SCIENCES CAMPUS (RCM) - RFP #DRO 23-023

***WORKS TO BE SUBJECT OF FEDERAL FUNDS REIMBURSEMENT**

Estimated Construction Cost for the proposed development: \$_____

Professional design and supervision fees have been computed based on the estimated construction cost mention above:

COST PROPOSAL			
Medical Sciences Site and Electric Utilities, UNIVERSITY OF PUERTO RICO, RCM			
PHASE	TIME	FEE	% FEE for Additional SOW
As-Built	___ days	\$	N/A
Schematic design	___ days	\$	N/A
Preliminary design	___ days	\$	N/A
Construction Documents	___ days	\$	N/A
Bidding and Negotiation	N/A	\$	N/A
Design Subtotal:		\$	N/A
Supervision	___ months x \$ ___ monthly	\$	N/A
Design Phase and Supervision Subtotal:		\$	N/A
Additional Services			N/A
• Permit Management	N/A	\$	N/A
• Provide a logistical plan to ensure power interruption to the Medical Center is minimized or mitigated while the 38 KV Electrical	___ days	\$	N/A

substation is renovated.			
•	___ days	\$	N/A
Reimbursable Expenses*: For fees, stamps, and filing costs related to endorsements and permits from permit regulatory offices.	N/A	\$	N/A
_____ (\$_____)			Additional SOW Fee ___%
Write the Lump Sum word and numbers			

* **NOTE:** The UPR reserves the right to modify or adjust this amount. Reimbursable expenses are not part of the evaluation criteria for this RFP.

Fees for additional professional services will be calculated using the % Fee included on the right column of Cost Proposal table above and/or hours-based rate described below:

Fees for Professional Services	
	Fee per hour

The bidder understands that the Owner reserves the right to reject any or all bids and to waive any informality in the bidding.

Dated: _____ day of _____ 20____.

Firm Name:	
Signed by:	_____ (Sign it in ink)
Name:	
Title:	

Initials _____

Employers Social Security:	
Mail Address:	
Physical Address:	
Phone Number:	
Fax Number:	
E-mail:	

19. APPENDIX E

SCOPE OF WORK

I I. GENERAL DATA OF THE PROJECT:

Campus: UPR Recinto Ciencias Médicas (RCM): Medical Sciences Site and Electric Utilities

#10819

DI's: 208531; UPR Ciencias Médicas 444 Site
264206; UPR Ciencias Médicas E-444 Site Eléctrico

I II. CAMPUS LOCATION PLAN:



Location Description: Paseo Dr. José Celso Barbosa, San Juan, Puerto Rico 00921 (18.39749, -66.07462)

I III. GENERAL DESCRIPTION:

a. UPR Ciencias Médicas 444 Site

Ciencias Médicas Site is comprised in a 23 acres (approximately) land inside. Centro Médico in Rio Piedras, San Juan. Near very important hospitals and medical facilities of the island, it is composed of asphalts roads, concrete sidewalks and security or perimeter fences, mainly chain link. Some facilities are shared with Centro Medico like various roads and part of the exterior lighting. Also, green areas around the site are part of this facility. It was built in 1966, approximately.





b. UPR Ciencias Médicas E-444 Site Eléctrico

UPR's electrical and lighting systems are served from the Puerto Rico Electric Power Authority's (PREPA) 38 KV line # 8900 that terminates in electric substation #1579. UPR is responsible for the ownership and operation of the 38 KV bus and all downstream equipment (52 KV-SF6 Switchgear, 38 KV underground feeders, 8.5 MVA-38/4.16 KV oil type transformer, 4.16 KV underground feeders, 5 KV main vacuum breakers switchgear, switching units (SU), capacitor banks and service transformers). All the 38 kv equipment at the switchyard has been in-service for approximately 20 years (Underground 38 KV and 4.16 KV feeders, 52 kv-SF6 Switchgear, 38 kv transformer and 5 KV main vacuum breakers switchgear).

Paseo Dr. José Celso Barbosa, San Juan, Puerto Rico 00921 (GPS: 18.39932, -66.07395).



IV. SCOPE OF WORK- FEMA:

DI#208531 UPR Ciencias Médicas 444 Site	
{00-001} Asphalt roadway:	
Component 1	A. Remove and replace 4.5 SY of 4 FT W X 10 FT L @ 2 IN depth asphalt road over 12 IN compacted base, 10 FT L x 4 FT W.
Component 2	A. Remove and replace 9 SY of 4 FT W x 10 FT L @ 2IN depth Asphalt Road over 12 IN compacted base, 20 FT L x 4 FT W.
Component 3	A. Remove and replace 5 SY of 6FT W x 8FT L @ 2IN depth Asphalt Road over 12 IN compacted base, 8 FT L x 6 FT W.
Component 4	A. Remove and replace 4.5 SY of 4 FT W X 10 FT L @ 2 IN depth asphalt road over 12 IN compacted base, 10 FT L x 4 FT W.
{01-001} Fencing:	
A.	Remove and replace 360 SF of Chain link fence, 6 FT H x 60 FT L, 2 IN post, 6 gauge
406 HMP Scope DI# 208531; UPR Ciencias Médicas 444 Site	
1. The mitigation for the damaged roads is to provide and apply 25 square yards of surface asphalt crown 3 inches in the middle of the road to guarantee that the runoff water reaches the existing curb and gutter. No gap is allowed between the asphalt and the concrete curb.	
2. The mitigation for the chain link fence is to provide additional components to strengthen the 360 lineal feet of chain link fence to make it more resilient for future.	
DI #164206 UPR Ciencias Médicas E-444 Site Eléctrico	
Exterior Lighting:	
A.	Remove and replace 4 each of LED light bollard type.
B.	Remove and replace 2each of LED light, 18 IN x 22 IN, pole mounted on 12 FT pole.
C.	Remove and replace 2 each of streetlight, LED, 6 IN x 24 IN, pole mounted on 25 FT pole.
D.	Remove and replace 4 each of shoebox style MH light, pole mount 400 W.
E.	Remove and replace 2 each of square style MH floodlight, 1,500W, pole mounted on 25 FT pole.
F.	Remove and replace 8 each of square style MH floodlight, 1,500W, roof mount.
G.	Remove and replace 2 each of cobra style HPS light, roof mount, 150 W.
H.	Remove and replace 2 each of pole, aluminum, round, 25 FT, broken pole.
Main 38 kV Substation:	
A.	Remove and replace 1 each of Outdoor Main Vacuum Circuit Breaker Switchgear, 15kV 2,000 AMP.
B.	Remove and replace 1 each of Transformer Differential Relay ABB TPU 2000, 48VDC.
C.	Remove and replace 1 each of Feeder Protection Relay ABB DPU 2000R, 48VDC.
D.	Remove and replace Substation, 1 each of 38 KV Transformer fan.
E.	Remove and replace Substation, 1 each of 38 KV transformer load tap changer.

F.	Remove and replace Substation, 1 each of 38 kv switchgear cubicles no. 4 and no. 7
G.	Remove and replace Substation, 1 each of system of protective relays
H.	Remove and replace 1 each of Main 38 kV Substation component, 4 each of cubicles with breakers serving the different buildings.
I.	Remove and replace 1 each of Main 38 kV Substation, 1 each of cubicle with protection relays.
J.	Remove and replace 1 each of Main 38 kV Substation, 1 each of service tool cubicle.
406 HMP Scope DI# 264206 UPR Ciencias Médicas E-444 Site Eléctrico	
There are no cost-effective and feasible mitigation measures identified for this project under FEMA Public Assistance Program and Policy Guide April 2017 Chapter 2 Section VII Part C Hazard Mitigation.	